



Serdecznie witamy!

Добро пожаловать!

Herzlich willkommen!

Dobro Došli!

Hân hạnh đón chào!

Hoşgeldiniz!

Bienvenu!

Welcome!

أهلا وسهلا!



BERLIN



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Willkommen in Berlin

Welcome to Berlin

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I Welcome to Berlin



1. A word of greeting: Governing Mayor of Berlin

Klaus Wowereit
Governing Mayor of Berlin

Dear new citizens,

Berlin cordially welcomes you!

My congratulations: You just moved to an exciting city. The German capital city has many cultural opportunities: Museums and galleries, theaters and operas, cinemas and concerts, scene-clubs and restaurants. Many of those who just arrived in Berlin are enthusiastic about the cosmopolitan and international character of the city and its population, with people from more than 180 nations. Many new citizens are intrigued by the leftovers from an affected and moving past which can be seen all over the city. In Berlin dense urbanity and a wide variety of recreational offerings can be found side by side.

Being new in a city like Berlin is also a challenge, and the complexity of the city may cause an overwhelming feeling of exceeding demands.

We would like to prevent you from such feelings. This folder is dedicated to provide you with an initial guidance on your way through Berlin. The citizens of Berlin are ready to help you and to give you all the advice you need. With this package we want to support you, and help you to find the right sources of information for your guidance. We want you to live and participate in everyday's life of the city.

Berlin looks back to a long tradition of immigration. In the past, immigrants from other parts of Germany, from other European countries or from overseas have always enriched Berlin in many ways.

We are proud of our peaceful and multicultural living together to which everybody in Berlin is used to. And we want Berlin citizens to communicate also in future with respect and tolerance – men and women, children and elderly people, humans from all kinds of religions and origins. This is our basis for a real democracy, as it is appreciated by long-established and new citizens of Berlin.

On this note I wish you to get accustomed with Berlin, to learn the advantages of the city, and last but not least to take roots and meet friends in Berlin and to enjoy taking part in the social life of our city.

A handwritten signature in black ink, which appears to read 'Klaus Wowereit'. The signature is written in a cursive, somewhat stylized script.

Klaus Wowereit
Governing Mayor of Berlin



Günter Piening
Commissioner for
Integration and Migration

2. A word of greeting: Commissioner for Integration and Migration

Dear new citizens of Berlin,

Welcome to the rivers Spree and Havel! Berlin – the largest city of Germany - counts on you as a new citizen who brings in new ideas, impacts and experience, and we hope you will share your experience with us and let the community benefit of it.

Therefore we very welcome our new citizens!

I hope you will help us to further develop our city towards a cosmopolitan and tolerant metropolis, where people like to be, regardless their plans and perspectives, wherever they come from and what religion they belong to, or if they are not religiously bind at all and whatever their views of life may be.

Democracy and equal rights are the basis of our living together, and values like mutual respect for each other and the protection of personal freedom is what makes our metropolis so attractive to everybody.

Many of the Berlin citizens were not born here. Many of them moved to Berlin for different reasons. Maybe because they were looking for a job or because of social reasons. Maybe they were looking for success or happiness, or maybe because they were seeking refuge of pursuit, of war or economic hardship.

For many of them Berlin became their new home, also because the city gives large freedom for individual creativity and life development. So it is no miracle that the new citizens left their footprints and accents everywhere in the city.

I hope you will appreciate to live within our open-minded community and that you will help us to further develop our relaxed and tolerant way of living together.

Being a new citizen in Berlin, first of all you need help and advisory. The Senate of Berlin wants to support you. The information provided with this folder will help and guide you on your first steps in your new environment.

I will be pleased if this guide is helpful to you, and permits you to find your way through the multitude of opportunities that Berlin offers, and if it helps you to accustom with the city.

A handwritten signature in black ink, appearing to read 'Günter Piening'.

Günter Piening
Commissioner of the Senate for Integration and Migration

3. The Federal State of Berlin and its Districts (Administration)

Berlin is the German capital city and with its approx. 3.4 million inhabitants the largest city of Germany. Berlin is also one of the 16 states of the Federal Republic of Germany.

The Federal State Berlin is governed by the senate which consists of the governing mayor and at most eight senators. The senate is being elected by the House of Representatives which is the parliament of the state. The House of Representatives has at least 130 members from different political parties. The citizens of Berlin elect the members of the House of Representatives for a legislative period of five years.

In the years from 1948 to 1990 the city of Berlin was divided into Berlin (west), 488 km², and Berlin (east), 403 km².

Berlin consists of twelve districts ("Bezirke"). Each district has a district council. The district council consists of the district mayor and several councilors which are responsible for the departments. The district council is democratically legitimized. Citizens of EU countries may take part in the election of the convention of your district ("Bezirksverordnetenversammlung" - BVV).

The citizen office ("Bürgeramt") of your district is the important address for most affairs you have to check with the administration. Here you get information, documentation, and assistance concerning businesses with the authorities. The citizen office is for registration, passports and personal identification cards, income tax cards, official authentications, clearance certificates or any claim for special assistance concerning businesses with the authorities.

There is also a citizen department associated with the senate and the governing mayor. However, you can regulate most of your official affairs with the district authorities.

Would you like to know more about Berlin? Just visit our website:

German: <http://www.berlin.de>

English: <http://www.berlin.de/english/index.html>

Turkish: <http://berlin-turkish.com.ekcon-it.de/index.php>

Regular opening hours of the district council offices:

Monday	8.00 am – 3.00 pm
Tuesday	11.00 am – 6.00 pm
Wednesday	8.00 am – 1.00 pm
Thursday	11.00 am – 6.00 pm
Friday	8.00 am – 1.00 pm
Or by appointment	

Liste der Bezirksämter von Berlin

Bezirksamt Charlottenburg-Wilmersdorf

Otto-Suhr-Allee 100, 10585 Berlin

Tel 9029-10

Mail: Buengeramt@Charlottenburg-Wilmersdorf.de

Internet: www.charlottenburg-wilmersdorf.de

Bezirksamt Friedrichshain-Kreuzberg von Berlin

Frankfurter Allee 35/37, 10247 Berlin

Telefonzentrale BA Friedrichshain-Kreuzberg 90298 – 0

Mail: buengeramt@ba-fk.verwalt-berlin.de

Internet: www.friedrichshain-kreuzberg.de

Bezirksamt Lichtenberg von Berlin

Möllendorffstraße 6, 10367 Berlin

Telefon 5504 - 0, Fax 55 04 – 3509

Mail: balibg.Poststelle@ba-libg.verwalt-berlin.de

Internet: www.berlin.de/ba-lichtenberg

Bezirksamt Marzahn-Hellersdorf von Berlin

Alice-Salomon-Platz 3, 12627 Berlin

Telefon: (030) 90293-0

Mail: marzahn-hellersdorf@berlin.de

Internet: www.berlin.de/marzahn-hellersdorf

Bezirksamt Mitte von Berlin

Karl-Marx-Allee 31, 10178 Berlin

Tel.: 2009 – 3 1111, Fax: 2009 88 3 1111

Mail: burgeramt.rathaus-tiergarten@ba-mitte.verwalt-berlin.de

Internet: www.berlin.de/mitte

Bezirksamt Neukölln von Berlin

Karl-Marx-Str. 83, 12040 Berlin, Telefon: 68 09-0

Mail: bamtrathaus@ba-nkn.verwalt-berlin.de

Internet: www.berlin.de/neukoelln

Bezirksamt Pankow von Berlin

Breite Str. 24A-26, 13187 Berlin

Telefon: 030 90295-0, Telefax: 030 90295-2244

Mail: poststelle@ba-pankow.verwalt-berlin.de

Internet: www.berlin.de/pankow

Bezirksamt Reinickendorf von Berlin

Eichborndamm 215 - 239, 13437 Berlin

Tel: 4192-0, Fax: 4192-2215

Mail: Bezirksbuengermeisterin@reinickendorf

Internet: www.berlin.de/reinickendorf

Bezirksamt Spandau von Berlin

Carl-Schurz-Str. 2 – 6, 13597 Berlin

Tel. 33 03 - 23 02, Fax: 33 03 - 76 16

Mail: buengeramt-1@ba-spd.verwalt-berlin.de

Internet: www.spandau.org

Bezirksamt Steglitz-Zehlendorf von Berlin

Schloßstr. 80, 12165 Berlin

Tel.: (030) 6321 – 0

Mail: buengeramt@stegl-zehl.verwalt-berlin.de

Internet: www.steglitz-zehlendorf.de

Bezirksamt Tempelhof-Schöneberg von Berlin

John-F.-Kennedy-Platz 1, 10820 Berlin

Tel: (030) 7560-0

Mail: haupt@ba-tmp.verwalt-berlin.de

Internet: www.berlin.de/tempelhof-schoeneberg

Bezirksamt Treptow-Köpenick von Berlin

Alt-Köpenick 21, 12555 Berlin

Tel.: 6172-0, Fax: 6172-4515

Mail: helmut.stern@ba-tk.verwalt-berlin.de

Internet: www.berlin.de/bezirksaemter

Bürgerreferat beim Regierenden Bürgermeister

Berliner Rathaus

Rathausstraße 15

10178 Berlin

Postanschrift:

Berliner Rathaus

10871 Berlin

Telefon: +49 30 9026-2020

Telefax: +49 30 9026-2370

The Berlin House of Representatives

Since 1993 the House of Representatives, which is the state parliament of Berlin, is located in the building of the former Prussian Diet (Preußischer Landtag).

German citizens which have their residence in Berlin elect the representative government, i.e. the members of the House of Representatives of Berlin. Eligible are the members of all political parties. At least five percent of the votes are required to enter the parliament. The legislative period lasts five years; however, it can be terminated prematurely by a two-third majority of the representatives or by popular vote.

The House of Representatives is the Legislation. According to the principle of separation of powers the executive power is in the hands of the government, i.e. the Senate and its subordinated administration (Executive). The judicial force (Jurisdiction or Judicative) is in the hands of independent courts. According to the constitution the House of Representatives consists of at least 130 members, of which 60 % are to be elected directly in the constituencies and 40 % indirectly by district and/or national lists. Representatives which belong to the same party unite to a parliamentary group within the parliament. At present, in the **15th legislative period**, the parliament consists of 141 representatives: CDU (35), SPD (45), PDS (33), Bündnis 90/Die Grünen (14), FDP (12); 2 representatives don't belong to any group.

You may contact the parliamentary groups at the following e-mail addresses:

spd-fraktion@spd.parlament-berlin.de

mail@cdu-fraktion.berlin.de

pds-fraktion.kontakt@pds.parlament-berlin.de

fdp-fraktion@parlament-berlin.de

gruene@gruene-fraktion-berlin.de

The House of Representatives elects the Governing Mayor (this is how the president of the state government in Berlin is called – website of the senate: [**www.berlin.de**](http://www.berlin.de)). Besides legislative duties, a crucial duty of the parliament is the control of the state government and its subordinated administrations. The most important privilege is the right to authorize and control the national budget.

Thursday is traditionally the day of session of the parliament of Berlin. This tradition was already founded in 1809 by the old town council convention. Ever since the plenum, i.e. the plenary assembly of all parliamentarians, takes place each second Thursday in the month except for plenary vacations. The conventions are public. Ticket reservations can be ordered at the visitors service.

The parliament of Berlin has installed a complaints box ("Kummer-Kasten") for Berlin citizens. Everyone, regardless nationality, has the right to appeal his concerns in a written form to the parliament. No matter if he wants to complain about decisions of the State of Berlin or if he feels restricted in his right by the administration. However, the petition (Bittschrift, Eingabe) must reveal the identity of the applicant. The committee of petitions (**Petitionsausschuss**) which consists of members of the House of Representatives decides on the claims. The committee of petition is subject to the obligation to secrecy.

The parliament of Berlin is located in the close vicinity of Potsdamer Platz. Cost-free information brochures are available in the entrance hall of the House of Representatives. Also available is a booklet with the biographies of the representatives.

The House of Representatives of Berlin

Niederkirchnerstrasse 5, 10111 Berlin, phone: 030/2325-2325 (reception)

U-Bahnhof: Potsdamer Platz, Kochstraße,

S-Bahnhof: Anhalter Bahnhof, Potsdamer Platz

Bus: M 41, M 29, 123, 148, 200

4. Just Arrived in Berlin

4.1 First Steps

Residence Registration

In Berlin, like everywhere else in Germany, you have to register your residency. According to § 11 of the Berlin registration law ("Meldegesetz"), everyone who wants to live in Berlin has to register at the registration office ("Meldebehörde") within the first week after arrival. The registration has to be accomplished at the local residence registration office ("Meldestellen") of the district (For address see I. 3. The Federal State of Berlin and its districts).

Schools

In Germany a ten-year compulsory education is mandatory. During a vocational education the vocational school is mandatory as well. Children begin their compulsory education at the age of six. The new school year begins on August 1. Certain conditions permit parents (or legal representatives) to apply for a place at school earlier. Once admitted to school, the attendance is mandatory.

Assistance

The commissioners' office for integration and migration is also a helpdesk if you need assistance in integration affairs, foreigners' affairs, legal and social affairs. The mission is to help clarifying distinction cases and to assist in emergency situations.

Der Beauftragte des Senats für Integration und Migration

Günter Piening

Potsdamer Straße 65, 10785 Berlin

Tel.: (0 30) 9017-23 51

Fax: (0 30) 2 62 54 07

E-Mail: Integrationsbeauftragter@auslb.verwalt-berlin.de

Internet: www.berlin.de/auslb

Child Benefit ("Kindergeld")

Parents receive child benefit according to the number of their children. Child benefit is paid even if parents are not in employment. Parents have to claim for child benefit at the family found office ("Familienkasse") of the Employment Office or directly from the employer. The addresses of Employment Offices are listed in chapter 7.1.

Public Transport

Use the local public transport! Most destinations in the city you can reach very easily with the public transportation.

4.2 Assistance for New Immigrants

Migration Advisory Service and Service for Youth

Naturally all information services are made available to you, like they are available to all Berlin citizens – e.g. the citizen offices ("**Bürgerämter**") in the city hall of your district. Moreover, there are special advisory services for new immigrants:

- migration consultation for adults
- migration consultation for young immigrants (up to 27 years)

The consultations are offered by welfare and refugee associations.

Migration Advisory Service ("**Migrationserstberatung**") – MEB

For adult new immigrants with duration stay perspective of more than 27 years like

- Late repatriate with spouses and descendants up to 3 years after entry,
- Foreigners, durably residing in the federal territory up to three years after their entrance or acquisition of their residence status designed on duration as well as
- Foreigners living already for a long time in the federal territory and late repatriates in real crisis situations according to available advisory capacities.

Here you can find personal consultation and support to integration according to your personal requirements. In the frame of consultation, a personal plan of promotion will be worked out. At the same time you also receive references for support possibilities by other institutions. During the integration course the MEB is responsible for consultation and coaching and, if necessary, helps you finding a child care. **You can address all your questions and integration concerns to these services!**

Migration Advisory Service for Youth ("**Jugendmigrationsdienste**") - JMD

For

- Immigrated adolescents and young adults having finished compulsory education (compulsory education see chapter 10.2) up to 27 years. The consultation is dedicated for young persons and young adults, intending to stay durably in Germany, and should be effective short after their entry. Besides, if there is a special integration requirement the consultation is also for children, adolescents, and young adults already living in Germany for 12 to 27 years.

Being a new immigrant you can find:

- Individual case referred consultation and coaching on all steps of your integration process. You will be helped to work out your individual integration plan.
- Mediation to other services and facilities, e.g. agency of children and youth welfare service as well as the youth professional aid, agency of youth and drug information centers, health and pregnancy information centers, according to requirement.
- Suitable offers for your individual integration process like language courses, preparation to professional life, training, leisure time and prevention measures, practical courses etc., consultation and support during the language course
- Group courses like guide to formation and educational system, career planning, guide to information technologies, early age leisure time pedagogic offers.
- Help in special crisis situations

Use the offers, work actively towards your integration!

Locations of Migration Offices and the Youth Migration Services

1. Overview of Berlin Migration Offices (MEB)

(Opportunities from welfare associations and refugee federations for individual integration consultation of new immigrants)

Task: Consulting for integration planning, social and council analysis, promotion plan, network, consultation and attendance during integration courses

Target groups: Adult new immigrants older than 27 years with prospect for continuous residence and long term residing immigrants.

(* If required it is possible to enlist the assistance of interpreters, also for languages other than indicated)

Agency	Address / ☎ / Location	Languages *
Arbeiterwohlfahrt – Landesverband Berlin e.V.	Begegnungszentrum Adalbertstr. 23 a, 10997 Berlin (Friedrichshain-Kreuzberg) Tel.: 695356- 0, - 10, - 11 Bezirksübergreifend	Türkisch, Englisch
	Beratungszentrum Neukölln Bruno-Bauer Str. 10, 12051 Berlin Tel.: 6231068 Bezirksübergreifend	Türkisch, Kroatisch, Serbisch, Italienisch, Englisch
	Zentrum für Migration und Integration Stettiner Str. 12, 13367 Berlin (Mitte) Tel.: 666439-0 Bezirksübergreifend	Türkisch, Englisch, Spanisch
	Fachstelle für Integration u. Migration Goltzstr. 19, 10781 Berlin (Tempelhof-Schöneberg) Tel.: 700090 - 12 Bezirksübergreifend	Türkisch, Englisch, Spanisch

<p>Berliner Landesverband der Vertriebenen e.V.</p>	<p>Stresemannstr. 90, 10963 Berlin (Friedrichshain-Kreuzberg) (Deutschlandhaus) Tel.: 25473 - 51 Bezirksübergreifend</p> <p>Marienfelder Allee 66-80, 12277 Berlin (Tempelhof-Schöneberg) (Zentrale Aufnahmestelle für Aussiedler) / Außenstelle</p>	<p>Russisch, Englisch</p>
<p>Caritasverband für das Erzbistum Berlin e.V. – Migrationsdienst -</p>	<p>Stresemannstr. 66, 10963 Berlin (Friedrichshain-Kreuzberg) Tel.: 254503-0 Bezirksübergreifend</p> <p>Hasenmark 3, 13585 Berlin (Spandau) Tel.: 254503-0 Bezirksübergreifend</p> <p>Marienfelder Allee 66-80, 12277 Berlin (Tempelhof-Schöneberg) (Zentrale Aufnahmestelle für Aussiedler) Tel.: 7215017 Außenstelle / auch bezirksübergreifend</p> <p>Allgemeiner sozialer Dienst im Kinder- u. Jugendzentrum Magdalena Buchbergerstr. 4-12, 10365 Berlin (Lichtenberg) Tel.: 254503-0</p>	<p>Kroatisch, Französisch, Italienisch, Polnisch, Russisch, Englisch</p> <p>Kroatisch, Französisch, Polnisch, Russisch</p> <p>Polnisch, Russisch</p> <p>Polnisch, Russisch</p>
<p>Deutscher Paritätischer Wohlfahrtsverband Landesverband Berlin e.V.</p>	<p>DIALOG – abw-arbeit-bildung-wohnen e.V. Plönzeile 4, 12459 Berlin Tel.: 5350174 (Treptow-Köpenick)</p> <p>Box 66 – beschäftigungswerk - arbeit für berlin e.V. Sonntagstr. 9, 10245 Berlin Tel.: 2920144 (Friedrichshain-Kreuzberg)</p>	<p>Russisch</p> <p>Russisch, Bulgarisch</p>

<p>Deutsches Rotes Kreuz Kreisverband Berlin-Reinickendorf e.V.</p>	<p>Alt-Wittenau 34, 13437 Berlin (Reinickendorf) Tel.: 395 83 54 bzw. 408 09 130 / 132 Bezirksübergreifend</p>	<p>Russisch, Englisch</p>
<p>Diakonisches Werk Berlin-Brandenburg-schlesische Oberlausitz e.V.</p>	<p>Beratung und Lebenshilfe e.V. Neufahrwasserweg 8, 12685 Berlin Tel.: 510 70 45 und 522 08 16 (Marzahn-Hellersdorf)</p> <p>Diakonisches Werk Neukölln-Oberspree e.V. – Haus der Begegnung Morusstr. 18 a, 12053 Berlin Tel.: 6824 77 – 14/17/18/19 Bezirksübergreifend</p> <p>Diakonisches Werk Neukölln-Oberspree e.V. Joachim-Gottschalk-Weg 41, 12353 Berlin Tel.: 66 09 09 17 (Neukölln)</p> <p>Diakonisches Werk Tempelhof-Schöneberg e.V. (Evangelische Flüchtlingsseelsorge Berlin) Marienfelder Allee 66-80, 12277 Berlin (Zentrale Aufnahmestelle für Aussiedler – ZAB) Tel.: 90 173-263 (ZAB und Tempelhof-Schöneberg)</p>	<p>Russisch</p> <p>Arabisch, Griechisch, Englisch, Französisch, Niederländisch</p> <p>Englisch, Russisch</p> <p>Englisch, Russisch</p>

2. Overview of Berlin Migration Services for Youth (JMD)

(Opportunity from welfare associations and refugee federations for the integration of young people with migration background according to program 18 of the guidelines for the children and youth plan of the German Federation)

Task:

Personal integration planning, attending the integration process, mediation to other services and institutions, opportunities for groups, consultation and attendance during the integration courses, network and social room working, intercultural opening.

Target groups:

Young new immigrants beyond compulsory education with perspective for continuous residence and young persons living in Germany (up to 27 years)

(* If required it is possible to enlist the assistance of interpreters, also for languages other than indicated)

Agency	Languages *	Address / ☎ / Location
Caritasverband für das Erzbistum Berlin e.V. (Katholische Trägergruppe)	JMD Polnisch, Russisch, Türkisch	Stresemannstr. 66, 10963 Berlin Tel.: 25450326/25 (Friedrichshain-Kreuzberg)
Caritasverband für das Erzbistum Berlin e.V. (Katholische Trägergruppe)	JMD - Außenstelle Polnisch, Russisch, Türkisch	Hasenmark 3, 13585 Berlin Tel.: 25450326/25 (Spandau)
Caritasverband für das Erzbistum Berlin e.V. (Katholische Trägergruppe) In Kooperation mit IN VIA Katholische Mädchensozialarbeit für das Erzbistum Berlin e.V.	JMD - Außenstelle Sozialpädagogische Begleitung der Sprachkursteilnehmer an der VHS Mitte Polnisch, Russisch, Türkisch	Antonstr. 37, 13347 Berlin Tel.: 2009 47474 Mitte (Wedding)
Christliches Jugenddorfwerk Deutschlands e.V. – CJD (Evangelische Trägergruppe)	JMD Promigra Lichtenberg Englisch, Russisch	Otto-Marquardt-Str. 6, 10369 Berlin Tel.: 5530440 (Lichtenberg)
Christliches Jugenddorfwerk Deutschlands e.V. – CJD (Evangelische Trägergruppe)	JMD Promigra Prenzlauer Berg Englisch, Französisch	Schönhauser Allee 141, 10437 Berlin (Haus 3, 3. Hof) Tel.: 4403296 – App. 3 od. 4 (Prenzlauer Berg, 1x wöchentlich Charlottenb.-Nord)
Christliches Jugenddorfwerk Deutschlands e.V. – CJD (Evangelische Trägergruppe)	JMD / Internetcafe Promigra Pankow Russisch	Hadlichstr. 20, 13187 Berlin Tel.: 47302143 (Pankow)
Diakonisches Werk Neukölln-Oberspree e.V. (Evangelische)	JMD Russisch, Englisch	Ortolfstr. 184, 12524 Berlin Tel.: 81829455 (Treptow-Köpenick)

Trägergruppe)	Russisch, Englisch	Ab Februar 2005 in Kooperation mit IB: Jugendberatungshaus Neubritz Glasower Str. 18 (2.Etage), 12051 Berlin (Neukölln)
Evangelische Flüchtlingsseelsorge Berlin im Diakonischen Werk Tempelhof-Schöneberg e.V. (Evangelische Trägergruppe)	JMD Russisch, Englisch	Marienfelder Allee 66-80, 12277 Berlin Zentrale Aufnahmestelle Berlin für Aussiedler; Tel.: 90173 - 260/262 (Tempelhof-Schöneberg)
Internationaler Bund – Kinder- und Jugendhilfeverbund Berlin (Freie Trägergruppe)	JMD – Außenstelle Russisch	Marienfelder Allee 66-80, 12277 Berlin Zentrale Aufnahmestelle Berlin für Aussiedler; Tel.: 723 24 812 (Tempelhof-Schöneberg)
Internationaler Bund – Kinder- und Jugendhilfeverbund Berlin (Freie Trägergruppe)	JMD – Außenstelle Russisch, Englisch	Warener Str.5, Haus 42, 12683 Berlin Tel.: 5434203 / 56493851 (Marzahn-Hellersdorf)
Internationaler Bund – Kinder- und Jugendhilfeverbund Berlin	JMD Russisch, Rumänisch	Ab Februar 2005 in Kooperation mit Diakonischem Werk Neukölln-Oberspree e.V. Jugendberatungshaus Neubritz Glasower Str. 18 (2.Etage), 12051 Berlin (Neukölln)
IN VIA Katholische Mädchensozialarbeit für das Erzbistum Berlin e.V.	JMD Englisch, Italienisch	Bellermannstr. 92, 13357 Berlin Tel.: 4931635 Mitte (Wedding)

4.3 Integration Course ("Integrationskurs")

New immigrant can participate under certain circumstances in an integration course. **Don't miss this opportunity!**

The integration course is for immigrants who have finished school. A primary goal is the mediation of the German language, because good knowledge of German is the key to a successful integration. Also knowledge of the social, cultural and economic life is indispensable for your success in the new environment. As a consequence the integration course consists of a language course, and an orientation course, in which basic knowledge is mediated on the German legal system, culture and history.

The immigration office ("Ausländerbehörde") will tell you if you can or even have to take part in an integration course. In your Welcome-Package you can find a list of current agencies offering the course. You can select your course agency from this list by yourself. For more information please refer to the brochure of the federal bureau for migration and refugees, which you can find in your Welcome-Package as well.

For more information:

Bundesamt für Migration und Flüchtlinge – Regionalstelle Integration Berlin
Streitstr. 86, 13587 Berlin, Tel: 35582-301 www.bamf.de

Legal conditions: Who can participate in an integration course?

The following class of immigrants can apply (once) for an integration course:

Foreigners who live permanently in Germany are entitled to take part in such integration courses when they first receive a residence permit for the purpose of:

- gainful occupation,
- family reunion
- entitlement to asylum ("Asylberechtigter"), for humanitarian or political reasons

or when they first receive a settlement ("Niederlassungserlaubnis")

It is considered as being a long term stay if a foreigner obtains a residence permit ("Aufenthaltserlaubnis") for more than a year.

The following applicants cannot claim for an integration course ("Integrationskurs")

- children, adolescents and young adults, who are heading for an education or continue their previous school career in the Federal Republic,
- or if there is recognizably slight need for integration

For the participation in the integration course it may be required to contribute to the costs depending on their financial means.

Repatriates ("Spätaussiedler") and their spouse or descendants are entitled to participate in an integration course at no cost (§ 9, Abs. 1 Federal refugee law, new version).

Children, juveniles and young adults who are heading for an education or continue school in the Federal Republic are excluded from this regulation. If it is beneficial the course should be complemented by social educational assistance and a child care.

Foreigners may be engaged to participate in an integration course, if

- They entitle for a course and have difficulties to communicate in German
- The immigration office requires participation, the applicants benefit from a social security program and the approving council encourages their participation
- There is a special need for integration.

Not eligible for participation are foreigners who

- Follow a professional formation or another education in Germany,
- Already follow a comparable educational program in Germany or
- Whose participation is intolerable on the long run.

Foreigners who are not or no longer entitled can be admitted to the course upon request of the Federal Bureau of Migration if places are available. The same applies to newly immigrated EU citizens and their family members.

5. Commissioner of the Senate for Integration and Migration of Berlin: Mission, Assistance, Public Relations

The commissioner of the senate for integration and migration is cross-departmental engaged in integration and migration. Established in 1981, this was the first office of its kind in Germany. Since 2003 Günter Piening is head of the office.

Cross-Departmental Tasks

The main duty of the integration commissioner of the Berlin senate is to formulate the basic line of the foreigner and integration politics and to coordinate with other administrations in Berlin. It is important to work out measures to reduce causes, impeding the integration process which jeopardize peaceful gathering of humans from different countries, nationality and confession. Focal points are cross-cultural mind opening, justification of administration and to lower discrimination.

The office of the integration commissioner is a branch of the National Adviser for integration and migration, established in 2003, where representatives of migrant organizations, senate administrations, economy, and welfare institutions critically observe the migration politics of the senate. The national adviser assigns the annual integration price.

Among other cross-departmental focal tasks count reports on the situation of migrated population, worked out by the integration commissioner and concluded by the senate.

In all fields of activity, the integration commissioner collaborates closely with municipal migrant commissioners and representations, associations, organizations, initiatives and diplomatic representations.

Social Infrastructure for Migrants

The senate of Berlin promotes the legal and social equalization of immigrants by multiple integration relevant acts. The integration commissioner promotes especially migrant organizations who act city wide, with the goal to strengthen the participation of the migrants. This includes the promotion of nationwide federations in migrant work and societies, but also granting financial support.

Consultation

The office of the integration and migration commissioner is also a contact point for consulters regarding integration, foreigner-political, legal and social advice. The consultation helps to clarify distinction cases and assists in emergency situations. Special cases of severity can be reported to the Berlin commission for hardship, to which the commissioner reports.

Anti-Discrimination

A senate directing center against discrimination for ethnic, religious and ideological reasons is related to the integration commissioner. It is duty of the direction center to support the realization of the future anti-discrimination law, and provide consultation in cases of discrimination, i.e. you can refer to the commissioner if you or your families' members being immigrants are subject to discrimination.

Repatriate

Today repatriates have to face considerable problems during the process of their integration. In July 2002 the tasks of the office were expanded to affairs of principle matter regarding social integration of repatriates.

Public Relations

The commissioner for integration and migration promotes integration and understanding in public and provides citizens with important information. It is a goal of the public relations to show principle matters and decisions in migration politics and to inform about legal basis.

Events and public campaign should mediate the living together of German and non-German citizens, discuss up-to-date subjects and offer a forum for questions about integration. Part of the events is the program cycle "Under construction – immigration city Berlin", which treats subjects like "Islam and school", new mosque building in the district or chances of girls with migration background. In the visitors office you can get information about current questions in integration politics and the situation of the Berlin migrant communities.

An abstract of the activities can be found on the web at: www.Berlin.de/auslb

The monthly newsletter "Top – Berlin internationally" is sent to those who are interested by an e-mail sign-up list. Registration at: newsletter@auslb.verwalt-berlin.de

Der Beauftragte des Senats für Integration und Migration

Günter Piening

Potsdamer Straße 65, 10785 Berlin

Tel.: (0 30) 9017-23 51

Fax: (0 30) 2 62 54 07

E-Mail: Integrationsbeauftragter@auslb.verwalt-berlin.de

Internet: www.berlin.de/auslb

Consultation:

Opening hours:

Monday, Tuesday, Thursday 9.00 am – 1.00 pm

Thursday 3.00 pm – 6.00 pm

Wednesday, Friday closed

phone: 9017-23 72

Public Relations:

Phone: 9017-23 57 or 9017 2322

Newsletter: phone: 9017 2374,

E-mail: newsletter@auslb.verwalt-berlin.de

Arabic, English, French, Greek, Italian, Croatian, Polish, Romanian, Russian, Spanish and Vietnamese is spoken.

Publication of the Commissioner for Integration and Migration

The UN counts 191 member countries. Citizens from almost all UN countries are represented in Berlin. Some of them stay only for a short time; others became already well established citizens of Berlin. Many of those minority communities can refer to a long history.

The Berlin commissioner for integration and migration publishes a series, informing about the present and past of immigrated minorities. Besides comprehensive subjects about migration, cross-cultural life or religion, the series presents numerous nationalities living in Berlin.

So far not all immigrated minorities are represented in the publication, but the series is still in progress. These brochures have a certain concern: they want to show the roots of people from different origin, nationality or religion living in the city. Immigration is not a new subject. Throughout the history of Berlin is characterized, formed and built by immigrants. In the frame of this publication we want to follow the buried traces of multi cultural history. The story of Berlin has also its characteristic American, Arabic, Bulgarian, English, French, Polish, and Russian or Turkish sides, just to name a few examples. It is the goal of this publication series to increase the people's awareness.

For the minorities living here, the brochures are a key to their history in Berlin, and may strengthen their solidarity towards the city. Moreover they offer the possibility to get in contact with the local communities, because they provide addresses of meeting point. More than 40 brochures are available so far. The brochures can be purchased form the integration commissioner. For information about the latest publications please refer to the web page at:

<http://www.berlin.de/sengsv/auslb/publikationen/index.html>

Previously Published:

Albaner in Berlin, 1999

Araber in Berlin, 2002

Berliner Brücken nach Europa – Estland, Polen, Tschechische Republik, Ungarn, 2004

Vom Balkan nach Berlin - Streifzug durch die Beziehungen zu Jugoslawien und seinen Nachfolgestaaten, 1999

Böhmische Dörfer und mehr... Tschechen und Slowaken in Berlin, 2000

Bulgaren in Berlin, 2003

Deutsche im Schmelztiegel der USA, 1994

Dauerhafte Beziehungen / Lasting Relations, 200 Jahre Amerikaner in Berlin / Americans in Berlin for two hundred years, deutsch – amerikanisch, 1995

Das Edikt von Potsdam - Hugenotten in Berlin, 2000, (Nachdruck von 1985)

"Und am Ende ist es doch geglückt" - Esten, Letten, Litauer in Berlin, 1998

Fisimatenten - Franzosen in Berlin und Brandenburg, Les Français à Berlin et en Brandebourg, deutsch – französisch, 2004

Georgier in Berlin, 1999

Holländer an der Havel - Flamen und Niederländer in Berlin, 1994

Inder in Berlin, 1997

Indonesien in Berlin, 2003

Iraner in Berlin, 1994 (vergriffen)

Iren und Briten in Berlin, 1995

Italien in Berlin, 2000

Japan an der Spree, 1995

Koreaner in Berlin, 1993 (vergriffen)

Korea in Berlin von A bis Z, 2002

Das Kurdische Berlin, 2003

Lateinamerikaner in Berlin, 2000

Metropole, Menschen, Nahaufnahme - Afrikaner in Berlin, 1997 (vergriffen)

Das Polnische Berlin / Polski Berlin, deutsch-polnisch, 2002
Portugiesen und Spanier in Berlin, 2000
Rewriting The Footnotes – Berlin und die Afrikanische Diaspora / Berlin and the African Diaspora, deutsch – amerikanisch, 2000
Wege zwischen Rumänien und Berlin, 2004
Das Russische Berlin, 2002
Schweizer in Berlin und Brandenburg, 1999
Skandinavier und Finnen in Berlin, 1997
Spree-Athen, Griechen leben in Berlin, 1997
Thai in Berlin, 2001
Das Türkische Berlin, 1998
Das Türkische Berlin von A bis Z, 2001
Ukrainer in Berlin, 2004
Ungarn in Berlin, 2001
Vietnamesen in Berlin, 1997
Von Aizenberg bis Zaidelman - Jüdische Zuwanderer aus Osteuropa in Berlin und die Jüdische Gemeinde heute, 1997
Die Wolga an der Spree – Tataren und Baschkiren in Berlin, 2000

Interkultureller Kalender für das laufende Jahr

II Living in Berlin: Housing, Jobs, Education, Formation

6. Housing

Apartments in Berlin

In Berlin a large number of apartments are available in all districts and price ranges. Compared to other cities in Germany, and in particular to other European metropolis, rents are rather cheap.

6.1 Looking for an Apartment

You can easily find a suitable apartment in the classifieds section of the Berlin daily newspapers. Most offers you find in the weekend edition. There are also journals that specialize in real estate offers and search advertisements for apartments.

The latest listings are also published on the web. Most daily newspapers offer real estate sections on their official websites.

Real estate agents also offer apartments. The agents are private companies that deal in renting or selling apartments. The addresses of real estate agents can be found in the "Yellow Pages" (look for "Makler" or "Immobilienmakler"). Most of these companies charge a fee.

When looking for a flat it is often helpful to visit your local Housing Office ("Wohnungsamt", see list in I.3.). They offer information on "Wohnungsgesellschaften", which are state-run housing associations that provide flats for rent.

6.2 Quote the Rent

Rent, or "Miete" or "Monatsmiete" in German, is the amount paid by the tenant ("Mieter") to the landlord ("Vermieter") every month. Additional costs cover the expenses for garbage disposal, street and house cleaning, heating and water supply.

Additional costs like heating depend on your personal needs and will be charged accordingly. Other costs depend on the size of the apartment and the number of tenants. Electricity, gas (usually), and phone are not part of the regular lease. These items are subject to an individual contract with the providers. Additional costs and charges for electricity, gas and phone are subject of a monthly flat-rate. Once a year the tenant receives the total balance statement.

Additional Costs - Save Energy

Save money by economizing your heat, electricity and gas consumption, and thus reducing your additional costs. Tips for economic use of electricity and gas are available at the supply companies [Bewag \(www.bewag.de/Energiespar-Tipps\)](http://www.bewag.de/Energiespar-Tipps) and [GASAG](http://www.gasag.de). Free information concerning heating, hot water, heat insulation, solar technology, energy savings from an expert is available at the "[Gesellschaft für Rationelle Energieverwendung e.V.](http://www.gesellschaft-fuer-rationelle-energieverwendung.de)". For appointments, please call 030 7872-1130.

Rent Comparisons ("Berliner Mietspiegel")

The journal "Berliner Mietspiegel" lists common rent prices according to type of apartment, type of building, size, style and quality in for all districts. The "Mietspiegel" is applicable to non-price-maintained flats in apartment buildings which were available before September 30, 1999.

The rent is stated as a monthly "[Netto-Kaltmiete](#)" (cold rent) per EUR/m². Not included are:

- collective heating and hot water supply
- operational costs
- furniture and sublet supplement
- charges for additional housing space for other purposes

The "Mietspiegel" is available at

Senatsverwaltung für Stadtentwicklung

Herr Berke

Württembergische Straße 6

10707 Berlin

Tel.: +49 30 9020-5555, Fax: +49 30 9012-3501

E-Mail: info-center@senstadt.verwalt-berlin.de, Internet: www.stadtentwicklung.berlin.de

6.3 Tenant Associations

Consultation and protection for tenants is offered by tenant associations:

Berliner MieterGemeinschaft e.V.

Möckernstraße 92

10963 Berlin

Tel: 030 / 216 80 01

Fax: 030 / 216 85 15

www.bmgev.de

Berliner Mieterverein e.V.

Landesverband Berlin im Deutschen Mieterbund e.V.

Hauptgeschäftsstelle: Wilhelmstraße 74

(nahe Brandenburger Tor)

Eingang Behrenstrasse

10117 Berlin

Tel: 030 / 22 62 6-0

Fax: 030 / 22 62 61 61

www.berliner-mieterverein.de

Mieterschutzbund Berlin e.V.

Konstanzer Straße 61

10707 Berlin

Tel: 030 / 882 30 85

Fax: 030 / 882 77 00

Filiale Torstraße 25

10119 Berlin

Tel: 030 / 2 01 15 27

Fax: 030 / 2 01 15 96

Filiale Sonnenallee 95

12045 Berlin

Tel: 030 / 6 87 01 21

Fax: 030 / 6 82 11 47

6.4 Residence Registration

In Berlin, like everywhere else in Germany, you have to register your residency. According to § 11 of the Berlin registration law ("Meldegesetz"), everyone who wants to live in Berlin has to register at the registration office ("Meldebehörde") within the first week after arrival. The registration has to be accomplished at the local residence registration office ("Meldestellen") of the district (For address see I. 3. The Federal State of Berlin and its districts).

7. Working in Berlin

7.1 Find a Job: Jobcenters ("Arbeitsagenturen")

Are you looking a job or a new opportunity?

Jobcenters arrange for jobs and training positions, consult employers and employees, and offer help to increase your chances to find a job, e.g. in promoting training on the job or vocational retraining. Jobcenters also arrange job- and professional trainings. Job offers and applications for a job are cross linked nation wide, such that people seeking a job can get a good overview of the job market in Germany.

Are you looking for help or assistance to find the right professional or educational program?

For career guidance or information about training positions, jobcenters and career agencies are ready to answer your questions. Vocational counseling and employment exchange are ready to help you free of charge. At jobcenters you also apply for grants to support your professional training.

At the jobcenters you find comprehensive information to your questions.

Besides, jobcenters care about social security. In case you lost your job, your employer has become insolvent or cannot employ at full time anymore, job agencies pay unemployment benefit, i.e. "Arbeitslosengeld", "Insolvenzausfall" or "Kurzarbeitergeld". Special regulations apply for construction industry ("Winterbauförderung").

Jobcenters promote, create and ensure continuation of new jobs for disabled persons. Further on you can apply at the "Familienkasse" of the jobcenters for child benefit.

Find the address and opening hours of your local Berlin jobcentre in the following list:

Agentur für Arbeit Berlin Mitte

Die Agentur für Arbeit Berlin Mitte ist zuständig für Arbeitnehmer, Akademiker, schwerbehinderte Menschen aus den Stadtbezirken Friedrichshain- Kreuzberg und Mitte
Arbeitsvermittlung und Arbeitsberatung sowie Leistungsberatung für den Stadtbezirk Friedrichshain- Kreuzberg
Charlottenstraße 97 - 90
10969 Berlin
Telefon: (030) 55555, Fax: (030) 5555 99 4060, E- Mail: Berlin-Mitte@arbeitsagentur.de

Allgemeine Öffnungszeiten:

Mo, Di, Mi 08.00 - 12.00 Uhr

Do 08.00 - 18.00 Uhr

Fr 08.00 - 12.00 Uhr

Zusätzliche Beratungszeiten für Arbeit Suchende innerhalb der Kündigungsfrist:

Mo und Di 12.00 - 16.00 Uhr oder nach vorheriger Terminabsprache

Agentur für Arbeit Berlin Nord, Hauptamt

verantwortlich für die Bezirke Charlottenburg – Wilmersdorf
Königin-Elisabeth-Str. 49, 14059 Berlin, Telefon: 55555, Telefax: 555570-4444

Geschäftsstelle Pankow, verantwortlich für den Bezirk Pankow
Storkower Str. 118/120, 10407 Berlin, Telefon: 55555, Telefax: 555585-1596

Geschäftsstelle Reinickendorf, verantwortlich für den Bezirk Reinickendorf
An der Mühle 5 - 9; 13507 Berlin, Telefon: 55555, Telefax: 555586-399

Geschäftsstelle Spandau, verantwortlich für den Bezirk Spandau
Brunsbütteler Damm 75-77, 13581 Berlin, Telefon: 55555, Telefax: 5555 71-2444
Mail: Berlin-Nord@arbeitsagentur.de

Allgemeine Öffnungszeiten

Montag-Dienstag, Freitag	8.00 - 13.00 Uhr
Mittwoch	geschlossen
Donnerstag	8.00 - 18.00 Uhr

Agentur für Arbeit Berlin Ost

Hauptamt: Gotlindestraße 93, 10365 Berlin
Telefon 030 / 55555, Telefax 030 / 5555 88 4999

Geschäftsstelle Marzahn-Hellersdorf, verantwortlich für den Bezirk Marzahn-Hellersdorf
Janusz-Korcak-Straße 32, 12627 Berlin
Telefon 030 / 55555, Telefax 030 / 5555 89 1599
E-Mail: Berlin-Ost@arbeitsagentur.de

Öffnungszeiten der Agentur für Arbeit Berlin Ost (ohne Familienkasse)

Montag und Dienstag:	08.00 - 14.00 Uhr
Mittwoch:	08.00 - 12.00 Uhr
Donnerstag:	08.00 - 18.00 Uhr
Freitag:	08.00 - 12.00 Uhr

Agentur für Arbeit Berlin Süd

Verantwortlich für den Bezirk Neukölln
Sonnenallee 282, 12057 Berlin
Tel.: (030) 55555, Fax: (030) 5555 77 4444
E-Mail: berlin-sued@arbeitsagentur.de

Geschäftsstelle Treptow-Köpenick
Zuständig für den Bezirk Treptow-Köpenick
Rudower Chaussee 4, Haus 15, 12489 Berlin
Tel.: (030) 55555, Fax: (030) 5555 77 1505
E-Mail: treptow-koepenick@arbeitsagentur.de

Öffnungszeiten:

Montag	08:00 - 16:00 Uhr
Dienstag	08:00 - 12:00 Uhr, 12:00 - 16:00 Uhr (nur terminierte Beratungen)
Mittwoch	08:00 - 12:00 Uhr
Donnerstag	08:00 - 18:00 Uhr
Freitag	08:00 - 12:00 Uhr

Agentur für Arbeit Berlin Südwest

Zuständig für Bezirk Tempelhof-Schöneberg
Wolframstr.89-92, 12105 Berlin
Telefon: 030/55555, Fax: 030/555580-3333
Mail: Berlin-Suedwest@arbeitsagentur.de
Postanschrift: 12096 Berlin

Geschäftsstelle Steglitz-Zehlendorf

Zuständig für Bezirk Steglitz-Zehlendorf
Händlerplatz 1, 12203 Berlin
Telefon: 030/55555, Fax: 030/555581-4999
Mail: Steglitz@arbeitsagentur.de
Postanschrift: 12200 Berlin

Öffnungszeiten:

Montag bis Mittwoch und Freitag	von 08:00 Uhr bis 13:00 Uhr
Donnerstag	von 08:00 Uhr bis 18:00 Uhr
Für Berufstätige und Besucher mit Termin zusätzlich:	
Montag bis Mittwoch	von 13:00 Uhr bis 16:00 Uhr

7.2 Work Permit

In order to get a job, immigrants from non-EU countries need a residence permit ("Aufenthaltserlaubnis") which qualifies for working or a settlement permit ("Niederlassungserlaubnis"). A residence permit qualifies for accepting jobs if explicitly stated on the permit (dependent employment or self-employment). For dependent employees in the following practice applies principle. The immigration office ("Ausländerbehörde") verifies the the legal conditions for a residence permit. If the conditions are fulfilled, the immigration office requests approval from the Federal Labour Agency for the person to accept an employment. In principle approval will be issued only if the vacancy cannot be filled by a German, a resident of the EU or another preferential jobholder (third party citizens living in Germany for a long time).

EU citizens can entry Germany for job-seeking purpose without visa. EU citizens and their family dependents (if also citizens of an EU member state) will be certified the right of residence. EU citizens qualify for holding a job and do not need special approval from the Federal Labour Agency. EU citizens from Central and Eastern Europe are restricted (cf. IV. 19.1)

7.3 Tax and Social Insurance

Jobholders must have a tax card ("Lohnsteuerkarte") and a social insurance card ("Sozialversicherungsausweis"). Tax cards are provided by the local authorities ("Bürgeramt") of your district. Social insurance cards are provided by the pension insurance agencies. You will be registered at the pension insurance agency on the occasion of your first employment (usually the employer), upon which you obtain your social insurance number and your social insurance card.

The work contract usually fixes the gross income. The gross income is subject to tax and social insurance deductions, which will be purged by the employer. Your paycheck amounts on the net income. Gross and net income is listed on your payroll.

Insurance claims due to illness or casualty, unemployment, age, need of care and disability go with your and your employers' subscription to social insurance.

Monthly rates for health insurance, unemployment insurance, pension insurance and care insurance, are called social contributions ("Sozialabgaben"). The total monthly amount goes with your income. You and your employer are equally charged half the amount. The employees subscription is purged from the income; the employer does the payment to the insurance company.

The tax is taken from the gross income. The rate depends on your total income, your family status and your tax classification (I-VI). The tax class depends on your civil status, number of children and whether or not your income is "secondary". If both partners earn a taxable income, a the combination of two tax classes might be beneficial. Declarations regarding the tax class and children are listed on the tax card, which can be obtained at the local authorities ("Bürgerämter").

The tax card stays with the employer. The employer fills in your income and related specifications. Taxes are deducted automatically from the monthly gross income.

Tax refunds can be claimed subsequently. Please refer to the income tax association ("Lohnsteuerverein") or a tax consultant for further information. The tax authorities can also provide you with assistance. For more information please refer to the local tax authorities or to the tax consultant or online at www.finanzamt.de. The Federal Ministry of Finances provides at www.bundesfinanzministerium.de a brochure "Steuern von A bis Z".

7.4 Work Representations of Interest

The industrial democracy act supports the election of a council for operational interest protection ("**Betriebsrat**") in corporations organized under private law (e.g. "GmbH", "Aktiengesellschaft") with at least five permanent employees. The council represents the interests of the workforce within the corporation. Council and employer are working closely together with the trade unions and employer federations represented in the firm.

The council is elected by all employees of the corporation, independently of nationality. The council surveys the workers' rights, safety regulations, collective bargaining agreements and company agreements, and that employees are treated equally, regardless their ethnic origin, religion, nationality, political or trade union activities and affiliations, or because of gender or sexual identity.

The council is authorized by law to support the process of integration of foreign employees and to promote better understanding between foreign and German workers. The council is to set off measures to combat racism and xenophobia within the company. The council can ask the removal of an employee for racist or xenophobic behavior and to veto the recruitment of a prospective employee for the same reasons.

The council has the right to participate in social, personnel and economic matters. For example, it also has a say if workers are ordered to work overtime or short time. It also has a right to be involved in any envisaged recruitment or dismissal of workers and in drawing up social plans in the event of factory closures or other company changes. In some companies the employers and council have concluded company agreements to promote equal opportunities and to protect against discrimination.

7.5 Self-Employment

Residence permits can be issued for self-employed work, if a positive effect on the economy is expected. These prerequisites are generally deemed to be fulfilled with a minimum investment sum of 1 million euros and the creation of ten jobs. If the investment sum or the number of jobs is less, the prerequisites are examined in terms of viability of the concept, amount of invested capital, business experience by trade authorities and associations. Foreigners older than 45 years receive a residence permit if they have a suitable retirement plan.

Information centers for investors from abroad:

Wirtschaftsförderung Berlin International GmbH
Fasanenstr. 85, 10623 Berlin,
Tel: +49 30 39980218

Zentrale Anlauf- und Koordinationsstelle für Unternehmen (ZAK)
Martin-Luther-Str. 105, 10825 Berlin,
Tel: +49 30 9013 - 7601

Information centers of the chambers:

Industrie- und Handelskammer (IHK)
Fasanenstraße 85, 10623 Berlin
Tel.:+49 30 315 10-0, Fax: +49 30 315 10-278

Handwerkskammer zu Berlin (HWK)
Blücherstraße 68, 10961 Berlin
Tel.: +49 30 259 03-01, Fax: +49 30 259 03-235

Others:

Beratungs- und Ausbildungszentrum für
zugewanderte Gewerbetreibende
Schliemannstraße 23, 10437 Berlin,
Tel.: +49 30 44 65 10 65 Fax: +49 30 444 10 85
Web: www.emz-berlin.de Email: info@emz-berlin.de

Nation wide agency for female founders

The central **Hotline 0180 - 5 22 90 22** (Monday to Thursday from 9:00 am to 6:00 pm and Friday from 9:00 am to 4:00 pm) is contact point for information and tips about local assistance by female experts.

For more information: **Email: bga@gruenderinnenagentur.de**

And

Innovation und Bildung Hohenheim GmbH (IBH)
Projektleitung: Ingrid Katz. M.A.
Wollgrasweg 49, 70599 Stuttgart
Tel: 0711/451017-206 / Fax: 0711/123-2556

8. Equal Rights for Men and Women

8.1 Offers for Women

The basic constitutional law, Art.3, of the Federal Republic of Germany protects equality. Citation: "Men and women have equal rights. No one may be disadvantaged or favored because of his sex (...)". Equality is being largely realized by the law of equal rights which became operative on July 1, 1958. Many details of this basic law have been worked out subsequently: As part of the equality law (marriage law, law of property and custody) 1957, equal treatment at work 1980, and 1994 employment protection and support programs for women in business.

In many professions women are still rewarded 25 percent less on average than men. Nevertheless, family duties remain often the women's part (single parent). Calls for law against discrimination and "quotas regulations", i.e. "women quotas" for job hires demonstrate already since the eighties and nineties, how slowly accustomed social structures change.

In the mean time changes occurred. More and more women are successful in professional life and honorary positions. To push this process further ahead there are many initiatives supporting women to achieve their goals. The federal ministry for family, seniors, women and youth offers on its webpage (www.bmfsfj.de) information about initiatives and projects for women promotion.

The Federal Government has launched a nationwide agency for female founders, hereby emphasizing the promotion of professional independence of women. This partnership project of the federal ministries for family, seniors, women and youth (BMFSFJ), for development and research (BMBF) as well as economy and work (BWA) should increase the amount of inaugurations by women and improve the environment for women foundations in general (cf. 7.5).

The project "women to the top" has the goal to increase the percentage of women in leadership positions of sport associations and federal sports leagues to benefit from the experience and competences of women. For more information go to the website at www.femtotop.de Since March 2005 the website www.frauenmachenkarriere.de offers quick and easy access to comprehensive information on the behalf of women employment. Service and background information can be found on subjects like occupation start, career, start-up and return to profession. The whole package contains information on federal and state level.

The country Berlin considers women and men as equal partners and supports women in their efforts to lead a stand-alone life and to perceive educational and occupational opportunities. The promotion of women has high priority in Berlin and is accompanied by many opportunities of consultation, training and support in critical situations.

Consultation and information on existing opportunities about women's promotion is available at the women's commissioner of the district authorities. Please find their address on the following pages.

Frauen- und Gleichstellungsbeauftragte der Bezirke

Bezirksamt Charlottenburg- Wilmersdorf

Büro der Frauenbeauftragten

Otto-Suhr-Allee 100, 10585 Berlin, Zimmer 241 d

frauenbeauftragte@ba-cw.verwaltberlin.de, De, Tel. 9029-12690, Fax 9029-12055/12055

Sprachkenntnisse: Englisch

Bezirksamt Friedrichshain- Kreuzberg

Gleichstellungsbeauftragte

Frankfurter Allee 35 -37, 10216 Berlin, Zimmer 2915/16

Koch-Knoebel@ba-frh.verwalt-berlin.de, Tel. 2324 -4109/11, Fax 2324 - 4177

Sprachkenntnisse: Englisch

Bezirksamt Lichtenberg

Gleichstellungsbeauftragte

Möllendorffstr. 6, 10360 Berlin

10360 Berlin (Postanschrift), Zimmer 10/11

Tel. 5504-3320/3321, Fax 5504-3309

Bezirksamt Marzahn- Hellersdorf

Gleichstellungsbeauftragte

Alice-Salomon-Platz 3, 12527 Berlin, Zimmer 452

Liane.Behrendt@ba-mh.verwalt-berlin.de, Tel. 90293-2050/1, Fax 90293-2055

Bezirksamt Mitte

Amt für Gleichstellung, Frauenbeauftragte

Mathilde-Jacob-Platz 1, 10551 Berlin, Zimmer 212

kerstin.drobick@ba-mitte.verwaltberlin.de, Tel. 2009-32048/32168, Fax 2009-32101

Zimmer 126

Sprachkenntnisse: Englisch

Bezirksamt Neukölln

Frauenbeauftragte

Karl-Marx-Str. 83-85 12043 Berlin, Zimmer KU 62

Renate.Bremmert@BA-NKN.verwalt-berlin.de, Tel. 6809-3555/3554, Fax 6809-2445

<http://Members.AOL.COM/Frauenamt>

Bezirksamt Pankow

Gleichstellungsbeauftragte

Breite Str. 24 A - 26, 13187 Berlin, Zimmer 137

gleichb@ba-pkow.verwalt-berlin.de, Tel. 4883-2305, Fax 4883-2318

Zimmer 106

Sprachkenntnisse: Russisch, Englisch

Bezirksamt Reinickendorf

Frauenbeauftragte

Eichborndamm 215-239, 13437 Berlin, Zimmer 124

Tel. 4192-2309/2011, Fax 4192-2215

Bezirksamt Spandau

Frauenbeauftragte

Carl-Schurz-Str. 2-6, 13597 Berlin, Zimmer 1201 a-c

Tel. 3303-3501/3602, Fax 3303-7614

Sprachkenntnisse: Englisch

Bezirksamt Steglitz- Zehlendorf

Frauenbeauftragte

Schloßstr. 80 (Kreisel), 12165 Berlin, Zimmer 301

Tel. 6321-3206/3354, Fax 6321-2670

Sprachkenntnisse: Englisch

Bezirksamt Tempelhof- Schöneberg

Frauenbeauftragtenbüro

Rathaus Schöneberg, John-F.-Kennedy-Platz, 10820 Berlin, Zimmer 147 - 149

birkelbach@ba-temp.verwaltberlin.de, hasecke@ba-temp.verwalt-berlin.de

Tel. 7560-6031/3642/8941, Fax 7560-2391 (Frauenbeauftragtenbüro)

Sprachkenntnisse: Regelung nach Einzelfallabsprache

Bezirksamt Treptow-Köpenick

Gleichstellungsbeauftragte

Rathaus Köpenick

Alt Köpenick 21, 12555 Berlin

Christiane.Hartmann-Kraatz@batk.verwalt-berlin.de

Tel. 6172-2309, Fax 6172-2040

Sprachkenntnisse: Englisch

9. Family Assistance

9.1 Education and Family Consultation Agencies

- You are having questions about upbringing or partnership
- There are conflicts in the family
- Separation from your partner or spouse is in view
- You are worrying about your children
- Your children are having problems in the school

Find help and information at the education and family consultation agencies.

The education and family consultation agencies offer psychological, educational and therapeutic support. Depending on the case, help is offered from information conversation to consultation discussion, diagnostic analysis or psychotherapy.

The education and family consultation agencies are bound to professional secrecy, provide you easy and neutral help free of charge, and advice anonymous if requested. For more information and contact address please go to the website:

<http://www.efb-berlin.de>

For more information and addresses of information centers, please refer to the citizen offices of the district authorities. Addresses of the district authorities are listed in chapter I.3.

9.2 Child Benefit ("Kindergeld")

Parents receive child benefit depending on the number of children. Child benefit is independent of your employment. Child benefit must be claimed at the families found office of the work agency or at the employer. Addresses are listed in chapter 7.1

9.3 Publications: A Guide for Families in Berlin

The senate administration for education, youth and sport has published a helpful guide for families in Berlin, which is helpful for everyone seeking support in education of your children and improvement of the family situation. You can get the brochure at

Infopunkt der Senatsverwaltung für Bildung, Jugend und Sport

Beuthstraße 6 - 8

(Eingang Beuthstraße 8, rechts neben dem Haupteingang)

D-10117 Berlin

Tel.: +49 30 9026-5000

Fax: +49 30 9026-5530

More information can be found on the website:

www.sensjs.berlin.de

10. Children and Juveniles, School, Education and Study

10.1 Day-Care Centers ("**Kindertagesstätten**" or "**Kitas**")

Berlin offers families a children friendly living environment and promotes young persons in creating their lifestyle. Parents can find a broad and versatile child care program in all districts of Berlin. In 1999 Berlin accepted the part as twin city of the world child welfare organization UNICEF "Capital city of children".

Day-Care Centers in Berlin

Berlin has many offers for day care of children:

- In total about 2,200 day-care centers (Kitas)
- Approx. 150,000 places
- Every child above the age of three to six has a legal right to at least a part-time place in a Kita.
- Almost 35 % of all children up to their third year are being promoted in a day care institutions.
- Approx. 95 % of all children attend the kindergarten after their third year.
- Over 40 % of elementary school children attend an after-school care club of a day-care institution heard or the regular full-day program of an elementary or special school.

Day-Care Centers of Independent Institutions ("freie Träger**")**

Besides the district youth welfare offices independent institutions, like the German Red Cross, workers' welfare institution and the international alliance for social working offer Kita-places as well. Alternatively there are Kitas organized by parents' associations ("**Eltern-Initiativ-Kitas**"), formerly known as "Kinderladen" or "Schülerladen", normally offering day care for seven hours on the average. Further more there are "**Eltern-Kind-Gruppen**", running five days a week for at least four hours.

Are you looking for a Kita? The senate administration for education, youth and sport maintains a database of all Kitas for you to find the right opportunity. www.sensjs.berlin.de

10.2 School: Before Class ("Vorklasse") to High School

In Germany a ten-year compulsory education is mandatory. During a vocational education the vocational school is mandatory as well. Children begin their compulsory education at the age of six. The new school year begins on August 1. Certain conditions permit parents (or legal representatives) to apply for a place at school earlier. Once admitted to school, the attendance is mandatory.

The quality of the German education system - from the primary school ("Grundschule") up to the dual system of education in businesses and vocational schools (see vocational education) – is generally estimated as being good. Generality, openness and cultural diversity characterize the program of schools and institutions.

The knowledge of the language is decisively for a successful training. Therefore knowledge of the German language is reviewed at registration to primary school. If deficits are recognized, children must participate in a six month language course. This is in order to make sure that every child has a good start for successful school training.

The Berliner educational system offers an established basic education and a manifold of possibilities for continued education. Pupils and students can be promoted at an early stage according to their talent, emphasizing on language, science or music.

In Berlin, there are more than 1200 public and private schools with a wide spectrum of pedagogic programs. Special opportunities, like the federal Europe schools with bilingual program, are very popular.

The educational system has several levels of education. All pupils start at an elementary school, before continuing at a general-education school.

Before Classe ("Vorklassen", in primary school)

The attendance of the before class is voluntary. The five-year-old and the not yet ready training six-year-old children are accustomed to life in a larger partnership. In several districts exists a two-year "entrance step" that summarizes before class and class 1 under special pedagogic objective.

Primary Schools ("Grundschulen")

The primary school comprises the before class and the classes step 1 to 6. A multitude of primary schools offers special care opportunities. There are integration classes at numerous primary schools, where disabled and non-disabled children are being instructed together. There are many schools with special pedagogic focal points, like sport, music, religion, Montessori, languages.

High School ("Oberschulen")

While in elementary schools all students follow the same educational program, in high school there are three different branches of education. Best students are accepted at the "Gymnasium", students with less score are accepted at the secondary school ("Realschule"), and students with lowest score are accepted at the intermediate school ("Hauptschule"). Comprehensive schools ("Gesamtschule") offer of all three branches in parallel.

Intermediate Schools ("Hauptschulen")

Intermediate schools comprise the classes 7 to 10. The goals are to settle the knowledge, capacities and views in the sense of a modern general standard of education, leading to the world of economy and business, and preparation to a mature choice of the future profession.

Secondary Schools ("Realschulen")

The secondary schools comprise the classes 7 to 10. Goals are the settlement of the base for a vocational education on a higher level and qualifying courses of education. Within the choice of compulsory subjects a focal point is eligible. With at least satisfying notes ("befriedigend"), the secondary school diploma entitles to enter the advanced stage of the "Gymnasium" or the higher level of a vocational high school.

"Gymnasium"

The "Gymnasium" runs normally from class 7 to 13, and finishes with the final examination ("Abitur"), after which students can change on the university. At the "Gymnasium" courses are taught initially in classes; in the last two years student may choose their courses according to their inclination and future profession.

"Gesamtschulen"

The comprehensive school offers program, where the educational program from intermediate school, secondary school and the "Gymnasium" are grasped together in the classes from 7 to 10. The advantage lies in the fact that class associations can shift jointly from elementary school to comprehensive school. Goals are a joint instruction of all students, independent of their training prerequisites, support and individually focused promotion. The majority of comprehensive schools have a "Gymnasium" high school.

Some comprehensive schools are involved in trial program between different districts of a joint education of disabled and non-disabled children.

Special Educational Promotion

The instruction and education mission of Berlin schools applies also to students with the need for special educational promotion. The legal representatives have the choice whether their child is supposed to be promoted in the joint training or in a special educational training. Nationwide Berlin takes one of the first positions among participants in the joint instruction program.

The following schools are available for special educational promotion: schools for hard of hearing, schools for deaf, schools for handicapped persons, schools for language-obstructed, schools for learn-obstructed, schools for mental-obstructed, a school for visual-obstructed, a school for blind, small classes for behavior-disturbed (observation classes).

Information Center for Education Offers

At the "InfoPunkt" you can find all brochures and publications of the senate administration for education, youth and sport. You get on-site information by e-mail or telephone and receive important information about the responsibilities of the senate administration. If necessary, you will be directly connected to the responsible experts.

Infopunkt der Senatsverwaltung für Bildung, Jugend und Sport

Beuthstraße 6 - 8

(Eingang Beuthstraße 8, rechts neben dem Haupteingang)

D-10117 Berlin

Tel.: +49 30 9026-5000

Fax: +49 30 9026-5530

E-Mail: infopunkt@senbjs.verwalt-berlin.de

Ansprechpartner:

Barbara Bühring

E-Mail: barbara.buehring@senbjs.verwalt-berlin.de

Michael Klaue

E-Mail: michael.klaue@senbjs.verwalt-berlin.de

Sprechzeiten:

Montag: 9:00 - 16:30 Uhr

Dienstag: 9:00 - 16:30 Uhr

Donnerstag: 9:00 - 18:00 Uhr

Freitag: 9:00 - 14:00 Uhr

10.3 Offers for Juveniles

You may get a first idea about opportunities for young people in Berlin on the webpage of the Senate Department for Education, Youth and Sport, for example addresses and programs of leisure time centers and guest houses for young people.

Brochure: "Wo ist was los? "

For children and young people Berlin has a lot of at leisure time activities to offer. The Senate Department for Education, Youth and Sport published the brochure "Wo ist was los?" In this brochure approx. 700 different projects are presented. For parents, teachers, grannies, educators and all those who have to do with children, this guide informs what can be done in the local environment ("Kiez") or throughout Berlin in your leisure time. You receive information about leisure time centers for children and young people, music training, art training, educational centers for young people, youth associations and youth information centers.

Concerts for Young People and Families 2004/2005

For many years the "JugendKulturService" publishes this guide through the cultural opportunities of Berlin with support from the senate administration for development, youth and sport as well as the different organizers, for children and young people to use the huge variety of concert offers from the Berlin orchestras and choirs - all at moderate prices and normally on good seats.

Additionally the "JugendKulturService" offers children, young people and families an extensive service in culture, sport and other domains of the vibrating Berlin city life. With "JugendKulturService" you can experience exciting events 365 days a year.

Contact:

[JugendKulturService](#)

[eine gemeinnützige Gesellschaft des Berliner Jugendclub e. V.](#)

[Obentrautstraße 55, 10963 Berlin-Kreuzberg](#)

[Info-Telefon: 030-23 55 62 0, Fax: 030-23 55 62 20, Mail: \[info@jugendkulturservice.de\]\(mailto:info@jugendkulturservice.de\)](#)

[Internet: \[www.jugendkulturservice.de\]\(http://www.jugendkulturservice.de\)](#)

[Fahrverbindung: U 1/15 und U 7 \(Möckernbrücke\), U 6 und U 7 \(Mehringdamm\)](#)

[Öffnungszeiten: Mo, Di, Mi von 9 bis 16 Uhr, Do von 9 bis 18 Uhr, Fr von 9 bis 14 Uhr](#)

Help Service for Delinquent Young Persons

the Brochure: "Erwischt - was nun? "

Should your children or other young people in your circle of acquaintances come into conflict with the law, the juvenile probation officer offers consultation. In most cases, consultation helps concerned young people to overcome difficult stages of development and no longer become delinquent.

The brochure tries to answer questions many young people have when facing a court case. The juvenile probation officer would like to hand out this brochure to delinquent young people and their parents as a guide for planning the next steps to follow.

What Else is Important?

Information about recovery trips to the outskirts for example, is provided by the youth development programs of the Berlin district authorities, the youth associations and the senate administration for education, youth and sport.

Information and many links to institutions and projects about **children and youth work on the web** at:

Jugendserver Spinnenwerk: <http://www.spinnenwerk.de>

Senatsverwaltung für Bildung, Jugend und Sport: <http://www.senbjs.berlin.de>

Virtueller Kinderstadtplan: <http://www.kinderstadtplan.de>

Info on: www.infonetkalender.de

Youth libraries are in each district. Addresses and opening hours can be asked at [Amerika-Gedenkbibliothek, Blücherplatz 1, 10961 Berlin, Telefon \(0 30\) 90 22 60](#).

These brochures are available at the information desk of the senate administration for education, youth and sport (address see at 9.3) as well as at the youth welfare offices of the district authorities (addresses in I.3.).

10.4 Vocational Education

Studies and Profession

Do you need advice and support in your choice of the right profession and/or course of studies? You find comprehensive information at the Berlin work agencies to many of your questions. The work agencies arranged information centers where you find help in choosing the right formation. Further on the work agencies arrange traineeships. The addresses of work agencies are listed in 7.1

Vocational Schools ("Berufsschulen") in the Dual System of Vocational Training

In the dual system of vocational training, the trainees receive their practical training in a company on the job. During one or two days a week the trainees attend vocational school, where they learn the theoretic knowledge of their profession. All vocational schools are specialized for one particular professional group.

Because not all trainees can find a training company, closely related formations are offered as well.

Full-Time Vocational Schools ("Berufsfachschulen")

Full-time vocational schools are schools which offer the entire vocational training. They mediate the required practical skills and theoretical knowledge in numerous fields of occupation and welfare. Simultaneously they serve the expansion of the students' general education. To be accepted, at least the expanded intermediate school certificate is required. The level of the full-time vocational school diploma is equivalent to secondary school and comprises a recognized professional training with certificate ("Kammerprüfung").

Students finishing comprehensive education before having completed the mandatory ten-year training, must attend a vocational school or accept similar opportunity (one-year courses enabling for a profession, BB 10). For young people without education or employment contract, there is a full time-course for vocational training in the 11th year of school (VZ 11).

Technical Schools ("Fachschulen")

Besides, Berlin has numerous technical schools, like the federal technical school Berlin, the federal technical school for hotel and restaurant business and the national technical school for social pedagogics.

Higher Level Centers ("Oberstufenzentren")

Higher level centers (OSZ) conclude and organize the vocational schools by occupation fields (vocational school, full-time vocational school and higher technical school). In some higher level centers there is also a gymnasium high school. Goal is to link the general and professional education together. In the introduction phase, the emphasis is set on the professional courses. In the course phase, one of the both folds of achievement is profession related. The diploma includes general university maturity. The attendance of an OSZ prefaces the decision for one of these fields of occupation:

- Economy and administration
- Electro technology
- Wood technology
- Chemistry, physics and biology
- Health, nourishment house economy
- Social pedagogic / social welfare
- Metal technology
- Construction technology
- Textile and clothing
- Printing technology
- Agricultural economy

10.5 Academic Studies

There is no region in Europe with such a high density of scientific and research institutions like in Berlin. Berlin invests approximately 1.8 billions of Euros annually in science and research. Over 50,000 employees teach, search and work at four universities, three art universities, seven technical colleges, an international business School, and over 70 non-university publicly financed research institutions. The clinic "Charité – Universitymedizin Berlin" supported by the Free University of Berlin and the Humboldt-University Berlin is the largest medical faculty in Europe. At the technology parks in "Adlershof" and "Berlin-Buch", research and economy cooperate closely together.

The national research organizations are represented in Berlin with several institutes respectively, moreover eight research institutes of different federal ministries.

Universities

Berlin is one of the most attractive university towns of Germany. 142,000 students are registered at the Berlin universities. 14 per cent are from foreign countries. In the federal comparison the Berlin universities recruit the most research grants.

Academies of Arts

The three art universities – University for Music "Hanns Eisler", Art University Weissensee / University for Formation and the University for Acting "Ernst Busch" - form a highly qualified new generation. They offer almost all artistic courses of studies to approx. 1,500 students.

Technical College

The range of the seven Berlin technical colleges expands over technology, economy, administration, social sciences and humanities. The technical colleges link application-oriented research to knowledge and technology transfer. Current problem definitions from practical experience, mainly from small and middle-class businesses, are in the focus of their research and development. In many countries in Europe this combination has become a standard approach. Numerous professionals from Germany and also foreign countries use the extensive continued education opportunities of the technical college. About 22,000 students are registered at the Berlin technical colleges.

Further information at www.fachhochschulen-in-berlin.de

10.6 Credit Transfer

Have you already acquired a diploma and/or a terminated vocational education in your home country and would like to acknowledge the credits in Germany? Please address yourself to the certificate approval office of the Senate Department for Education, Youth and Sport.

Tasks of the Certificate Approval Office

- Evaluation of domestic and foreign education certificates as evidence for a secondary or intermediate school certificate and for access to universities and technical colleges
- Evaluation of school diploma (occupation vocational schools, vocational schools)

Address:

[Zeugnisankennungsstelle der Senatsverwaltung für Bildung, Jugend und Sport](#)
Beuthstraße 6 - 8
D-10117 Berlin-Mitte

Tel.: 9026-5228 /-5231 /-5232 /-5219

Fax: 9026-5001

E-Mail: zastbe@senbjs.verwalt-berlin.de

Internet: www.senbjs.berlin.de

Opening hours:

Monday and Tuesday: 9:00 am to 12:00 am

Thursday: 4:00 pm to 6:00 pm

Lobby 1042, 1st Floor

Germans with qualifications from foreign universities, not residing in Berlin, should refer to the responsible evaluation office of their state of residence. Education qualifications of Germans not residing in the Federal Republic are evaluated centrally in Düsseldorf by the district government (telephone + 49,211 475-0).

11. Continued Education

Why Continued Education?

Today in all professions advanced and continued education is needed. The steady accelerating changes in all fields of qualification require a "lifelong learning". However, the job market has changed as well. Less employees remain in the once trained occupation or even in the same firm. Besides employers which want to qualify their employees, continued education opportunities addresses itself increasingly to the unemployed and potentially unemployed.

11.1 Publications: How to Find a Suitable Opportunity?

Database for Continued Education

<http://berlin.wdb.de/>

A comprehensive overview over continued education opportunities offers the Berlin database for continued education. Information on planned seminars and courses is available.

The Service:

You find about 10,000 opportunities for vocational continued education of approx. 400 education offerers in the vicinity of Berlin. At "development offer" type the keyword of your education into the full text search and you receive a list of courses offered to that subject. The offers are updated online by the educational institutions. The staff members of the "wdb-berlin" check randomly the entries. The database is operated by the agency of advertisement EUROPUBLIC Werbeagentur GmbH since 1997 on behalf of the "Senatsverwaltung für Wirtschaft, Arbeit und Frauen". Search and registration of offers from the educational institutions is free of charge!

Guide to Continued Education

The information provided in the guide of the Senate Administration for Education, Youth and Sport range from general continued education, political education to courses for vocational specialization. There is also information about subjects like educational leave, consulting and catch up of diplomas. The guide is available at the information point of the Senate Department for Education, Youth and Sport (address see 9.3).

Further information on the web at:

http://www.senajs.berlin.de/weiterbildung/ueberblick_weiterbildung.asp

seminus

seminus is a continued-education platform on the web since 1995, providing up-to-date contents for people interested in continued education, businesses, trainers and educational institutions. seminus publishes daily current news and seminar dates. The goal of seminus is to bring people searching seminars, people organizing seminars, and trainers together. With more than 12,000 seminar appointments and almost 4,000 seminar providers, seminus presents a central cross-disciplinary portal for professional continued education. Concise and user-friendly, seminus offers a full text search with selection options "categories", "region" and "period".

www.seminus.de .

11.2 Adult-Education Centers ("Volkshochschulen")

There are adult-education centers in all districts, financially supported by public funds and subscriber contributions. These adult-education centers are municipal centers. The Berlin adult-education centers and adult-education institutions offer programs for all people interested in further education and qualification. They offer a wide spectrum of continued education programs which match the social cultural structures of the districts. The opportunities range from creative formation, culture, sport and fitness, to foreign languages, business-economics or computing.

The close relation of adult-education centers to citizens and their needs is an essential point of its attractiveness. The courses are normally offered in the evenings or at the weekend. The participation fee is comparatively moderate. Some target groups benefit from reductions.

Volkshochschule Mitte

City VHS, Antonstraße 37, 13347 Berlin

Telefon 200 94 74 74, Fax 200 94 74 88

City VHS, Liniestraße 162, 10115 Berlin

Telefon 200927474, Fax 200947488

Volkshochschule Friedrichshain-Kreuzberg

Frankfurter Allee 37, 10247 Berlin

Telefon 90298-4600/01/02/03, Fax 90298-4176

Wassertorstraße 4, 10969 Berlin

Telefon 2219-5516, -5517, Fax 22195522

Volkshochschule Pankow

Schulstraße 29, 13187 Berlin

Telefon 48522820/2823, Fax 48522821

Prenzlauer Allee 227/228, 10405 Berlin

Telefon 42401414, Fax 42401429

Bizetstraße 64, 13088 Berlin

Telefon 9253712, Fax 96209822

Volkshochschule City West

Pestalozzistraße 40/41, 10627 Berlin

Telefon 902928855, Fax 902928831

Trautenaustraße 5, 10717 Berlin

Telefon 90291 9400, Fax 90291 9412

Volkshochschule Spandau

Reformationsplatz 2, 13597 Berlin

Telefon 33035000/5007, Fax 33035001

Volkshochschule Steglitz-Zehlendorf

Markgrafenstraße 3, 14163 Berlin

Telefon 63215020 Fax 63216477

Goethestraße 9 - 11, 12207 Berlin

Telefon 63212050, Fax 63212376

Volkshochschule Tempelhof-Schöneberg

Barbarossaplatz 5, 10781 Berlin

Telefon 75606299, -6397, Fax 75608944

Volkshochschule Neukölln

Boddinstraße 34, 12053 Berlin
Telefon 68092433, Fax 68093298

Volkshochschule Treptow-Köpenick

Plönzeile 7, 12459 Berlin
Telefon 6172 5411/5414, Fax 6172 5400
Baumschulenstraße 81, 12437 Berlin
Telefon 53699059, Fax 5328967

Volkshochschule Marzahn-Hellersdorf

Tangermünder Straße 30, 12627 Berlin
Telefon 9918116, Fax 9918120
Buckower Ring 54/56, 12683 Berlin,
Telefon 568816-0, Fax 5644013

Volkshochschule Lichtenberg

Paul-Junius-Straße 71, 10369 Berlin
Telefon 97981970, Fax 979819730

Volkshochschule Reinickendorf

Buddestraße 21, 13507 Berlin
Telefon 41924800, Fax 41924812

Allgemeine Informationen über die Volkshochschulen in Berlin erhalten Sie bei der
Senatsverwaltung für Bildung, Jugend und Sport

Referat Weiterbildung - II F –
Beuthstraße 6 - 8, 10117 Berlin
Telefon 90265243, Fax 90265002

12. Health – Medical Care in Berlin

Berlin has an outstandingly developed infrastructure with a dense network at hospitals, clinics, physician practices, emergency services and some special institutions. You will find a broad offer of medical care. Modern state of the art therapies save lives and ease pain every day. Members of the legal health insurance plan in Germany are free to select their physician of choice.

Institutions for Medical Care

You can find a suitable institution for medical care in Berlin, for example a medical specialist, on the Berlin internet health guide of the "Gesundheits-Informationen-Service GmbH". At www.gesundheit-berlin.de you find a comprehensive collection of addresses for subjects concerning health: Pharmacies, physicians, dentists, hospitals and ambulances, health trade as well as e.g. optometrists, hearing device specialists, orthopedics, and birthplaces and midwives.

Information is made available for care services and services for handicapped. Under the motto "einfach gut finden" (just find it) addresses concerning the Berlin health program, news, messages, search tips and important dates are made available at gesundheits-berlin.de. These services are available permanently free of charge.

Please refer also to the industries-directory "[Gelbe Seiten](http://www.gelbe-seiten.de)" which you can find on the web at www.gelbe-seiten.de.

Addresses of foreign-language physicians can be found at the "Ärztchamber Berlin". Address:

[Ärztchamber Berlin, Friedrichstr. 16, 10969 Berlin, Tel. 030/40 80 6-0 – Fax. –3499](http://www.aerztekammer-berlin.de)

Opening hours: Monday to Thursday 9:00 am to 3:00 pm, and on Fridays 9:00 am to 2:00 pm. By appointment consultations are also offered at any time within the regular working hours (7:00 am to 8:00 pm).

You can find foreign-language physicians on the homepages of the "Ärztchamber Berlin" at:

www.aerztekammer-berlin.de

Hospitals and Clinics in Berlin

The region of Berlin-Brandenburg is part of the medicine technical centers network of Germany. Treatment in one of the Berlin hospitals, special clinics and university clinics is always according to the up to date knowledge of science.

There are 69 hospitals in Berlin, offering 20,991 units (state 2004). For almost all Berlin citizens the stationary-medical care is possible in the vicinity of their home.

Please find the addresses of the Berlin hospitals and clinics in the yellow pages or at www.gesundheit-berlin.de.

Moreover your treating physician will inform you about the right clinic for you.

Public Institutions for Public Health

Health care and prevention measures are part of the responsibilities of the Federal Ministry for Health and State Office for Health and Social Welfare. The authorities residing in Berlin consider themselves as being a service provider. They are ready to offer guidance and information if needed.

Bundesministerium für Gesundheit

Dienstsitz Berlin
Mohrenstraße 62
D - 10117 Berlin
Tel.: +49 30 20640-0
Fax: +49 30 20640-4900
Internet: www.bmgs.bund.de

Landesamt für Gesundheit und Soziales

Postfach 31 09 29
D - 10639 Berlin
Tel.: +49 030 9012-0
E- Mail: Poststelle@lageso.verwalt-berlin.de
Internet: www.berlin.de/sengessozv/lageso/index.html

Abteilung III – Einrichtungen des Gesundheits- u. Sozialwesens

Oranienstraße 106
D - 10969 Berlin (Kreuzberg)
Leitung: Herr Kitzerow
Tel.: +49 30 9028-1710
Fax: +49 30 9028-2077

Abt. V - Aufgaben des Gesundheitswesens

Storkower Straße 97
D - 10407 Berlin (Prenzlauer Berg)
Leitung: Herr Lockwood
Tel.: +49 30 9022-0
Fax: +49 30 9022-3000

Sprechzeiten:

Montag, Dienstag, Freitag: 9.00 - 12.00 Uhr
Donnerstag: 15.00 - 18.00 Uhr
und nach Vereinbarung

Emergency numbers

Find at 20.4 "For all cases"

13. Handicapped Persons

13.1 Support for Handicapped Persons

Persons with handicap receive support in order to enable them to participate in everyday's life. If you are handicapped, you should apply for an identification card for handicapped persons ("Schwerbehinderten-Ausweis"), enabling you to claim for appropriate help programs. Please refer to the pension office of the State Office for Health and Social Services for consultation, and also help in many other questions. The pension office assesses the degree of a handicap. The printed forms for claims are also available at the information & service center of the State Office for Health and Social Services, at the social services of hospitals, at the handicapped helpdesks and the local authorities of the districts.

The identification card for handicapped is valid all over Germany. For more information, go to the web at: <http://www.berlin.de/sengessozv/lageso/schw2.html> or at the information center and service center of the pension office Berlin.

Address:

[Landesamt für Gesundheit und Soziales](#)
[Versorgungsamt, Info & Service Center](#)
[Albrecht-Achilles-Str. 62-65](#)
10709 Berlin
Tel.: 9012-0

Directions: U7 Adenauerplatz, bus: 109, 110, M19, X10 to Adenauer Platz, bus: M 29 to Olivaer Platz, bus: 104 to Hochmeisterplatz, elevator available

Telebus

For handicapped persons who cannot use public transportation, a transportation system - Telebus – is available for a so-called door-to-door-traffic. Persons approved for Telebus have the possibility to claim for Telebus, Teletaxis and a taxi-account-system.

Prerequisite for an authorization to use the Telebus is the determination of the state of severe handicap ("Schwerbehinderteneigenschaft") and approval for class "T".

Apartments for Wheelchair Users

Apartments for wheelchair users have specially designed kitchen equipment and kitchen areas, sanitary areas, and they have step free access. The available wheelchair friendly apartments comprise wheelchair accessible council apartments and handicapped-friendly apartments.

If you are interested in a wheelchair accessible apartment, address yourself to the

[Landesamt für Gesundheit und Soziales](#)
[Abteilung II](#)
[Integrationsamt und Hauptfürsorgestelle](#)
[Sächsische Straße 28](#)
10707 Berlin
Telefon: 9012-6695

There you can register as a handicapped person in need for an apartment.

In order to sign a lease contract you need a special warrant ("Wohnberechtigungsschein"), with the confirmed notice "wheelchair user". Application forms are available in the stationary shops or at the housing office of the district council.

13.2 Profession and Handicap

The equality of handicapped persons is to be secured in all areas of the public and private life and must be practiced in the every day's life. In order to help secure the job of severely handicapped humans, personal assistance and financial achievements can be granted to this circle of acquaintances and employers.

On the web at "Profession and Handicap" you get information about protection against dismissal, special achievements, privileges or assistance in working life, workshops for handicapped persons and more. For handicapped persons and also employers, there are many publications about work and profession for downloading or ordering.

Internet: <http://www.berlin.de/sengessozv/lageso/arb.html>

Address:

Landesamt für Gesundheit und Soziales
Hauptfürsorgestelle und Integrationsamt
Sächsische Str. 28
10707 Berlin
Tel.: 9012-0

Directions:

U3/ U7 to Fehrbelliner Platz, bus: 101 and 104 to Fehrbelliner Platz and bus: 115 to stop Emser Platz or Fehrbelliner Platz. Elevator available at entrance Württembergische str. 6

13.3 State Commissioner for Handicapped Persons

The state commissioner occurs for a barrier free city, with the idea to tear down not only structural barriers, but rather all barriers. Especially those in the heads of the persons that reflect in boundary structures in all social areas: school, education, job market, in the care service, in cultural life or leisure time.

The state law for equal rights, "**Landesgleichberechtigungsgesetz**" (LGBG), prohibits the discrimination of persons with handicap. The law emphasizes that each citizen can address himself to me, if he knows about discrimination of a handicapped person.

Senatsverwaltung für Gesundheit, Soziales und Verbraucherschutz

Büro des Landesbeauftragten für Behinderte Berlin

Oranienstraße 106, 10969 Berlin, (Räume E 009 bis E 011), Tel. 90 28 29 98

The commissioner for handicapped persons in every district council is the contact person for questions about profession and handicapped persons. You can find the addresses of the district authorities at I. 3.

14. Miscellaneous

14.1 Consumer Protection

1. Consumer Center ("**Verbraucherzentrale**")

The consumer center is the most important contact point for consumer questions. The representation of consumer interests and the personal consultation in a prompt dialog by phone or letter is in the focus of our activities. The fields of activity are:

Consumer Protection: The consumer center is active in the mediation of claims of all kind, private legal advice ("Rechtsberatung") and legal commission ("Rechtsbesorgung"), credit legal advice, debtor and insolvency consulting, patient consulting, savings and investors protection, construction financing measures against overcharging and fraud, as well as information on laws and ordinances.

Special Consultations: savings and investors consultation, energy, heating, tenants consultation, travel claim, patient consulting, credit, debtor, and insolvency consultation, insurance affairs, construction financing. For an appointment, please call: 214 85-260

For more information about consultation, please contact

[Verbraucherzentrale Berlin e.V.](#)

[Bayreuther Str.40](#)

[10787 Berlin](#)

[Tel.: \(030\) 214 85 260, Fax: \(030\) 211 72 01](#)

[Email: \[mail@verbraucherzentrale-berlin.de\]\(mailto:mail@verbraucherzentrale-berlin.de\), Internet: \[www.Verbraucherzentrale-Berlin.de\]\(http://www.Verbraucherzentrale-Berlin.de\)](#)

Appointments for personal consultations

Phone: 030 - 214 85-260

The services are subject to charge. Credit and insolvency legal consultation are free of charge. Consultations by phone are possible (1.86 Euros min.).

2. German Product Test Foundation ("**Stiftung Warentest**")

The institute STIFTUNG WARENTEST was founded in 1964 by the Federal Government in order to execute comparing tests on products and services. It is an independent institution, so no one can prescribe what is to be tested and how it has to be done.

Task of the foundation is to establish transparency on the market. Moreover the foundation informs consumers about possibilities for an optimal household leadership, about a rational income use and about healthy and environmentally conscious behavior. Products and services are tested according to scientific methods. In its publications, the foundation informs the public about the results of the investigations.

For more information about the activities and tasks of the foundation, please refer to

[Stiftung Warentest](#)

[Stiftung Bürgerlichen Rechts](#)

[Lützowplatz 11/13](#)

[10785 Berlin](#)

[Telefon: 2631-0, Telefax: 2631-2727](#)

[E-Mail: \[Kontaktformular auf der Internetseite\]\(#\), Internet: \[www.warentest.de\]\(http://www.warentest.de\)](#)

14.2 Self-Help: Civil Engagement

Berlin and its thousands of initiatives are known as the capital of self-help. Self-help groups care for particular concerns that, from their point of view, are not sufficiently fulfilled by the public administration. Many of these groups control high specialty competence and therefore became an indispensable part of the social and health provision. The self-help groups in the health area dedicate their activities, besides mastering of illness determined and illness triggered life situations, also to health protection. They strengthen the responsible acting of citizens, which is a prerequisite for prevention.

Civil engagement means active formation of, and responsibility for our society. Citizens bring in their ideas of a good living together in this city, and therefore accept to take responsibility. The administration is no longer the exclusive participant who encounters decisions for the community, but rather all engaged citizens.

Civil engagement is coming. Almost each fourth Berlin citizen is an honorary volunteer. Current representative investigations show that the readiness for voluntary engagement further increases. A lively and solidary community needs civil engagement!

Voluntarily honorary engagement begins with neighborly aid and support, social and health affairs to activities in cultural institutions, in urban development and environmental protection, sport, or civil defense and disaster prevention/ control and more.

For more information about the activities and consultation of self-help groups at SEKIS.

Address:

SEKIS

Albrecht-Achilles-Str. 65

10709 Berlin

Tel: 892 66 02

Email: sekis@sekis-berlin.de, Internet: www.sekis-berlin.de

You find detailed information about civil engagement on the web at **BeePort**, the "state homepage" for civil engagement at <http://www.berlin.de/SenGesSozV/beeport/index.html> or by the entrance citizens active in Berlin at <http://www.berlin.de/buergeraktiv/index.php>

14.3 Debtor Information Centers ("Schuldnerberatungsstellen")

If you should come into a financial state of distress, you can ask for advisory support at a debtor information center. About 2.8 million households in Germany are overindebted. Many slip so deeply into the red, that it appears nearly impossibly to them, to lead ever again a life without debts. Debtor information centers help and support persons in the attempt of debt relief.

Nationwide approximately 1100 debtors information centers support cost-free persons and families in financial and personal need. Institutions are the German Caritas association, the diaconic work of the Evangelic church, the German Red Cross, the workers welfare, the German shared welfare association, the consumer information centers and the social offices.

In the debtor information centers, specialists of different fields (social work, law, etc.) are active, and experts who are experienced in bank affairs but also in house economy. Altogether they are familiar with the difficulties of over-indebtedness and the resulting problems. They also advise and help for example people facing housing need. Above all, they bring people appealing for help back into position to get their financial situation again under control. In addition they call in with credit banks and collection firms.

You can ask for addresses of debtor information centers on the helpline:

0180 5 329 329 and on the internet at:

<http://www.forum-schuldnerberatung.de/www.forum-schuldnerberatung.de>

The [Bundesministerium für Familie, Senioren, Frauen und Jugend](#) has published the brochure: "**Was mache ich mit meinen Schulden?**"

From indebtedness to over-indebtedness: what is to be done, how debt can be regulated and where to get advice is shown in this brochure. It clarifies also the legal side.

The brochure can be requested at [Bundesministerium für Familie, Senioren, Frauen und Jugend](#), phone 01805-329 329 (0,12EUR/call) or by E-Mail at broschuerenstelle@bmfsfj.bund.de

Brochures can be downloaded at:

<http://www.bmfsfj.de/Kategorien/Publikationen/Publikationen,did=3032.html>

III. Communication, Culture, Religion, Recreation

15. Getting Around

15.1 Public Transportation (BVG and VBB)

Use public transportation! You can easily reach most goals within the city by public transportation.

While in the west part of the capital the majority of the public local passenger traffic is mastered by **subway** ("**U-Bahn**") **and bus**, in the east part of the city public transportation is run mainly by **urban railway** ("**S-Bahn**"), **street car** ("**Tram**") **and bus**. After the fall of the Berlin wall in 1989, many of the interrupted connections between east and west were re-connected again. Among others, the formerly locked railway stations along the U6 and U8 were re-opened, as well as routes of the urban railway to the surrounding countryside.

Transportation Association Berlin-Brandenburg (VBB)

The large public transports – BVG, "Deutsche Bahn", the "S-Bahn", the Public Transportation Potsdam and further companies – merged to the Public Transportation Berlin-Brandenburg (VBB). Now it is easy to explore the Berlin surrounding countryside.

Schedule information:

Phone: 030/ 19 44 9

Berliner Verkehrsbetriebe (BVG)

Potsdamer Straße 188

10783 Berlin

Tel: 19 44 9

Fax: 256 49 256

<http://www.bvg.de/>

S-Bahn Berlin GmbH

Invalidenstraße 19

10115 Berlin

Tel: 29 74 33 33

Fax: 29 74 38 31

<http://www.s-bahn-berlin.de/>

VBB Verkehrsverbund Berlin-Brandenburg GmbH

Hardenbergplatz 2

10623 Berlin

Tel: 254 14 0

Fax: 254 14 112

<http://www.vbbonline.de/>

15. 2 Bike, Car, Taxi

Riding Your Bike

In Berlin you have to ride your bike!

For individual excursions in the city the bike is well suitable. Most routes can be easily mastered by bike, and much is seen of the environment. Bikes for rent are available at numerous bike rentals and stores. In many parts of the city and in the suburbs, there is a well expanded bike path network. Bicycle path plans are available at the "Allgemeine Deutschen Fahrrad-Club" (ADFC) and in the book stores. The ADFC acts for the interests of bikers and offers some service-information.

Riding your bike the traffic rules are mandatory. Like any other vehicle, the bike must be technically sound (illumination, brakes etc.) Children can learn the bicycle rules at school or at the police.

Information at www.adfc.de

The [Senatsverwaltung für Stadtentwicklung](#) generated a map of the all bike routes in Berlin.

You can find this map on the web at:

<http://www.stadtentwicklung.berlin.de/verkehr/radverkehrsanlagen/de/karte.shtml>

You can receive the print version "Fahr Rad – aber sicher, Ausbau des Fahrradrouennetzes in Berlin, 2004" free of charge at

[Senatsverwaltung für Stadtentwicklung, Info-Center](#)

[Behrenstr. 42-45, 10117 Berlin](#)

Phone: (030) 90 20 55 55, Fax: (030) 90 20 52 64, E-Mail: [SenStadt Info-Center](#)

For the shipment you will be charged the postage fee. If you want to receive it by mail, please send an envelope with stamps.

Bike-Guides

The bike-guides of "Berlin on Bike" show the most interesting parts of the city. With easy going rental bikes, and mostly on side-streets and bike routes, this kind of sightseeing offers an unusual experience. Regular tours are on the former wall strip, or "Berlin in an overview", "Nightseeing", "Fun- & Club-Tour"... There are special offers for groups, works outings and families.

Rent a bike

The German Railway Company "Deutsche Bahn" offers a rental bike service "Call a Bike". This rental service can be used by phone: (07000) 522 55 22 (credit card registration). Once registration is accomplished you are ready to go. The starting credit balance amounts to 5.00 EUR.

Bike taxi

Bike taxis offer a special and very comfortable way to enjoy Berlin on a ride. Modern bicycle-Rikschas run on four different routes within the city: "Kurfürstendamm", "Tiergarten", "Potsdamer Platz" and "Unter den Linden". Individual tours are possible upon appointment.

Fares are EUR 2.50 per person (short tour), EUR 7.50 per person for the large tour (30 min. individual trip); advance order daily 1.00 pm to 8.00 pm. Phone 0172/328 88 88.

Car Driving

Driver's license

With your foreign driver's license, you may drive a motor vehicle within the first six months after your arrival. Afterwards you need a German driver's license! Therefore you should address yourself to the driver's license office within the first six months. You will be told whether your driver's license can be circumscribed or if you must do a driver's test, and if you need a translation of your foreign driver's license. Your foreign driver's license must be valid when you deposit your application for a German driver's license.

Normally you will receive the German driver's license without renewed test if you received your driver's license in a country of the European Economic Area (all EU member states and Iceland, Norway and Liechtenstein). For the case you do not want to drive a car right away: the application to circumscribe your driver's license you must be placed within three years.

If you have a driver's license from another country (third-party country), you have to do the theoretical and practical test at a technical test center for the motor vehicle traffic. This can only be done under the supervision of a driving school. However, the prescribed drivers training for first applicants (theoretical and practical instruction) is not necessary.

Apply for the circumscription of a foreign driver's license at
Führerscheinebüro (Fahrerlaubnisbehörde / Personenbeförderung)
Landesamt für Bürger- und Ordnungsangelegenheiten
Referat Fahrerlaubnisse, Personenbeförderung und Güterbeförderung, III C
Puttkamerstr.16 – 18, 10958 Berlin
Telefon: (030) 90269 0
Verkehrsverbindungen : U6 (Kochstr.), Bus 129

You can apply for the acquisition of a German driver's license also at the registration office of your district. Find the addresses of district authorities in I. 3.

Automobile clubs and associations

There are several traffic associations with different offers. Some offer help to members which have a car-breakdown on the road, and also offer special travel insurances. The ADAC ("Allgemeiner Deutscher Automobil Club") and the ACE ("Auto Club Europa") are the largest traffic associations. The VCD ("Verkehrs-Club Deutschland") acts for the interests of train passengers and bikers and has special offers for this target group.

The internet addresses of some of the traffic clubs are:

www.adac.de

www.vcd.org

www.ace-online.de

You can apply for registration and exemption of a vehicle or motorcycle at the motor vehicle admission authorities at two different locations in Berlin.

Addresses:

1. Kraftfahrzeugzulassungsbehörde located at Hohenschönhausen

Landesamt für Bürger- und Ordnungsangelegenheiten

Referat Kraftfahrzeugzulassung

Ferdinand-Schultze-Str. 55, 13055 Berlin

Telefon: (030) 90269 0, **Fax:** (030) 90269 3391

Connections: Bus 294, Tram M6, M 17, 16, 27

Free of charge parking is available

2. Kraftfahrzeugzulassungsbehörde located at Berlin Friedrichshain-Kreuzberg

Landesamt für Bürger- und Ordnungsangelegenheiten

Referat Kraftfahrzeugzulassung

Jüterbogener Str. 3

10965 Berlin

Phone, reception: (030) 90269 0, **Fax:** (030) 90269 3091

Connections: Bus 104, 341

Opening hours of motor vehicle admission authorities

Monday: 7:30 am - 2:30 pm

Tuesday: 7:30 am - 2:30 pm

Wednesday: 7:30 am - 2:30 pm

Thursday: 8:00 am - 6:00 pm

Friday: 7:30 am - 12:00 am

For information by phone please use our helpline. Our working hours are:

Monday – Wednesday 7:00 am - 3:00 pm

Thursday 7:30 am - 6:00 pm

Friday 7:00 am - 12:30 am

At motor vehicle admission authorities located in Berlin-Lichtenberg you can also ask for an appointment.

Taxi Rides

In Berlin, approx. 6,000 taxis are waiting for you. Halts are often in the vicinity of large hotels or sightseeing.

You can call selected halts directly from the call boxes or you just call one of the taxi radio headquarters. The phone numbers can be found in the Yellow Pages.

Taxi-Rates in Berlin

The taxi-rate is stringent for all taxi-entrepreneurs. The Taximeter must be switched on at the beginning of the trip; otherwise no insurance protection can be claimed in case of an accident.

Basic rate for a trip: 2.50 EUR

Normal rate: 0 - 7 km: 1.53 EUR per km, more than 7 km: 1.02 EUR / km.

Short trips (less than 2 kilometers and shorter than 10 minutes) add up to 3.00 EUR if you stop the taxi on the street.

The fare for trips outside Berlin city zone and "Schönefeld" can be made upon agreement.

16. Religions in Berlin

A variety of religions related with Berlin, even if the majority of the population is not religiously bound. 23.4 % of the Berlin citizens are associated with the Protestant church, 9.1 % with the Roman-Catholic church. About 200,000 people confess themselves to the Islam, i.e. 5.9 % of the population.

The Jewish community doubled within the last ten years, mainly because of immigrants from former Soviet Union Republics. Presently the Jewish community of Berlin amounts to about 11,000 members. Hindu and Buddhist religion communities are represented in the city as well.

16.1 Protestant Church

Der Presse- und Öffentlichkeitsbeauftragte der EKBO

Pfr. Markus Bräuer

Georgenkirchstraße 69, 10249 Berlin

Tel.: (030) 24 344 290, Fax: (030) 24 344 289

Email: <mailto:info@ekbo.de>, Internet: www.ekibb.de

16.2 Catholic Church

Erzbischöfliches Ordinariat Berlin

- Pressestelle –

Niederwallstraße 8-9, 10117 Berlin

Tel.: (030) 326 84-221, Fax: (030) 326 84-193

Internet: www.erzbistumberlin.de

16.3 Jewish Community

Jüdische Gemeinde zu Berlin

Sozialabteilung

Socially deliberation and right deliberation, especially also in stay legal matters, as well as support in the placement of proposing, among other things on compensation

Joachimstaler Straße 13, 10719 Berlin

Tel.: 880 28-145. Fax 880 28-115

16.4 Islam

Islamische Föderation in Berlin

Boppstraße 4, 10967 Berlin

Tel.: +49 30 / 692 38 72, Fax: + 49 30 / 695 08 218

E-mail: info2@islamische-foederation.de

Türkisch-Islamische Union der Anstalt für Religion - DITIB

Wiener Straße 12, 10999 Berlin

Telefon: 612 41 56, **Telefax:** 611 23 12

Kulturzentrum Anatolischer Aleviten e. V.

Waldemarstraße 20, 10999 Berlin

Telefon: 616 58 394, **Telefax:** 616 58 395

Mail: info@aakm-cemevi.de

16.5 Other Religions

Buddhist Center Berlin

Grunewaldstr.18, 10823 Berlin

Tel: 49-30-78 70 42 13, Fax: 49-30-78 70 42 14

Mail: Berlin@diamondway-center.org, **URL:** <http://www.buddhismus-ost.de>

„Das Buddhistische Haus" Frohnau

Edelhofdamm 54, 13465 Berlin

Tel.: 030-401 5580, Fax: 030-401 03227

Sikhgemeinde in Berlin

Gurdwara Sri Guru Singh Sabha Berlin e.V

Kögelstrasse 6, 13403 Berlin

Telefon: 0173 / 62 58 717, Mail: kontakt@gurdwara-berlin.de

Internet: www.gurdwara-berlin.de

16.6 Ideological Free Institutions

Humanistischer Verband Deutschlands

Landesverband Berlin e. V.

Wallstraße 61-65, 10179 Berlin

Telefon: 613 904-0, **Telefax:** 613 904-50

Mail: hvd-berlin@humanismus.de, **Internet:** www.humanismus.de/hvd-berlin

Deutscher Freidenker-Verband

Landesverband Berlin

Pistoriusstraße 41, 13086 Berlin

Telefon: 92 40 94 84, **Telefax:** 36 03 43 67 71

Mail: dfvberlin@aol.com, **Internet:** www.freidenker-berlin.de

More information on religions in Berlin on the web at:

<http://www.meinestadt.de/berlin/home/kat/100-541-876-98404>

17. Media: Press, Radio, Television

Press

There are around 20,000 press publications in Germany, including numerous professional journals and trade magazines.

Newsagents at train stations usually have the widest range of German and international newspapers and magazines. But almost all kiosks and supermarkets also have a selection of the most important regional and national papers.

Radio / Television

Anyone who owns a radio or television is obliged by law to pay licensing fees to the "Gebühren-Einzugs-Zentrale" or "GEZ" for short. Registration forms for the GEZ can be found in many Sparkassen and banks.

Radio and television broadcast can be received in many foreign-languages. Please check the public program of RBB and "Offener Kanal Berlin".

RBB – Radio multikulti

Masurenallee 8 - 14 14046 Berlin

Telefon: 3031-1678, Telefax: 3015-062

E-Mail: multikulti@rbb-online.de, Internet: www.multikulti.de

Reception: on antenna 96.3 MHz, and on the Berlin cable network 91.6 MHz

"Radio multikulti" - the radio of cultural variety providing information about living together in different cultures here and elsewhere. Programs in German and 19 other foreign languages, for a travel through Berlin and around the globe. Rap from Senegal, karelien music from Finland, Flamenco, Klezmer or Merengue – all the tunes from the world can be heard.

Offener Kanal Berlin

Voltastraße 5

13355 Berlin

Telefon: 4640 05-0, Telefax: 4640 05-98

E-Mail: info@okb.de, Internet: www.okb.de

Reception: by antenna 97.2 MHz, and on the Berlin cable network 96.2 MHz

Medienanstalt Berlin-Brandenburg

Kleine Präsidentenstr. 1

10178 Berlin

Telefon: 26 49 67-0, Telefax: 26 49 67-90

E-Mail: mail@mabb.de, Internet: www.mabb.de

The "Medienanstalt" of Berlin-Brandenburg is the joint media institute of Berlin and Brandenburg. Besides accreditation and supervision of private radio and television programs in Berlin and Brandenburg, the Media Institute Berlin-Brandenburg is involved with the development of the broadcast provision.

18. Cultural Events and Recreation

18.1 Restaurants: Eat and Drink in Berlin

Berlin is known for its high stands in international gastronomy. A broad selection of first-class restaurants offers a variety of delicious dishes. Almost 9,500 restaurants, coffeehouses, bars, taverns, Trattorias and pubs welcome you to wine and dine. If you are busy Fast-Food meals like "Hamburger", "Döner", and last but not least the famous Berlin "Currywurst" are served in most snack-bars and eat-ins in the city

18.2 Shopping in Berlin

The Berlin shopping streets, shopping-centers and markets offer all you can imagine. The boulevard and window shopping areas at "Kurfürstendamm", the new "Stadtquartier am Potsdamer Platz" and the traditional "Friedrichstraße" down to "Spandauer Vorstadt" are very popular. Fans of designer cloths or trendy secondhand fashion will find what they want in scene-boutiques in "Prenzlauer Berg" or all around the "Hackesche Markt" in the city district "Mitte". A stroll over to the Berlin weekly markets or flea markets, art markets and jumble sale is always an interesting experience.

Information about Berlin markets and street and folk festivals can be found at www.berlin.de/SenWiArbFrau/markt/index.html.

A list of all markets are published by the Senate Department for Economy, Labour and Women's Issues, Martin-Luther-street 105, 10825 Berlin, Tel: 9013-8446, fax: 9013-7274, in collaboration with the departments for economy of the district authorities. You can have this information also by mail. However, you have to send a stamped envelope (0.56 EUR) first.

Shopping Guide Berlin

The current shopping guide of the "Berlin Tourismus Marketing GmbH" and IHK Berlin presents the numerous shopping centers in the city. This guide is a good orientation for visitors for a shopping stroll in the city. It provides you with updated opening hours, Tax Free purchase information and many other interesting references. Go by the shopping guides' motto: Fashionable and fancy, books, art and antiques, jewelry and accessories, craftwork and delicacy from all over the world: there is nothing that does not exist in Berlin. German and English editions of the shopping guide are available at
BTM-Versandservice DVG:

Tel.: +49 30 491023-14

Fax: +49 30 491023-25

18.3 Events: Museums, Theater, Filmstadt Berlin, Exhibitions, Conventions

Events in Berlin

Berlin is an experience - every single day of the year. Concerts, parties and dancing clubs, international film and theater events are on the program as well as the famous "Lange Nächte der Kultur und Wissenschaften" – a unique program worldwide.

Museums and Galleries in Berlin

It is in the 174 Berlin museums where the culture of the humanity is met - from Nefertiti to Teddybears, from prehistoric hand-axe to modern art. Large expositions open this fund again and again.

Museums at Night (Lange Nacht der Museen)

In 2005 the "Lange Nacht der Museen" in Berlin is performed already the ninth consecutive year. At the "Lange Nacht der Museen" visitors have the opportunity to discover new museums – in Berlin there are almost 170 of them – and it has animated other cities to organize similar events. Twice a year a selection of museums are chosen with different focal points matching the season (winter and summer). Along a multitude of routes BVG buses run from 6 pm to 2 am connecting about 60 museums. In the first "Lange Nacht der Museen" about 12 museums were involved. On behalf of the 17th event about 80 museums, expositions and temporary art projects are involved.

In the institutions visitors experience guided tours, expositions, and a rich spectrum of cultural events of all kind: concerts, performances, readings, presentations, painting action events, films and much more assembles to an exciting program for everyone. And our catering-service provides you with delicious food and drink. Combined ticket costs 12.00 EUR; reduced tickets cost 8.00 EUR per person. Bus shuttles, admission to museums, institutions, and events, as well as the info-brochure are all included. The bus shuttles are attended by professional personnel.

You find program information on our websites, in the special program schedule and in the MuseumsTip-newsletter "Ausstellungen": www.lange-nacht-der-museen.de

Berlin Theaters and Concerts

Germany's largest theater and orchestra city offers daily an overwhelming program of culture and entertainment. The Berlin cultural events can serve everyone's taste.

The theater city Berlin has over 300 stages, from the solemnly National Theater to professional engaged Off-theater, 12 children and youth theaters, new Musical-theater at "Potsdamer Platz", to layman-ensembles. Some of the highlights are "Friedrichstadtpalast", "Theater des Westens", "Staatsoper unter den Linden", "Deutsche Oper", "Wintergarten Varieté", "Theater am Kurfürstendamm". The Berlin stages and their colorful programs attract 3.5 million visitors a year.

Music Highlights

Three opera houses, eight symphony orchestras – including the exceptional Berliner Philharmonic Orchestra – ten chamber orchestras, approximately 880 choirs, four open opera ensembles and innumerable music groups of all directions and styles.

Unique Cultural Environment

The "Museumsinsel in Mitte", which is part of the UNESCO world cultural heritage, and the Jewish Museum designed by Daniel Libeskind are attraction points for persons from the entire world.

Art Scene

A permanently growing gallery scene enriches the cultural program: 200 private galleries and 260 expositions every day, offer an abundance of inspiration and leisure.

Cinema and Filmstadt Berlin

With 97 movie theaters, Berlin has nationwide the highest cinema density. 12 million visitors annually show the fascination for films in Berlin.

13 Multiplex movie theaters in Berlin offer film Movie Theater of a new generation. Altogether 128 lines and 32,231 places offer modern movie theater entertainment for thousands of spectators daily.

International Film Festival Berlin

The "Berlinale" attracts each year film makers as well as cineastes from the entire world to Berlin. When the "Berlinale" was organized for the first time at "Potsdamer Platz", the guests were enthusiastic about the ultra-modern quarters. With 1,800 seats in the classic two-rank-style, the Musical-theater of Renzo Piano at "Potsdamer Platz" – watched by the world - became the "Berlinale" Palace.

<http://www.berlinale.de/>

Exhibition and Congress

With exceptional exhibitions, international events and forums the city hosts global business, consumers and humans out from the entire world.

Some of the most important events of "Messe Berlin" are the "Internationale Funkausstellung" - [IFA](#), the "Internationale Tourismus-Börse" - [ITB](#) Berlin, the "Internationale [Grüne Woche](#) Berlin", the [bautech](#) – "Internationale Baufachmesse Berlin" and the [ILA](#) – "Internationale Luft- und Raumfahrttausstellung Berlin-Brandenburg" - and the [HomeTech Berlin](#).

In addition the [InnoTrans](#) – "Internationale Fachmesse für Verkehrstechnik" and the [FRUIT LOGISTICA](#) – "Internationale Messe für Früchte- und Gemüsemarketing" are informative communication and contact exchanges.

With the International Congress Center (ICC), Berlin provides a multifunktionale conference site.

Further information you can find on the web at: www.messe-berlin.de, www.berlin.de
www.berlin-partner.de

In the magazines of the districts and in the daily press all kinds of events are being announced.

18.4 Sports and Outdoors

In a multicultural city like Berlin, sport has an important function as a medium for integration. It is part of every day's life that people from different countries have physical training together. Over 3,000 sports halls, stadiums and fields are available. Some of them are very well known, like the Olympic Stadium and the Max-Schmeling-Hall. The "Velodrom" is one of the largest organization hall of Berlin. Here, some of the top events from sport, concert and show business take place. In the arena of the "Velodrom" a 250 meter of bicycle race track is stationary mounted. Because of its point symmetrical construction and the high-value material used, it is said to be one of the fastest bicycle race tracks of the world. There are even two golf courses within the Berlin city zone.

Sport and Game Sites in Berlin

Berlin is not only the culture-capital, but rather also the sport-capital of Germany. Sporting events of national and worldwide importance are regularly held in the capital. Other regularly organized events are e.g. the soccer cup finale (women and men), the international athletic sports festival (ISTAF), the Berlin-marathon the "Internationale Reit- und Springturnier" and the "Internationale Deutsche Tennismeisterschaften der Damen" at the "Hundekehlesee".

Berlin citizens really like sport. There are approximately 1,900 associations with about 525,000 members. Berlin citizens also rejoice in the national league games of the first league soccer club "Hertha BSC". The city and the surrounding countryside attract people with manifold recreation sport opportunities like: water sport, horse riding, parachuting, golf, gliding and motor gliding.

Sites for Big Events

In Berlin arenas and stadiums not only the sport-events are nationally significant highpoints. International stars can fill the stadiums just like high class sport-events.

Olympic Stadium

The Olympic Stadium is location for the FIFA soccer world championship 2006, national league home play of "Hertha BSC", DFB-cup games and the international athletics sport festival (ISTAF). Moreover, events of high-ranking church and culture organizations take place.

Velodrom

The Velodrom is the largest event hall in Berlin. Top-events from the sport, concert and show business take place here. Whether exposition hall or formal event, showroom or congress hall: the Velodrom offers not only best prerequisites, but rather also a highly attractive frame for all kinds of events.

Max-Schmeling Hall

The Max-Schmeling hall is location for home plays of the basketball national league society "Alba Berlin", competitions of the state dance sport association, box fights and music big-events.

Swimming Pools

Berlin offers ideal conditions for enthusiasts of water sports and leisure time athletes. With 42 open air pools and summer pools and 66 indoor pools there are many possibilities available.

Golf and Courses

In a metropolis like Berlin the enthusiasts of outdoor sports get their money worth. With numerous units in the surrounding countryside and smaller training units in the city, golf is completely established as a sport in Berlin

Ice Skating

In the winter season, the capital offers numerous indoor possibilities for ice skating. The Berlin ice hockey professionals training is sometimes open for public and people can watch it live. Around the clock the Berlin ice rings offer more than just a speed course.

Horse Race

Trabrennbahn Mariendorf

Adresse: Berliner Trabrenn-Verein e.V., Mariendorfer Damm 222 – 298, 12107 Berlin

Tel.: +49 (030) 7401 - 212

Fax.: +49 (030) 7401 – 211, Email: btv@berlintrab.de, Internet: www.berlintrab.de

Galopprennbahn Hoppegarten

Adresse: Union Klub von 1867, Goetheallee 1, 15366 Dahlewitz-Hoppegarten,

Tel.: 03342 38 93 – 0, Fax: 03342 300 691, mail@galopprennbahn-hoppegarten.com

Jogging and Walking

Berlin offers pretty routes for jogging and walking. The Senate Department for Urban Development has published a cost-free brochure "**Berlin in Bewegung**, Die schönsten Jogging- und Walkingrouten durch die Berliner Innenstadt, 2004". You can receive this brochure at

[Senatsverwaltung für Stadtentwicklung](#)

Info-Center, Behrenstr. 42-45, 10117 Berlin

Tel.: (030) 90 20 55 55, Fax: (030) 90 20 52 64

E-Mail: [SenStadt Info-Center](mailto:SenStadt-Info-Center)

Opening hours: Monday – Thursday 10:00 am to 4:00 pm

Friday 10:00 am to 2:00 pm

Further information and brochures about sport sites, sports clubs and sporting events in Berlin at [Infopunkt der Senatsverwaltung für Bildung, Jugend und Sport](#)

Beuthstraße 6 - 8

(Eingang Beuthstraße 8, rechts neben dem Haupteingang)

D-10117 Berlin

Tel.: +49 30 9026-5000

Fax: +49 30 9026-5530

E-Mail: infopunkt@senbjs.verwalt-berlin.de

and at

[Landes Sportbund Berlin und der Sportjugend Berlin](#)

Jesse-Owens-Allee 2

14053 Berlin

Tel.: +49 30 300 02 – 0

Fax: +49 30 30 00 21 07

Internet: www.lsb-berlin.net

18.5 Local Recreation Areas

You will be surprised, how many parks, forests and lakes there are in Berlin. Hardly any other metropolis has so many green areas like Berlin. Parks and gardens, city places and green areas of different size and shape quality dating from different time epochs dominate the view of the city. More than 2,500 public lawns, green areas and city places of different size and shape offer various possibilities for recreation in the city.

The forests, parks, garden plots and over 400,000 parkway trees render Berlin a green city. People walking on warm summer nights through the parks of Grunewald, in taking a stroll in the garden of the Schloss Charlottenburg or visiting the Domäne Dahlem and the pot-bellied pigs, sometimes forget that they live in a metropolis with almost 3.4 million inhabitants.

In the center of Berlin is the large city park Tiergarten. Animals have become fewer today, but - at least on warm days - you find large families of entirely different nationalities enjoying their grill, a romantic lake and a café „am Neuen See“ with its large beer garden. Numerous parks in the districts invite for recreation, e.g... the "Volkspark Friedrichshain", the "Gärten der Welt" in Marzahn, and a Japanese and a Chinese garden inside the "Britzer Garten" (<http://www.gruen-berlin.de/home/index.php>). The two rivers Havel and Spree, and the two most important canals "Teltowkanal" and "Landwehrkanal" cross the city of Berlin. However, 6.6 percent of the city zone are water areas, almost 18 percent are covered by forest, and 11.5 percent are recreation areas and more than five percent are agriculturally used.

At all seasons, Berlin offers many possibilities for recreation by foot, by bike or by boat. For example the "Müggelsee" <http://www.berlin.de/berlin-im-ueberblick/linkfoto/mueggelsee.html> and the "Müggelberge", the "Pfaueninsel" and "Schwanenwerder", the bays along the "Havelchaussee" or the "Jagdschloss Grunewald". In winter people do ice skating on the frozen lakes "Schlachtensee" and "Krummen Lanke", and if there is enough snow, in Berlin forests and lawns is not only toboggan, but even skiing possible.

Potsdam is on the other side of the "Glienicker Brücke", where "Park Sanssouci" and "Schloss Sanssouci" are just in the vicinity. More excursions, which follow the traces of the poet Fontane will lead to surrounding countryside of Berlin, like for example the nearby "Spreewald" or "Schloss Rheinsberg".

The Senate Department for Urban Development offers many information about public parks and recreation areas on its webpage. Selected public parks and places are described and presented with pictures, especially with respect to recreational offers and accessibility. Besides, you receive indications about public parks (garden monuments) which are under monument protection as well as information to "special public parks", like the botanical garden, the zoological garden or the "Tierpark Friedrichsfelde". In addition the Senate Department for Urban Development hands out many brochures - sometimes cost-free. Some publications are available in book shops or from publishing houses. You can receive information about the publications on the web at:

<http://www.stadtentwicklung.berlin.de/umwelt/stadtgruen/gruenanlagen/index.shtml> or at

Senatsverwaltung für Stadtentwicklung

Info-Center, Behrenstr. 42-45, 10117 Berlin

Tel.: (030) 90 20 55 55, Fax: (030) 90 20 52 64

E-Mail: [SenStadt Info-Center](mailto:SenStadt-Info-Center@senatsverwaltung.de)

Opening hours:	Monday-Thursday	10:00 am - 4:00 pm
	Friday	10:00 am - 2:00 pm

18.6 Tierpark, Zoo, Aquarium

One City - Two Zoo Parks

The fall of the wall in 1989 and the reunification of Germany meant another incision for the zoo. Now, after the "Tierpark" had been established in the district "Friedrichsfelde" in 1955, Berlin suddenly was facing the situation of having two zoological gardens. It was clear to all politicians in charge that both zoos will stay and complement one another. A cooperation contract was signed, that forms the basis for a narrow collaboration. The goal is, that each zoo retains and expands its specific character: on the one hand the inner cities-zoo with its many animal houses and the large aquarium, on the other hand the wide-ranging landscape park with large enclosures. Both zoos together have at present an animal population, which has reached at variety and rarity like no other city of the world. <http://www.zoo-berlin.de/willkommen.html>
<http://www.tierpark-berlin.de/start.html>

"Tierpark Berlin-Friedrichsfelde"

Largest and Prettiest Scenery Zoo in Europe

"Tierpark Berlin-Friedrichsfelde" is opened for its visitors all 365 days of the year - also on christmas eve and new year's eve.

On a surface of 150 ha, you find a scenery park like no other. Generous outdoor bawns for hoofed animal droves, large water areas for geese birds and flamingos as well as imposing vivariums ("Alfred-Brehm-Haus" for felids and tropical birds, pachyderm house for elephants, rhinos and manatees, "Kolibri-Krokodil-Haus" and African primates) welcome you. A visit in the snake farm shows one of the most extensive collections at venomous snakes in a European showcase terrarium. New: units for Asian and European mountain animals and a unit for Japanese egret monkey.

The historic center of the Tierpark is Schloß Friedrichsfelde, now used as a museum, with the historic formation of the north ground floor and south ground floor, which you can visit as well.

Address:

[Tierpark Berlin-Friedrichsfelde](#)
[Am Tierpark 125, 10307 Berlin](#)

Public transport:

Directly to the station "Tierpark" with subway line U5, Tram-lines 26, 27, 28; bus-lines 296, 396

Admission / day cards

Adults: 10.00 EUR

Reduced:

Students (valid semester identification card)

Vocational students (valid student identification card with photo) 7.50 EUR

Unemployed (identification card / official notification)

Civil service and army service (identification card / official notification)

Children 3 to 15 years

Students 16 years (valid student identification card)

Social welfare (with valid identification card)

Blinds and handicapped (100%) and their companion, each 5.00 EUR

Opening hours:**Cash desk opening:** daily at 9:00 am**Cash desk closing:**

January– February 4:00 pm

March 5:00 pm

April – September 6:00 pm

October 5:00 pm

November – December 4:00 pm

24. December 1:00 pm

Visiting hours: 1 hour after cash desk closing**Zoologischer Garten Berlin – Largest Number of Species in the World**

The Berlin Zoo lies as a green oasis in the western part of the city. Today the Berlin zoo has the largest number of species in the world. Opened in 1844 under Prussia king Friedrich Willhelm IV, it was the first zoological garden of Germany. On 35 hectares a large surface with old trees and pictorial watercourses are historical vivariums in exotic style next to modern high-tech plants, like the rhino house and the penguin plant, with its underwater windows. Berlin zoo extends even to sub ground: one of the few night animal houses in Europe.

Address: [Hardenbergplatz 8, 10787 Berlin, Tel. 030. 25 40 10](#)**Opening hours:**

Monday – Sunday

Springtime: March 1 – March 27, 9:00 am – 5:30 pm

Summertime: March 28 – October 3, 9:00 am – 6:30 pm

Wintertime: October 4 – February 28, 9:00 am – 5:00 pm

Aquarium Berlin

The aquarium is a world for itself. On 3 floors you see fish live, but also reptiles, amphibians, insects and invertebrates. Here is also the first accessible crocodile hall of the world!

<http://www.aquarium-berlin.de/>[Budapester Straße 32](#)[10781 Berlin](#)Opening hours: **Monday to Sunday**, the whole year 9:00 am – 6:00 pm**Admission:** Day card ZOO**Adults** 10.00 EUR**Students, vocational student, unemployed,
Civil service and army service** 7.50 EUR**Children** - 3 to 15 years,
Students 16 years, (student identification card),
Social support 5.00 EUR**Admission:** Day card Aquarium**Adults** 10.00 EUR**Students, vocational students, unemployed,
Civil service and army service** 7.50 EUR**Children** - 3 to 15 years,
Students 16 years, (student identification card),
Social welfare 5.00 EUR

Admission: Combined ticket ZOO/Aquarium

Adults 15.00 EUR

**Students, vocational student, unemployed,
Civil service and army service** 12.00 EUR

Children - 3 to 15 years,
Students 16 years, (student identification card),
Social support 7.50 EUR

IV. Integration

19. Legal Information for Your Stay in Berlin

19.1 Residence Permit

We can give you just some primary information. For more information please refer to the guide **to the new right of residence**, which was published by the commissioner for integration and migration on the behalf of the new right of residence. The guide is available in German, English, Russian and Turkish:

www.berlin.de/sengsv/auslb/publikationen/recht.html or www.integrationsbeauftragte.de

Moreover, the Federal Ministry of the Interior offers further information about the right of residence on the web at www.bmi.bund.de, keyword "frequently asked questions" (FAQ) www.zuwanderung.de/2_faq.html.

According to the right of residence different rules apply to Union-citizens, citizens of the European Economic Area, Swiss and their family dependants, other foreigners.

1 a) Residential opportunities for non-EU citizens

Purposes of residence

You can obtain an entitlement to reside for the purpose:

- a) education (e.g. study or language course)
- b) gainful occupation (this concerns self-employed persons and employees who are not independent)
- c) reasons of international law and for humanitarian and political reasons (e.g. as a refugee)
- d) family reasons (e.g. late arrival of spouse or children)
- e) on account of special statutory rights to reside (e.g. the right of foreigners to return, if they had lived in Germany as minors)

Residence Entitlement

The **residence permit** ("**Aufenthaltserlaubnis**") is valid for a limited time and is granted for specific purposes of residence. The length of stay depends on the respective purpose. The residence permit states whether the holder is eligible to work or not.

The **settlement permit** ("**Niederlassungserlaubnis**") is unlimited in time or place and includes the right to work. It must not be accompanied by supplementary clauses, except that political activities may be prohibited or the residency may be restricted under certain circumstances.

General Requirements for the Entitlement to Reside

To begin with, the following preconditions of issue must usually be met in order to obtain any entitlement to reside:

- a) You must be in possession of a valid passport or passport replacement,
- b) You must have assured means of subsistence: that means, you must be able to make a living and have a sufficient health insurance without claim for social funds;
- c) Your identity and citizenship must be clarified,
- d) There must be no reason for extradition,
- e) Your stay neither may impair, nor endanger, the interests of the Federal Republic of Germany,
- f) You must have entered the country with the requisite visa and have provided the decisive information for the granting of an entitlement to reside at any time of making the visa application,
- g) You must not have already been prohibited from entering or residing in the country, and

- h) You must not be engaged in a contrary asylum procedure that is still running, unless you have a right to being granted a residence permit.

1 b) Residency of EU Citizens and Other Privileged Persons

Citizens of the European Union have the right to **enter** other EU states at any time, **reside** at any place of their choice (**right to freedom of movement** / "**Freizügigkeitsrecht**") and to settle there in the persuance of their own aims (**freedom to settle** / "**Niederlassungsfreiheit**"). Citizens of **EEA countries** who are not EU citizens are treated as equal to EU citizens with regard to freedom of movement. In many respects, the freedom of movement rules also apply to **Swiss** citizens.

The EU law on Freedom of Movement lists the EU citizens who are entitled to freedom of movement. This applies to **self-employed persons** and to those who are **gainfully occupied as employees, providers and recipients of services, students, senior citizens, and those who are not gainfully employed** as well as those who are **entitled to remain** (these are persons who have left gainful employment in the country of admission).

Citizens from Central and Eastern Europe who joined the EU on May 1, 2004 are restricted in their right to move and settle freely if they come to Germany for the purpose of a gainful occupation. Employees need an EU work permit for the right to move which must be approved by the responsible work agency.

EU citizens who want to stay in Germany for three months to **look for work** or for **vocational training** are also entitled for freedom of movement.

EU citizens who are **not gainfully employed, old-age pensioners** and **students** have the right of entry and of residence only if they avail sufficient health insurance cover and can independently provide for their own keep.

Citizens who are entitled for freedom of movement are being issued a certificate of freedom of movement. The certificate is issued by the citizens office ("Bürgeramt").

19.2 Settlement Permit ("Niederlassungserlaubnis**")**

The settlement permit offers a more secure status than the residence permit. The settlement permit is unlimited and includes the right to work. It has not time or spatial restriction and may not be restricted by conditions. However, under certain circumstances political activities are prohibited and residency can be restricted.

19.3 Naturalization

EU citizens who are entitled to freedom of movement and citizens of an EEA state, as well as those in possession of a settlement permit and a residence permit for specific purposes, are entitled to claim for German citizenship. Citizens in possession of a residence permit for educational purposes or for specific humanitarian reasons are excluded from the possibility of naturalization.

A period of eight years of lawful and ordinary residence is the condition for claim to naturalization ("**Anspruchseinbürgerung**"). However, if you successfully complete a course of integration, seven years of lawful and ordinary residence are sufficient for you to claim naturalization.

V. Need for help

20. Help Services

20.1 Domestic Violence

Violence in family and partnership occurs in all cultures and social backgrounds. It encounters women and children, independent of age, development, religion and national origin. “Normal” fathers, husband, partners who threaten, beat or sexually mistreat women, forbid contacts to friends and acquaintances and keep them in financial dependence. Out of shame and fear many women fail to seek for help and support. Possibilities for foreign women to escape from a situation of mistreat are complicated by residential status, marriage, no work permit and financial needs. A women’s concern to build up independent life perspectives for her children is very big. Appropriate psychosocial and legal help for migrants are of special importance. In a situation where help is needed, confidential consultation in your own language is very important.

Hotline and Refuge Institutions

BIG-hotline, 9:00 am – 12:00 pm, phone 611 03 00

The BIG-hotline (Berliner intervention project against domestic violence) offers a helpline for women who experience physical and mental violence. Also anonymously if wanted. There is information and mediation to refuge institutions. Interpreters assist in personal consultations. The hotline is also for friends and acquaintances from the private and social background of the women as well as the authorities and social institutions.

20.2 Women’s Refuge ("Frauenhäuser")

In Berlin six women’s refuges offer 24 hours places for women and their children who are in need for protection. A stay at the women’s refuge can help the victim to disengage from a violent partner, to clear her situation and find new perspectives. We advise and support woman individually and help to clarify the situation.

In women’s refuges women from different nationalities and languages are employed. The colleagues seek for collaboration with women interpreters, so women who come to the refuge have the possibility to communicate in their own language. The stay in the women house is anonymous and cost-free.

2. Autonomous women’s refuge	phone 37 49 06 22
3. Autonomous women’s refuge	phone 559 35 31
4. Autonomous women’s refuge	phone 91 61 18 36
Women’s refuge Bora	phone 986 43 32
Women’s refuge of the Caritas	phone 851 10 18
Intercultural women’s refuge	phone 80 10 80 50

Guide for Migrants who Experience Domestic Violence

The “AG Migrantinnen“ at BIG (Berlin intervention project against domestic violence) in cooperation with the Senate Department for Economics, Labour and Women's Issues published a guide for migrants who experience domestic violence. Translations of selected parts of the guide are available in Arabic, English, French, Polish, Russian, Serbo-Croatian, Spanish, Thai, Turkish and Vietnamese.

The guide is available at the delegate of the Berlin Senate for Integration and Migration, Potsdamer Straße 65, 10785 Berlin, phone: 9017-2351 (opening hours see paragraph 5) and on the web at: www.big-hotline.de (pdf download)

20.3 Helpdesks for Children and Juveniles

The Senate Department for Education, Youth and Sport has set up three **24-hours service** helpdesks for young people in situations where help is needed. Consultation and lodging is voluntary. Lodging at the helpdesk is for a limited time, therefore a solution to the situation of the concerned children and adolescents must be found quickly.

Helpdesk for Juveniles ("Jugendnotdienst"):

The helpdesk for adolescents is for boys and girls from 14 to 18 years in misery and hardship situations. It offers ambulatory consultation and short-term lodging.

Toll-free phone number: 0130 86 52 52

Address: [Mindener Straße 14, 10589 Berlin, Telefon 34 40 27/28/29](#)

[Herzbergstraße 83, 10365 Berlin](#), 24 hour service: 55051900

www.maedchennotdienst.de

E-mail L-berg@maedchennotdienst.de

Helpdesk for Girls ("Mädchennotdienst")

The helpdesk for girls and young women from 14 to 18 years offers consultation after sexual violence and temporary lodging.

Address: [Herzbergstraße 83, 10365 Berlin](#)

phone: 55 05 19 00

www.maedchennotdienst.de

E-mail: mail@maedchennotdienst.de

Helpdesk for Children ("Kindernotdienst")

The helpdesk for children is part of the cross-district help service of the Department for Education, Youth and Sport. Children up to 14 years are welcome any time. The family will be informed by us. The caregivers also search the dialogue with the children's parents. Children may call this service any time.

Address: [Gitschiner Str. 48/49, 10969 Berlin-Kreuzberg](#)

Tel.: 61 00 61

20.4 All-purpose – Help Lines and Emergency

General Emergency

Police	110
Fire department	112
Ambulance control station	112
Investigation department, helpdesk	4664-973466

Road Service

ACE - road service	0180-234 35 36		
ADAC - road service	0180-2 22 22 22	cell	22 22 22
ADAC- travel call service	86 86-0		
ADAC - flying ambulance	110 oder 112		

Medical Emergency Service

Informations centers for poisoning appearances	
Poison need center	192 40
Poison emergency call (for adults)	45 05-5 35 55
National medical on-call service	310 03-1
National dental emergency service	89 00 43 33
Dental night emergency service	42 21-14 37

Customer Services Providers

Gas: GASAG clearance service	78 72-72
Water: clearance service	0800-292 59 59
Phone: Telecom trouble shooting	0800-3 30 20 00
Radio interferences	0180-3 23 23 23

Customer Service Public Transport

BVG customer service (6:00 am – 11:00 pm)	1 94 49		
Deutsche Bahn AG automatic			
Schedule information	0800-150 70 90		
Bus station Funkturm	3 02 53 61		
Credit cards emergency call (loss)	069-79 33 19 10		
Check cards emergency call (loss)	069-79 33 19 10,	01805-02 10 21	

Social Help Lines

Hotline for vacationer in danger	0188 81 70		
Berlin crisis service	390 63-00		
Women helpline:			
Monday and Thursday	10:00 – 12:00 am		
Tuesday, Wednesday, Friday	7:00 – 9:00 pm	615 42 43	
Saturday, Sunday	5:00 – 7:00 pm	615 75 96	
LARA helpline and information			
for raped women	216 88 88		
Hotline (BIG)	6 11 03 00		
Gay attack helpline Berlin (Mann-O-Meter)	216 33 36		
Children helpline	6 10 06-1		
Adolescent helpline	3 49 99 34		
Children protection center Berlin	0800 111 0 111		
Ecclesiastic helpline	0800 111 0 222		
Victim aid Berlin, helpdesk			
for victim of criminal offenses	395 28 67		
White ring	833 70 60		
Victims helpline	01803- 34 34 34		

Lost and Found

BVG Finding office			
Potsdamer Str. 182	25 62 30 40		
Finding office Deutsche Bahn AG	01805 99 05 99		
central finding office			
Platz der Luftbrücke 6	75 60-0		

Der Beauftragte des Berliner Senats für Integration und Migration

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