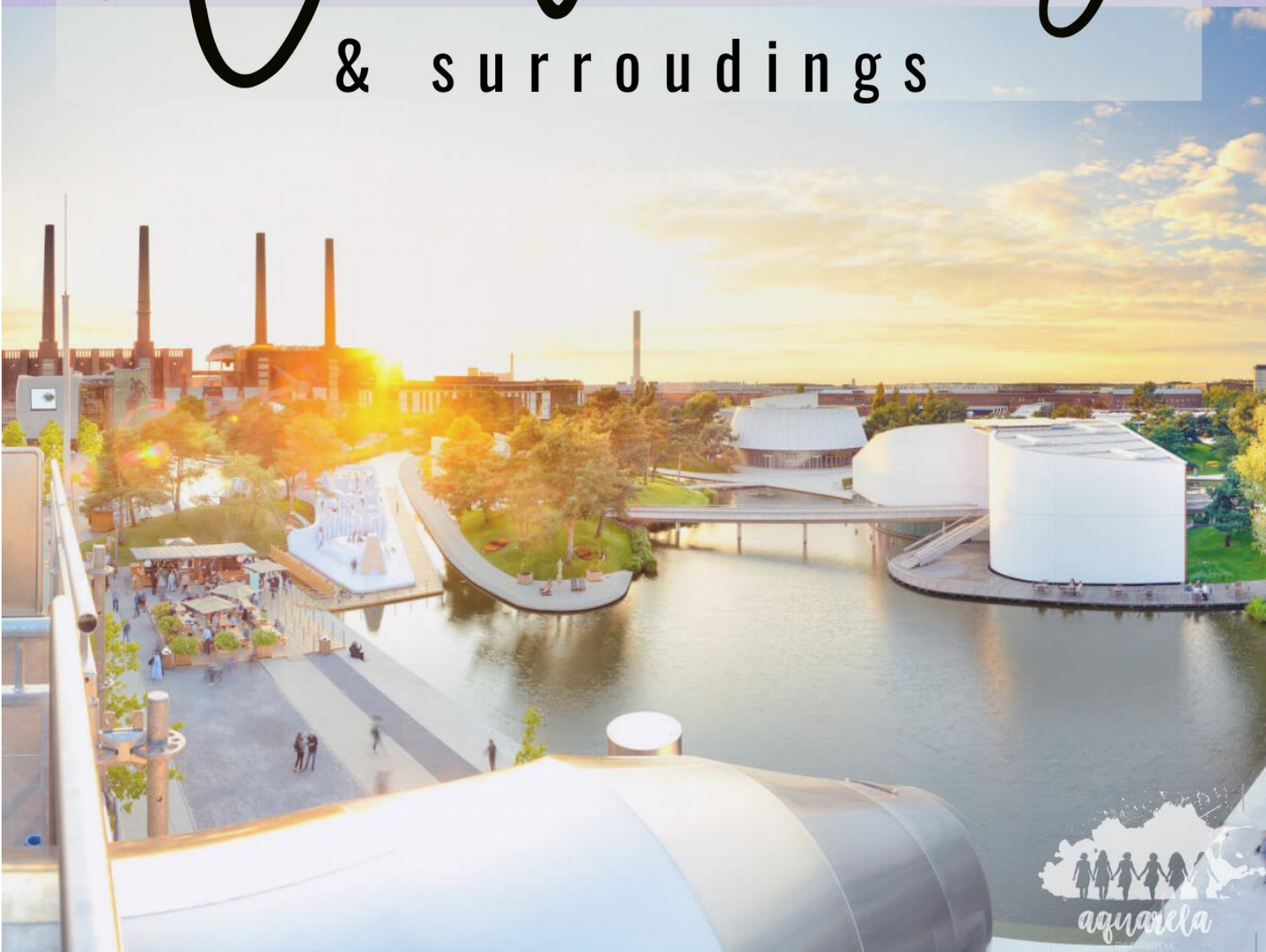


W E L C O M E T O

Wolfsburg

& surroundings



DESENVOLVIDO POR

Aquarela Frauengruppe e.V.



Warning

This guide's content is informative and intended to provide a rough overview of local processes, laws and an approximate outline of regional strategies, rules, and organizations. However, the writers for preparing this guide are not responsible for any errors, omissions, or changes that may have occurred before, during, or after its publication. They do not endorse or guarantee the quality of any organization or service mentioned. Nor are readers assured of any acceptance or approval by any organization cited in this document.



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¹ Contact for translations Portuguese-English: Julia Poersch, juliampoersch@gmail.com

Introduction

We welcome you to Wolfsburg & Region!

This handbook aims to share tips and information that can facilitate your adaptation process, which, as we know, is not easy.

All the content was written by people who, like you, have gone through this experience. Therefore, we have tried to list, simply and clearly, the topics we consider most relevant for those who will be living in Germany for the first time.

The topics are listed beforehand in the table of contents. If you prefer, you can read only the items that interest you. It is worth saying that the information is concentrated on the city of Wolfsburg. However, some tips also extend to Braunschweig and Gifhorn. Not all procedures are identical and unified in other cities, especially when belonging to other Bundesländer (states). If you live outside Wolfsburg, please be aware of the possible peculiarities of your region.

We intend to update this document frequently, so before you start reading, check to see if this is the latest edition available at www.aquarelafrauengruppe.org.

If you have any questions, you can count on our support network. The Aquarela Frauengruppe e.V. team will be glad to support you!

Moving to another country is a great challenge, but it brings a lot of personal development and numerous achievements for those who go through this process. Therefore, we wish you luck and success in this new stage!

Enjoy your reading!

Juliana Avila & Karla Bastos Bäcker

Emergency phones



Police	110
Firefighters, ambulance, emergencies ²	112
Doctors on duty ³	116 117
Pharmacies on duty	0800 00 22 8 33
Debit Card Blocking (EC-Karte)	116 116
Poisoning	+49 (0) 551 19240
Violence against women ⁴	08000 116 016
Child and adolescent protection services ⁵	116 111
Car Insurance Center ⁶	0800 250 260 0

² In cases of urgency and imminent risk of death. Ex: severe chest pain, extreme injuries, suspected stroke, fainting with loss of consciousness, extreme shortness of breath, etc.

³ If there is no imminent risk of death. When the family doctor's or pediatrician's office is **not** open and treatment needs to be immediate. Ex: Diarrhea, extreme back pain, fever, etc..

⁴ *Das Hilfetelefon - helpline for women in emergency situations. 24 hours a day, in 18 different languages..*

⁵ *Das Kinder- und Jugendtelefon funciona de segunda a sábado, entre 14 e 20h.*

⁶ *Zentralruf der Autoversicherer, useful for purposes related to traffic accidents and car insurance, as well as for reporting claims.*

Health

Hospital care

- **Serious emergencies**

In Germany, **you should not go to an emergency room** unless it is an extremely serious or life-threatening situation. Use your best judgment to assess whether the symptoms and discomfort are really an emergency or whether it would be more appropriate to see a doctor on duty (see below). If you have an emergency and need an ambulance, call 112.

- **Non-life-threatening occurrences**

If you need medical care outside of regular business hours, but it is not an extremely serious or life-threatening situation, call 116-117 to find out which doctors and/or pediatricians are on call at that time (regardless of where you are).



Source: Canva's image repository

• Hospitals' addresses

Wolfsburg	Braunschweig	Gifhorn
 <p>Klinikum der Stadt Wolfsburg Sauerbruchstrasse 7 38440 Wolfsburg Tel.: +49 (0) 5361 800 www.klinikum.wolfsburg.de</p>	 <p>Städtische Klinikum Braunschweig Freiestrasse 9-10 38118 Braunschweig Tel.: +49 (0) 5315 950 www.klinikum-braunschweig.de</p> <p>Frauenheilkunde und Geburtsklinik (Obgyn & Maternity) Celler Strasse 38 38114 Braunschweig Tel. +49 (0) 5315 953377</p> <p>Kinder- und Jugendmedizin (Pediatrics) Holwedestraße 16 38118 Braunschweig Tel. +49 (0) 5315 951222</p>	 <p>Helios Klinikum Gifhorn Campus 6 38518 Gifhorn Tel.: +49 (0) 5371 870 www.helios-gesundheit.de/gifhorn</p>
<p>Emergency Care/ Doctors on duty: 116 117</p>		

Pharmacy & medicines - Apotheke

Os remédios são vendidos exclusivamente em farmácias e, em sua grande maioria, apenas mediante apresentação de receita médica.

Medicine is sold exclusively in drugstores, and usually only with a prescription.

To find out if the medicine you want to buy is prescription-free, type the name of the active ingredient (or the medicine) into Google and see if the term "*Rezept frei*" (prescription free) appears in the search results.

Pharmacies do not operate on a 24-hour-a-day model. If you need medicine after hours, you should search for the nearest on-call pharmacy* on one of the sites below, enter your zip code (Postleitzahl - - PLZ (zip code)), to find out which on-call pharmacy is closest to you.

- www.apotheken-umschau.de/apotheken-notdienst
- www.apothekerkammer-niedersachsen.de
- www.aponet.de/apotheke/notdienstsuche
- www.apotheken.de/apotheken-und-notdienste-suchen



If any link does not work, google: *Notdienstkalender Apotheke*.

Hausarzt (Family doctor)

Everyone should have a *Hausarzt* (family doctor or general practitioner). Normally, you can only see a specialist with a referral from your *Hausarzt*.

It is advisable to choose a doctor who sees you within a radius of 20 km from where you live. However, many doctors do not accept new patients. Be persistent in your search, contact several offices, ask your acquaintances for referrals, and ask your health insurance company for help.



Important!

In Germany, the practice of providing medical certificates by family doctors (Hausarzt) and pediatricians (Kinderarzt) can vary. In general, doctors **are not** obliged to provide free medical certificates for certain conditions, especially if there is no legitimate medical reason for absence from work or school.

In many cases, **doctors may charge for medical certificates**, especially if they are requested for reasons that are not considered urgent or essential.

It is recommended that you contact your family doctor or pediatrician directly to get specific information about their policies on issuing medical certificates and whether there are any associated costs.

Krankenversicherung (Health Insurance)

In Germany, there is no public health system and health insurance is compulsory for everyone who has a permanent residence in the country.

There are 2 categories of health insurance: *gesetzliche* (state) or *private* (private). There is also the option of taking out a *Zusatzkrankenversicherung* (supplementary insurance), as described below:

- **Gesetzliche Krankenversicherung (state insurance)**

This type of insurance is not public! It is managed by funds, who administer public funds collected by the state. They are commonly called Krankenkasse or GKV.

The cost of health insurance is calculated according to the worker's annual income and the contribution costs, on average, 16% of the gross monthly salary. In the case of company employees, the employer pays half of the contribution. The other half is automatically deducted from the employee's payroll. However, it is not the employer company that contracts health insurance. Instead, the choice of provider, as well as hiring it, is made by the employee, and the most common are TK, DAK, AOK, BARMER, and Audi BKK, among others.

In some countries, there is a general perception that the quality of private care is much higher than that offered by the state system. In Germany, the difference is more related to the scheduling speed than to the quality itself. Thus, doctors get better remuneration with patients whose plan is private, so the chance of you getting an appointment is quicker if you have private insurance. Nonetheless, the quality of care itself is very similar to that of patients with ordinary state plans.

Advantages vs. Disadvantages of the State Plan

+ In old age, if there is a decrease in income, this is the most economical option;	- Difficult and slow service;
+ Covers dependents without their own remuneration free of charge;	- Alternative treatments are not covered (e.g. osteopathy, chiropractic, homeopathy, etc.).
+ No health questionnaire is required for acceptance.	

- **Private Krankenversicherung (private insurance)**

Not everyone can opt for a private health insurance plan, also known by the acronym PKV.

Contracting this type of plan is possible only for:

- self-employed;
- public employees;
- university students (as long as they are released from the GKV and are over 30 years old);
- persons with gross income above approximately 65,000 euros/year (the exact amount is subject to periodic readjustments. Please check the current amount).

The cost of private health insurance depends on the age and state of health of the insured. The older you are when you take out the insurance, the more expensive it is.



Important!

The age that determines the amount is the age at the date of contracting. The amount of the insurance is not exponential as the person gets older.

When hiring the insurance, you must answer a health questionnaire. In case of certain pre-existing diseases, the amount may be increased or the insurance company may even reject the adhesion to the insurance.

The switch from private to public health insurance is mandatory when there is a reduction of the gross income to an amount below the limit (approximately 65,000€/year).

In other conditions, leaving the private plan and returning to the state one can be complicated and often impossible. An example is people over 55 years old whose annual income is more than the threshold value. They, therefore, cannot return to the state plan. Because of the restrictions on switching insurance types, you should do enough research before deciding to go private. In addition, consider long-term planning before signing up for this form of contract (i.e., you have sufficient savings to afford the costs of the personal plan after your retirement).

There is a long list of private health insurance companies, such as: Allianz, HanseMerkur, Deutscher Ring, DKV, Barmenia etc.

• **Zusatzkrankenversicherung (supplementary insurance)**

Supplementary plans serve to fill gaps in the coverage of the state health plan insurance. You can contract with a private insurance company for an extra one, regardless of income.

Examples of supplemental plans:

- nursing care;
- supplementary dental insurance;
- supplementary hospital insurance - which guarantees, for example, a single or double room, according to the choice, care in the hospital of your choice, as well as care by "Chefärzte" (more experienced doctors), etc.

The companies providing supplementary insurance are equal to those listed above - *Krankenversicherung* (PKV).

Advantages vs. disadvantages of private insurance and additional private insurance

Private	Additional Private
+ For the self-employed and civil servants, the amount of income is not decisive;	+ Option of choosing a single or double room, treatment by a head doctor and the possibility of choosing the hospital, plus homeopathic treatments;
+ For those with private health insurance, there is the possibility of receiving a subsidy from the employer, of approximately 50% of the costs;	+ After six weeks of being unable to work, the statutory health insurance company pays sick pay, which does not cover the full amount of the salary, resulting in a loss of around 20 to 30%. In addition, the employer is obliged to pay salary for only six weeks for the same illness in a 12-month period;
- Children are not covered free of charge by family insurance, resulting in additional costs.	- Accident children are treated in the adult emergency room, while respiratory or other problems are treated directly in the children's emergency room;
	- <u>In addition to the extra cost</u> , some supplementary insurances may have specific limitations on cover;
	- Depending on the insurance, there may be a specific list of doctors, hospitals or clinics that accept supplementary insurance.

Living in Germany

Renting Real State

• About Renting

Renting a property in Germany has its peculiarities.

The first is that most houses and apartments are not rented through a real estate agency but with the owners. Therefore it isn't easy to concentrate on visits to several properties on the same day because they are made directly with each owner. Germans (and Europeans generally) do not appreciate spontaneity when arranging appointments. Thus, organize yourself in advance because scheduling visits at short notice will be difficult.

Another peculiar aspect is that *Landlords* are usually demanding when choosing their renters. Behave as if you were going to a job interview. Be punctual. It is really important to make a good first impression.

About the ads, it is important to pay attention to the amounts described, since there are 4 types of them:

- ✓ *Kaltmiete*: the rent, properly speaking;
- ✓ *Betriebskosten* (also known as **Nebenkosten**): is a kind of "condominium" that includes costs such as cleaning the building, energy and water in common areas, elevator, garbage collection, etc.
- ✓ *Nebenkosten*: water, electricity, and heating.
- ✓ *Warmmiete* (hot rent): the amount that includes everything, even water, energy, and heating.

Despite the existence of the *Warmmiete*, in most cases, you will have to pay the owner the first two amounts (*Kaltmiete* + *Betriebskosten*). There is also a security deposit, which generally requires 2 to 3 rentals in advance at the time of rental. The water, energy, and heating bills are settled directly with their respective suppliers.



Curiosity

An interesting curiosity is that the word *Zimmer* includes both bedrooms and living rooms. So, if you would like a property with, for example, 2 bedrooms and a living room, you need to search for a property with 3 *Zimmer*.

• About the furniture

Many properties are rented without an equipped kitchen. Don't be fooled by the pictures, because frequently, all the kitchen appliances in the images belong to the current resident and will not remain on the property. The same advice applies to any other furniture that may occur. To find out if the kitchen is included, see if the ad says the word *Einbauküche* or its abbreviation EBK.

When the property already has any furniture, in some cases custom-designed, the renter may require or give preference to the candidate willing to buy items offered together with the rent.

Another fundamental detail: most properties are usually rented without chandeliers. Even lamp sockets are generally not available.

Be careful not to spend your first nights in the dark!



• How to find a rental property

The best source for finding available properties is the Internet. There are several sites and (respective apps) for this purpose, such as:

Sites

www.immobilienscout24.de

www.immowelt.de

www.immonet.de

www.ebay-kleinanzeigen.de

www.vwimmobilien.de

www.nld.de

www.g-i-p.com

Apps

- Immobilienscout24 (Available for Android and iOS)
- Immonet (Available for Android and iOS)
- WG-Gesucht (Available for Android and iOS)



Student options:

<https://www.jugendherberge.de/jugendherbergen/braunschweig-727/portraet/>

<https://stw-on.de/en/braunschweig/housing/dormitories>

<https://www.tu-braunschweig.de/international-student-support>

An-, Um- & Abmeldung (Address registration, change of address and cancellation of registration)

When you change your address in Germany, you must register it with the city office. A registration requirement applies to Germans and foreigners living in the country.

After arriving, you have **two weeks** to make your *Anmeldung* (registration) at the Einwohnermeldeamt/Meldebehörde (registration office) in your town.

At Wolfsburg City Hall, you need to make an appointment for that purpose – which you can do online at <https://www.wolfsburg.de/rathaus>, or you can go directly to the *Schnellschalter* (service counter) and tell them that you need an *Wohnsitzanmeldung* (address registration).

The documents required for the *Anmeldung* are:

- passport (or another European identity document);
- if married, original marriage certificate with a certified translation;
- if self-resident, property document;
- if rented or shared accommodation, the *Wohnungsgeberbestätigung* (a document completed and signed by the renter or roommate). The *Wohnungsgeberbestätigung* model form can be accessed via the [link](#) or directly on the Wolfsburg city website www.wolfsburg.de.
- When registering a family, it is essential to present all identification documents. For minor children, it is advisable to bring an up-to-date, sworn and translated birth certificate. Children over 18 must register individually.

If you move within Germany, you do not have to cancel the registration at your old address. The cancellation of the previous registration takes place automatically with the *Ummeldung* (registration at the new address).

If you leave Germany to live in another country, then yes, you must make the *Abmeldung* (cancellation of your old address). That is also done within **2 weeks** (after leaving the residence). You can also make your *Abmeldung* up to 7 days **before** your departure.



Important!

When registering, you will have to indicate your religion. See more information in the chapter regarding *Taxes and Fees*.

• *Meldebehörde* Addresses (place of registration)

Wolfsburg	Braunschweig	Gifhorn
		
Bürgerdienste Stadt Wolfsburg Porschestraße 49 38440 Wolfsburg	Bürgerangelegenheiten Stadt Braunschweig Friedrich-Seele-Straße 7 38122 Braunschweig	Bürgerbüro Stadt Gifhorn Marktplatz 1 38518 Gifhorn

• Documents received after the *Anmeldung* (registration)

Upon your *Anmeldung*, the *Meldebehörde* (place of registration) itself will give you a *Meldebescheinigung* (confirmation of your registration). This document will be required in numerous situations, so please keep it carefully. If you lose it, you can request a replacement for a fee.

A few days after you register for the first time in Germany, a letter is mailed to you with your Identifikationsnummer or Steuer-ID (tax identification number). You can also request a duplicate of this correspondence via the [official website](#).

This number is equivalent to the identification document from your country of origin and is a code you receive only once. If you have already lived in Germany on another occasion, your *Steuer-ID* will be the same as the last. Employees must inform this number to their employer. You will also need to tell your bank to open your account.

After your registration with the city, you will also receive a letter from *Deutsche Rentenversicherung* containing your *Sozialversicherungsnummer* (social security number). If you do

not receive this letter and need to find out what your *Sozialversicherungsnummer* is, you can request it from your health insurance provider.



Important!

There is no concierge service in German buildings, only mailboxes for each apartment. The apartments don't have numbers; you should have your **full first and last name** and your **family members** (if different) **in your mailbox**. For example: Maria **da Silva Santos** and José **Santos**. Doing this, you ensure that you will receive your mail.

See the chapter [Post - Deutsche Post/DHL](#) for more information about sending and receiving mail.



Source: Canva's image repository

Visa

Obtaining a residence permit in Germany

If you are not a citizen of any EU country, it is mandatory that you apply for a residence permit (Aufenthaltstitel).

The first step in applying for your Aufenthaltstitel is to register at the Einwohnermeldeamt/Meldebehörde (registration office) in the city you live in. Once you have registered, you should contact the Ausländerbehörde (the authority responsible for issuing permits) in the city where you registered.

This applies both to those who entered Germany with a visa received by the German consulate in their country of origin (whether for study, work or otherwise), and to people who entered as tourists, without a prior visa in their passport.

Depending on the residence permit (Aufenthaltstitel) you receive, you will have the right to work in Germany or not.

- **Required documentation and procedures**



It is necessary to get in touch - by phone, email, or via the website (see box below) - to schedule an appointment. You will receive an email confirmation of your appointment with the list of required documents.

The required documents are generally:

- A fully filled in and signed application;
- Proof of health insurance (certificate from health insurance company)
- Proof of income (last 3 months)
- Employment contract or proof of enrollment (for students or school-age children).
- Valid passport
- 3x4 photo that meets the [biometrics rules](#)
- Fee of approximately 300€.

A few weeks after submitting the requested documents, you will receive a letter informing you that your permit, *Aufenthaltstitel*, is ready to be picked up. You must pick it up personally or sign a power of attorney authorizing someone else to get it for you.

• **Ausländerbehörde's addresses**

Wolfsburg	Braunschweig	Gifhorn
 <p>Ausländerstelle Stadt Wolfsburg - Rathaus A Porschestraße 49 38440 Wolfsburg Tel. +49 (0) 5361 281234 auslaenderstelle@stadt.wolfsburg.de</p>	 <p>Ausländergelegenheiten Stadt Braunschweig Friedrich-Seele-Straße 7 38122 Braunschweig Tel. +49 (0) 5314701 (citizen's phone number) auslaenderbehoerde@braunschweig.de On-line appointments</p>	 <p>Ausländerbehörde Stadt Gifhorn Schloßplatz 1 38518 Gifhorn Tel. +49 (0) 5371820 andkreis@gifhorn.de On-line appointments</p>

Führerschein (Driving license)

Validity of licenses from outside the European Union

Driver's licenses issued by countries that do not belong to the European Union are valid for six months from entry into the country. However, an extension of up to 6 months is possible if you prove that your stay in Germany will not exceed 12 months. To obtain the extension, applying to the Führerscheinstelle (authorities responsible) in your region is necessary.

If your residence time is more than one year, you will need to transfer your driver's license. Depending on the country that issued your driver's license, the process may require a translation of the original driver's license, approval of a theory test, and even a road test.

The requirement list (according to the country of origin) is available on the [ADAC website \(https://www.adac.de\)](https://www.adac.de).

Next, there will be a description of the process in the most complex scenario: one in which all requirements are necessary to obtain a driving permit in Germany (required for foreigners from Latin American countries, among others).

The German term for transferring a driver's license is *Umschreibung*.

Umschreibung: transfer of driver's license

• **Fahrschule (driving school)**

The first step is to choose the *Fahrschule* (driving school) where the process will take place. Next, the driving school will provide information about the required documents and the steps to follow.

Driving schools may have different payment policies, and some schools require you to open an account in Germany in order to make an automatic debit.

• **Driver's license translation**

The translation can be done by a certified translator or directly at ADAC (see addresses in Wolfsburg and Braunschweig below). This process can last up to 2 weeks and costs around EUR 60 (costs vary depending on the region).

Wolfsburg	Braunschweig
ADAC Geschäftsstelle Wolfsburg Kleiststraße 3 38440 Wolfsburg Tel.: +49 (0) 5361 38496969	ADAC Geschäftsstelle Braunschweig Lange Str. 63 38100 Braunschweig Tel.: +49 (0) 5312 61530

- **Erste Hilfe Kurs (First Aid Course)**




The *Erste-Hilfe-Kurs* (first aid course) is mandatory for a driver's license in Germany. It is a very simple course that lasts approximately 6 hours. At your driving school you can find out where to take this course. One of the options is available at: [M-A-U-S | Erste Hilfe Kurs Wolfsburg](#); <https://www.tronomed.de/erste-hilfe-fuer-fahrschueler> e <https://ersthilfekurswolfsburg.de/>

- **Sehtest für Führerschein (Eye examination)**

Any optician can do the *Sehtest für Führerschein* (Eye Examination for Driving Licenses) without the need to visit an eye doctor. The cost varies from €5 to €10. The examination is often offered in conjunction with a first aid course.

- **Applying with the Führerscheinstelle**

You must apply for a change of driver's license with the *Führerscheinstelle* in your region. Your driving school will probably do this for you. If not, please contact the *Führerscheinstelle* to make an appointment:

Wolfsburg	Braunschweig	Gifhorn
 <p>Führerscheinstelle Stadt Wolfsburg Rathaus B - Zimmer 48 e 49 Porschestraße 49 38440 Wolfsburg</p> <p>Tel.: +49 (0) 5361281234 fuehrerscheinstelle@stadt.wolfsburg.de</p>	 <p>Führerscheinstelle Stadt Braunschweig</p> <p>Porschestraße 5 38112 Braunschweig</p> <p>Tel.: +49 (0) 05314701 fuehrerscheinstelle@braunschweig.de</p> <p>Agendamento on-line</p>	 <p>Führerscheinstelle 3.4 Verkehrswesen Landkreis Gifhorn</p> <p>Im Heidland 39 38518 Gifhorn</p> <p>Tel.: +49 (0) 5371 820 fuehrerscheinstelle(at)gifhorn.de</p> <p>Agendamento on-line.</p>

The documents required for applying are:

- Passport (or another European identity document);
- Meldebescheinigung (proof of registration) in the city of residence;
- a 3x4 photo that fulfils [biometrics rules](#) (same as used for the Aufenthaltstitel);
- An original version of the driver's license from the country of origin with a certified translation;
- proof of the eyesight test;
- certificate from the Erste-Hilfe-Kurs (first aid course).

From 3 to 4 weeks after submitting the documents, you will receive a letter per mail with authorization to continue the process.

• Theory Test

You can do the theory test in several languages. It is even advisable that you choose your native language.

A study app with more than 1,000 questions in the desired language prepares you to take the test. When you register with the driving school, you will receive a login and password to train and prepare. You can schedule and take the theory test when you achieve a satisfactory result on the simulations.

The theory test includes 30 multiple-choice questions. There may be several correct answers to one question. If you receive more than ten minus points, you will fail the test

Once you have passed the theory test, you can start the practical part. The theory test is valid for one year, so this is the deadline for taking the practical lessons and the driving test. Otherwise, you will have to retake the theory test.

- **Driving classes**

Driving lessons are not obligatory but advisable. Driving in Germany can be very different from driving in your home country, and this is an opportunity to practice unfamiliar traffic road signs and rules that are not known to you, as well as to hear tips from the instructor and possible pitfalls that may arise at the time of evaluation.

Also, consider that you can only do the driving test in German. Therefore, especially for those who do not master the language, training with an instructor in the language of the driving test can be an excellent opportunity to feel better prepared and less apprehensive.

Another advantage is that the instructor will be able to evaluate your performance and advise you when you are ready to take the test with a better chance of being approved.

- **Driving test**

As with everything in Germany, **schedule your test in advance**. The test duration is approximately 45 minutes. Your examiner and the instructor will accompany you; and, in some cases, you may also be joined by other people who are taking the driving test.

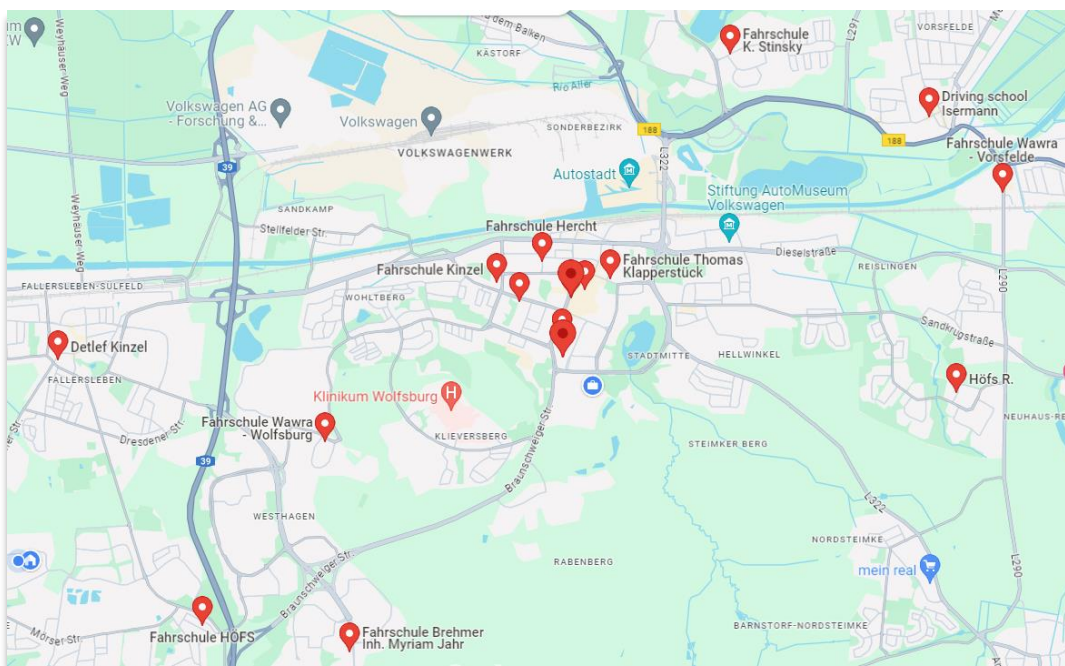
- **Driver's license withdrawal**

In Wolfsburg, receiving the document from the assessor right after passing the driving test is expected. Otherwise, you can pick up your German driver's license at the *Führerscheinstelle*.

If you are traveling, you can apply for an international driver's license from the *Führerscheinstelle*. Before doing so, please check whether you can use your German driver's license in the destination country. The rule for using the driver's license is usually reciprocal: your original driver's license is valid for up to 6 months in Germany. If you stay less than six months in another country, your German driver's license can most likely also be used at your destination without problems.

- **List of driving schools**

Below there are listed some of the driving schools to start your process in Wolfsburg:



Source: Google Maps

*List updated in Feb 2024.

- <https://www.fahrschule-kinzel.de/>
- <https://www.fahrschule-wawra.de/>
- <https://fahrschule-holtmann.de/>
- <https://www.fahrschule-noorlander.de/>
- <https://www.fa-wob.de/>
- <https://www.fahrschule-klapperstueck.de/>
- <http://www.fahrschule-hoefs.de/>
- <https://www.fahrschule-wolfsburg.de/>
- <https://www.fahrschule-38.de/>
- <https://fahrschule-hercht.de/>
- <https://fahrschul-akademie.de/>
- <https://www.bkfa-braunschweig.de/>



Source: Canva's image repository

Taxes & Fees

Taxes and fees may vary according to the person's employment status/employment in the work market: whether they are employed, self-employed, or an entrepreneur. Here we will focus on employed people since this is the most common category.

The tax authorities in Germany are called *Finanzamt*. Residents of Wolfsburg are accountable to the *Finanzamt* in Gifhorn. Braunschweig has its own *Finanzamt*.

Steuerklasse (Income tax classes)

The income tax system is divided into classes, as described below. The tax rate to be paid depends not only on your income but also on the number of children and the children's age.

The Tax classes are:

Tax class 1	Tax class 2	Tax class 3 + 5	Tax class 4	Tax class 6
single people, widows, widowers, divorced or those who do not live with the partner (for example: you are in Germany and your partner is in another country).	single parents or in the process of divorce.	Married people or partners who have declared a stable union. The combination of classes 3 and 5 works for couples that have different incomes. The one with the higher income opts for class 3 (lower rate), while the one with the lower income, for class 5 (higher rate). In the final amount, the couple benefits.	Married or partners who have declared stable union and who do not have a large difference between salaries or income. Both choose the same rate.	People who have more than one income, regardless of marital status.

To estimate your net salary, you can do a simulation by [clicking here](#).

Kirchensteuer (Church tax)

When registering in the city, you will be asked about your religion. The Kirchensteuer (church tax) will be deducted directly from your salary if you are Catholic or Protestant Lutheran. The rate is about 9%.

If you do not wish to pay this tax, you can declare that you have no religion.

Members of other religions are not subject to this tax.



Important!

The Protestant Lutheran church is called, in German, the *Evangelische Kirche*. But the tax is only charged on Evangelicals belonging to that church specifically. Therefore, if you are Evangelical but belong to another religion other than Lutheran, you are not required to pay the tax.

Solidaritätszuschlag (Solidarity Tax for the East)

The *Solidaritätszuschlag*, created in 1991 (East German Solidarity Tax), intends to help with the costs of German reunification (East and West) to make the country economically homogeneous. The rate is usually 5.5%.

For many years this tax has been under discussion, and from 2021 some people may be released from paying it.

Sozialabgaben (Social contribution)

Os impostos abaixo pertencem à contribuição social:

- health insurance;
- care insurance;
- retirement;
- unemployment insurance;
- accident insurance.



Important!

Payment of social taxes is shared between the company and the worker.

Radio and TV tax

Every household must pay the radio and TV license fee (ARD ZDF, also known as *Rundfunkbeitrag*).

It doesn't matter if you have it or not, whether you watch TV or listen to the radio. However, the fee is obligatory, and non-payment results in fines and an entry into the SCHUFA (German registry of debtor's register).



Important!

This is not a per-person fee, but a per-household fee (regardless of the number of individuals living there).

After registering with the city hall, you will receive a letter informing you that you must pay this fee. If someone else in your household or the property owner already makes this payment, you do not have to pay additionally. However, **you cannot simply ignore and disregard it**. You must answer, stating the name and taxpayer number of the person who already pays for the fee at your residence.

The money from the *Rundfunkbeitrag* finances the programming of radio and some TV stations in Germany. That enables these stations to offer documentaries, reports, and other high-quality material on TV, radio, and their respective portals on the Internet, without dependence on the government and therefore free of information manipulation. In addition, the money improves data transmission and technology and creates material with sign language support.

School System and Academic Career

Early Childhood Education

- **Kita**

Kita = Krippe + Kindergarten

The term *Kindertagesstätte* (or its abbreviation "*Kita*") refers to *Krippe* (for children under 3 years old) and *Kindergarten* (for children 3 years old and older).

To apply for a place in either a *Krippe* or a *Kindergarten*, you must do a *Betreuungsanfragen* (application) via the [Wolles Welt \(https://kitas.stadt.wolfsburg.de\)](https://kitas.stadt.wolfsburg.de) The sooner you do it, the better!

You can choose up to 5 institutions at a time. The answers are sent to you by email. If you receive an *Absage* (negative response), it is possible to make a new request.

It is advisable, however, to directly contact the *Kitas* of your preference to schedule a visit, see the facilities and take the opportunity to show your interest in the opening spot.

There is a priority list in the distribution of vacancies. However, if your children's names are not on this list, there is no specific definition of how they distribute the places. Therefore, a visit can increase your child's chance during the distribution. But, of course, it doesn't hurt to try your luck!



Important!

1. If one parent cannot provide proof of employment, the child may attend a *Kita* for 6 hours per day. Please consider this when making your applications so that you don't make mistakes and reduce your chances of getting a spot.
2. When applying through the website, don't forget to put "**Priorität 1 (Priority 1)**" for **your preferred *Kita*** because this is one of the criteria considered in the distribution of places;
3. When you receive a *Zusage* (confirmation), you need to log in again and bestätigen (confirm) that you take the position;
4. If the child attends a Krippe and will soon turn three years old, they are **not** automatically transferred to *Kindergarten*. It is necessary to apply on the website again.

→ [Here](#) you can find the [map of Kitas in Wolfsburg](#).

The vacancies are distributed in 4 periods during the year, 3 to 4 months before the date the child will attend the *Kita*:

- August 1 - starting on November 01, December 01, and January 01;
- November 1 - for February 2, March 1, and April 1 starts;
- February 1 - starting on May 01, June 01, and July 01;
- April 15 - starting on August 1, September 1, and October 1 (on this date, the chance of getting a place is better because this is when children who turn six years old leave Kindergarten to go to elementary school).

Priority in the distribution of vacancies

- 1^o Extreme cases (children under guardianship, complicated family problems, etc.);
- 2^o Single mother or father with an employment/student relationship;
- 3^o Both parents are employed/students;
- 4^o Either the father or the mother is taking a course for re-employment or the Integrationskurs* (integration course);
- 5^o Currently siblings enrolled in this institution;
- 6^o Priority informed by the parents at the time of the vacancy request.

* Course offered by the Ministry of Migration and Refugees (BAMF), where you learn the German language.

• *Krippe*

Openings at *Krippe* are usually very competitive, as there are few options. The classes are composed of up to 15 children, and a monthly fee is charged. However, the values are proportional to the family income, and there are discounts if siblings attend a *Krippe* simultaneously. Prices can be found by <https://www.wolfsburg.de/bildung/informationen-fuer-eltern/kleine-kinder/kitas-und-krippen> or contact by e-mail: elternbeitragsberechnung@stadt.wolfsburg.de marita.harder@stadt.wolfsburg.de.

Children under three years old are eligible to attend a *Krippe*; however, the state has no obligation to provide a place for them. Spots are distributed according to the criteria described above.

If you can't get a place for your children at this age, one option is to look for a *Tagesmutter* (see below).

• *Kindergarten*

From the age of 3, the state must provide a place for every child in *Kindergarten*. It is important to note that **the kid has the right, but it is not mandatory to attend; this decision belongs to the parents.**

The distribution of these places follows the same criteria as described above. Therefore, if your children are eligible, they will receive a place! However, if they are not on the priority list, it doesn't mean they will get a Kindergarten of your choice.

Kindergarten is free of charge. The groups have up to 25 children and are not divided by age (there are children of different age groups in the same class, allowing the younger children to learn with the older ones).

The main focus of *Kindergarten* is on playing, experimenting, and relating to each other. Children are encouraged to be independent and self-sufficient.

In the last year of Kindergarten, children have a few hours a week of activities to prepare them for elementary school. However, don't expect your child to learn to read, write, do homework or anything like that while still in Kindergarten. All in good time.

- **Tagesmutter**

Tagesmutter is a person (usually a woman) who takes care of up to 5 children between the ages of 1 and 3. Usually, the parents bring their children to the residence of the *Tagesmutter* - only in isolated cases does she perform this work in the child's home.

A *Tagesmutter* is a trained and certified professional who performs this function. Likewise, the home must fulfill the minimum requirements to receive children (space, furniture, adaptations for small children, safety items, etc.). In addition, there is a safety inspection so the person can perform this function.

The fee paid to a *Tagesmutter* is the same as that paid to a Krippe. However, the payment is not made directly to the *Tagesmutter*, but to the city hall of Wolfsburg, which is responsible for making the transfer.

To get the contact list of *Tagesmutter*, you should request it from the *Familienservice* of Wolfsburg:

Familienservice Wolfsburg e.V.
Porschestraße 76, 38440 Wolfsburg
+49 (0) 5361 8969690
info@familienservice-wolfsburg.de

The *Familienservice* also assists families in their search for *Krippe*, *Kindergarten*, and, in some cases, babysitters. If you have any difficulties in this regard, you can contact them and request an appointment.

Elementary and Secondary Education

Children must generally start at a *Grundschule* at the age of 6. It lasts four years, and in the 4th year, according to the child's performance, it will be defined as what type of school they will attend next.

In the city of Wolfsburg, parents are free to decide which school they want their children to attend. *Grundschule* places are usually allocated by place of residence (preferably a neighborhood school, but this is not compulsory).

Each school has its class schedule. However, most schools have compulsory classes only in the morning and offer the possibility for children to stay in the afternoon if desired. This model is called *Offene Ganztagschule* (see more details below).

In Wolfsburg, there are a few elementary schools that also have compulsory classes in the afternoon. These are called *Teilgebundene* and among them are GS Regenbogenschule, GS Laagberg, GS Fallersleben, GS Wohltberg, GS Erich-Kästner and Waldorfschule.

Read official information on this subject by [clicking here](#).

• Important terms relating to the *Grundschule*:

- ***Muss-Kind***: children who turn six years old between October 2 and July 1 are required to enter school this year. Enrollment must be made one year before the child's 6th birthday, by May 1.
- ***Flexi-Kind***: from 2018, parents whose child turns six between July 1 and September 30 can decide whether or not the child is mature enough to enter the school that year. This decision does not require justification but must be made by May 1. In addition, a written statement of what has been decided must be sent to the school.
- ***Kann-Kind***: Children who turn six after October 2 can also be enrolled at school. In this case, the parents feel that their kids are ready to study. First, however, the school management decides whether to accept the enrollment.
- ***Schulkindergarten***: children who are at the mandatory school age but for some particular developmental reason (either social or learning) are not yet ready to have the option to attend a *Schulkindergarten*. These are not affiliated with a *Kindergarten* but rather with an

elementary school. These children also can stay one more year in Kindergarten (a decision made between parents and the school's pedagogical team).

In Wolfsburg there are 5 Schulkindergarten: GS Regenbogenschule, GS Fallersleben, GS Hasenwinkel-Neindorf, GS Friedrich-von-Schiller-Schule e GS Alt-Wolfsburg.

- **Offene Ganztagschule:** Parents can decide if and on which days of the week their children should stay in school in the afternoon. It does not have to be every day; however, once registered, the schools ask to avoid fluctuations in the child's pickup times. When there is a reason for leaving earlier than the agreed time, you must justify it and give a notice in advance.

At the *Ganztagschule*, children eat lunch, do their homework under supervision, and can participate in extracurricular activities, projects, or play.

It is the children (not the parents!) who choose the extracurricular activities, according to their interests.

When finishing the 4th grade, a change of educational institution is required. But, first, parents can decide which school their children will attend. The teacher made that decision some years ago, but this rule has changed. Now, parents can request that teachers give their suggestions by filling out and signing the appropriate form. This form remains in the child's file, and the schools receive the new requested assignment.

The most common types of Weiterführende Schulen (secondary schools) are:

- **Förderschule:** schools for children with special pedagogical needs;
- **Hauptschule:** from 5th to 8th grade, offers its students a **general education**. There is the possibility of attending the 10th grade, which is optional.
- **Oberschule:** A combination of Haupt- and Realschule. It is possible to study up to the 10th year at an Oberschule.
- **Realschule:** from 5th to 10th grade, offering an **intermediate quality education** between Hauptschule and Gymnasium.

- **Integrierte Gesamtschule:** Combination of Haupt-, Realschule, and Gymnasium in a single school. What defines the Abschluss (diploma to be received) is the duration in years of completed studies:
 - 9 years completed are equivalent to a diploma of *Hauptschule*;
 - 10 years completed can be equivalent to *Haupt-* or *Realschule*;
 - Students who obtain an average grade of 3 or higher may continue their studies to get a diploma equivalent to the *Gymnasium*.
- **Gymnasium:** from 5th grade to 12th or 13th grade, offers the **best quality education** and allows the child to attend an institution of higher education - university.

Teenagers who chose to end the Gymnasium in the 12th grade are called Fachhochschulreife. They do not have the right to take the Abitur (university entrance exam), but they can do some higher education courses at a Fachhochschule or start a professional course (more information below and in

).

Only students who finish the 13th grade are eligible to take the Abitur and pursue higher education at a Universität as well.



Important!

It is possible to change the type of school if the child's performance justifies this change!

Official information is available at [Schulen in Wolfsburg](#).

Ausbildung (Professional-Technical Education)

Regardless of the high school diploma received, students can apply for a professional apprenticeship that combines theoretical classes and practical training in a company or agency related to the chosen profession.

The website [Ausbildung.de](https://www.ausbildung.de) offers many opportunities and tips for students who want to follow this path.

Higher Education

- **Fachhochschule or Hochschule**

Fachhochschule or *Hochschule* are synonyms. Also known as Universities of Applied Sciences, they offer less variety of courses and differ from a *Universität* (university) mainly by the focus on practice. Here one can take classes in technical higher education, practically oriented and studies with a practical or applied orientation, determined by concrete requirements of professional life. Many of these courses are also offered at the *Universität*, but the *Fachhochschule* focuses more on the job market.

- **Universität**

When you finish the 13th grade, you can study at a *Universität* (university). The various universities offer scientific, academic, and theoretical study and have a more comprehensive range of options (medical school can only be done, for example, at a *Universität*).



Source: Canva's image repository

• Diploma Recognition

If you have studied at a foreign university and want to work in Germany, it is quite relevant that you know whether your diploma is recognized and how to get it recognized.

First, you can check if the university where you have studied is a recognized institution and whether or not your degree is equivalent to a German one. To do this, go to:

- [Anabin](#);
- [Länderhinweise | uni-assist e.V.](#)

In a second step, if you need to go through the recognition process to adjust your course schedule, go to the [Anerkennung-in-deutschland](#) website for profession-specific information. There you can find out how to get your diploma recognized and the requirements. There is also an indication of the professional counseling office.

Another way to obtain information about the recognition of your diploma is to visit the website *Berufskammer* (Regional Council) for your profession. To perform this search, use the following word combination:

Name of your **profession** + word "**kammer**" + **State** where you want to do the recognition process.

For example:

Architektenkammer Berlin
Ärztchammer Niedersachsen
Rechtsanwaltskammer Bayern

Most portals also provide information in English.

It is always important to check with the responsible departments in the region where you will do the validation process of your diploma, as there may be slight bureaucratic differences between them.

Another option is to schedule counseling in one of these two entities in your region.

- [IQ Netzwerk](#);
- [Welcome Center](#) – mail@welcome-center-der-region.de

To learn more, we list below some other sites that offer information about the subject:

- [Agentur für Arbeit](#) (information in German or English);
- [Kultur Ministerium de cada Bundesland](#) (the following link is from Niedersachsen);
- [BAMF — Bundesamt für Migration und Flüchtlinge — Anerkennung ausländischer Berufsabschlüsse.](#) — You can also contact the BAMF via hotline: +49 (30) 1815 1111
- The [Make it in Germany](#) Website also offers information about work permits and highly demanded professions in Germany.

Tip: Social Networks



Searching on social networks for groups of professionals in your field who live in Germany can also be of great help. You can talk to other people who have already done professional recognition in the country and they can give you valuable tips.



Source: Canva's image repository



Source: Canva's image repository

German Courses

It is essential to learn German while living in Germany. Speaking, expressing, and communicating well will make you more confident in solving any day-to-day problems and enable new friendships and a support network in this place that is so different from your home country.

There are many ways to study German: in language schools, through various apps and videos on YouTube, or on the Internet. It is up to you to find the most appropriate way for your moment.

On the [Bundesamt für Migration und Flüchtlinge](#) site, you can find the schools and courses in your region that are financed by the BAMF.

Listed below are some schools in the city and surroundings that you can look into:

- [Volkshochschule Wolfsburg;](#)
- [GB Línguas Sprachschule;](#)
- [Berlitz Sprachschule Wolfsburg;](#)
- [BiCortex Languages;](#)
- [Bildungsvereinigung ARBEIT und LEBEN Niedersachsen Ost gGmbH;](#)
- [Inlingua Braunschweig;](#)
- [Oskar Kämmer Schule;](#)
- [Sprachschule Braunschweig](#)

It is worth noting that not all schools offer BAMF-funded courses.


There are also options for private teachers. Below are contacts of some professionals who have already worked with the Aquarela Frauengruppe:

- Annette Schmücker a.m.schmuecker@arcor.de
- Débora Fernandes Cardoso deborafcardoso@gmail.com
- Michael Böhme v. Pupka m.boehme-vp@gmx.de
- Noemi Wilke Adolph noebratche@gmail.com
- Silvia Marques Pichol silvia.pichol@gmail.com

Garbage separation

Recycling waste in Germany is a law; waste disposal is regulated nationwide, and there are fines for those who do not dispose of their trash correctly.

As a result, dealing with waste is a daily exercise, and frequently, even people who have lived in Germany for many years have questions about it. In daily life, it is common to have to separate at least four types of waste:

1. organic and biodegradable, which are usually disposed of in a brown, or green garbage container;
2. recyclables such as plastic packaging, TetraPak, light metals and items with the green symbol.  that are destined for the yellow container or bag (Gelber Sack)
3. paper, which is usually disposed of in a blue garbage container; and
4. non-recyclables (Restmüll), which is usually disposed of in a gray or black container.

See below list of permitted vs. non-permitted items in each garbage container for further details.

So it's worth knowing that the municipality provides an annual calendar with the collection dates for each type of waste on [its site](#).

Some pointers

• **Pfand**

The term Pfand means to deposit in German. It works like a deposit. When you buy a beverage (that has Pfand), you pay extra for the bottle, whether it is made of glass or plastic, they have different values. At the market, you can exchange the bottles for some money, at specific machines or in some small markets at the check out.

Keep the bottles that have Pfand stored in your house and create the habit of taking them to the market. There you will find a machine to return them. After inserting all your bottles into this machine, you will receive a ticket with the total amount to be redeemed. You can use this amount to "deduct" the value of your purchase at the store check out. To know which packaging is returnable, check if it says "*Mehrwegflasche*" and contains this symbol on the label.



Pfand symbol
Source: Canva's image repository

Bottle Types	In German	Refund € (Pfand)
Reusable glass beer bottle (all sizes)	<i>Mehrweg-Bierflasche aus Glas (alle Größen)</i>	8 Cent
Reusable Clip-lock beer bottle	<i>Mehrweg-Bierflasche mit Bügelverschluss</i>	15 Cent
Reusable mineral water bottle (glass or PET)	<i>Mehrweg-Mineralwasserflasche (Glas oder PET)</i>	15 Cent
Returnable bottles for juice or soft drinks	<i>Mehrwegflaschen für Saft oder Softdrinks</i>	15 Cent
Some 1.0 liter wine bottles	<i>manche 1,0-Liter-Weinflaschen</i>	2 oder 3 Cent
All disposable bottles and cans	<i>alle Einwegflaschen und -dosen</i>	25 Cent

Source: <https://www.mehrweg.org/einkaufen/pfand/>



Important!

Several types of bottles do not have Pfand, and they must be disposed of in the glass containers, along with the other types of glass (detailed below).

- **Glass container or glass disposal container**

There are several glass disposal containers around the city. You can search for the nearest one at Wolfsbuger Abfallwirtschaft und Straßenreinigung (WAZ)'s [website](#), by entering the region you live in in the field "Bitte Stadtteil eingeben". You can use this container for disposal, for example, of tomato sauce packaging, wine bottles, condiment bottles, jelly bottles, jams, etc.

The glass should be thrown away according to the glass color. You will always find three containers for glass disposal in white, brown, and green colors. In packages with unique colors, such as red or blue glass, the discard always occurs in the same container of the green glass.

There is also a time regulation for this glass disposal so that it will not disturb the neighbors with the noise. Always be aware of this: it is only allowed to discard glass on **working days, from 7 am to 8 pm.**

- **Batteries**

In general, at the entrance of supermarkets and construction materials stores, there are boxes for disposal of batteries.

More information at Was-Wolfsburg.de.



Source: Canva's image repository



Source: Canva's image repository

List of allowed vs. not allowed

		NOT ALLOWED
<p>NON-RECYCLABLE RESTMÜLL</p> 	<ul style="list-style-type: none"> - Ashes (cold) - Vacuum cleaner bag - Trash from sweeping the floor - Small objects that no longer have a function, worn out - Paper and sanitary towels, as well as diapers and sanitary napkins - Dirty paper - Scraps of wallpaper - Erasers - Porcelain - Ceramics - Fabric and leather - Lighter - Pencil, Pen - Incandescent Bulb (non-economic) - Diapers 	<ul style="list-style-type: none"> - Biodegradable Garbage - Old paper/cardboard - Packaging of industrialized products - Toxic substance - Electronic waste - Tile, brick, tile
<p>BIODEGRADABLE GARBAGE BIOABFALL</p> 	<ul style="list-style-type: none"> - Vegetables and fruit - Food scraps (hard, vegetable only) - Coffee grounds and filter - Vegetable and tea filter waste - Eggshells and citrus fruits - Paper towels (small amounts only) - Flowers, leaves, roots - Grass and twigs, logs (without soil) - Plant remains and untreated wood 	<ul style="list-style-type: none"> - Meat, fish - Bone, spine - Plastic bag - Glass, metal - Tissue paper
<p>PAPEL ALTPAPIER</p> 	<ul style="list-style-type: none"> - Paper and cardboard - Cardboard boxes - Newspapers/magazines - Packaging made of paper and cardboard 	<ul style="list-style-type: none"> - Toilet paper and hygiene articles - Dirty papers - Wallpaper
<p>YELLOW TRASH BAG GELBER SACK</p> 	<ul style="list-style-type: none"> - Packaging, for example: - Styrofoam tray (fruit and vegetable packaging) - Shampoo bottle - Plastic sheets, aluminum foil - Snack bags - Canned food - Beverage bottles (no return - Pfand) - Spray can (empty) - TetraPak® packaging 	<ul style="list-style-type: none"> - Glass and paper packaging - Packaging with content - Non-recyclable waste - Biodegradable waste - Toxic substance
<p>GLASS ALTGLASS</p> 	<ul style="list-style-type: none"> - Glass packaging: - Beverage bottles and canning jars <p>Separated into:</p> <ul style="list-style-type: none"> - Clear, green and brown glass <p>Other glass colors belong to the green glass container (e.g. blue glass)</p>	<ul style="list-style-type: none"> - Window glass - Car glass - Mirror - Ceramic - Incandescent and fluorescent light bulb
<p>TOXIC WASTE PROBLEMBFALL</p> 	<ul style="list-style-type: none"> - Old paint and glaze - Energy-saving light bulb - Fluorescent bulb - Laboratory and household chemicals - Old medicine - Batteries - Car battery - Wood varnish - Insecticide/Pesticide - Spray can still with contents - Oil-soiled equipment - Condenser 	<ul style="list-style-type: none"> - Electronic Waste - Non-recyclable waste - Bulk waste - Asbestos - Fibers (generally used for thermal insulation)
<p>ELECTRONICS ELEKTRONISCHROTT</p> 	<p>Mobile collection point (only for people, not for companies):</p> <ul style="list-style-type: none"> - only electronic equipment up to 50 cm long, including lamp and light fixture (remove the lamp), as well as vacuum cleaner <p>Wolfsburg disposal center (Entsorgungszentrum Wolfsburg):</p> <p>All large household electronic equipment, from coffee machine to washing machine</p> <p>Bulky electronic waste (collection by appointment)</p> <p>Large household appliances, computers, monitors, compact hi-fi equipment from 50 cm in length</p>	<ul style="list-style-type: none"> - Monitor - Computer
<p>CLOTHING AND SHOES ALLTEXTILIEN</p> 	<p>Clothing and shoes in good condition:</p> <ul style="list-style-type: none"> - Women's, men's, children's clothing - Leather and animal skin clothing - Shoes (put pairs together) - Bed and table clothes - Towel, dishcloth, floorcloth - Underwear and socks - Belt and bag - Pillow, comforter 	<ul style="list-style-type: none"> - Torn and dirty clothes and shoes - Rubber boots and ski shoes
<p>FURNITURE SPERMÜLL</p> 	<ul style="list-style-type: none"> - Ladder, Floor Stand - Shutter, Venetian blind - Baby carriage, car seat and baby seat - Pet Carrier - Suitcase, Basket - Platform, mattress - Parasol (small) - Surfboard - Terrarium - Tennis table - Tent (small) 	<ul style="list-style-type: none"> - Garbage in bags and boxes - Paper, glass, and old clothes - comforter, cage, wallpaper, lamp, light fixtures - Remnants of construction material: tile, stone, brick, cement - Objects that have been fixed to the house: bathtub, wooden board, ceiling and wall panels - Box, window, plate glass, boiler, plywood, wall building plates, awning, oil tank, rain water container, steel fibre, toilet, door, sink - Construction equipment and machinery, fences, palisade

Source: https://www.was-wolfsburg.de/pdf/kleines_abfall_abc.pdf

Insurance

Germany is known by many as the country of insurance. Here we list some of them. It is relevant, however, to note that before signing a contract, it is crucial to be aware that the values depend on what is included in the policy and can vary a lot. Therefore, get quotes and ask all your questions before hiring your insurance.

Privatehaftpflichtversicherung (Civil liability insurance)

The insurance of civil liability is popularly called "clumsy insurance." It covers a loss caused by you (or a family member - if included in the policy) to a person or an entity, so it is highly recommended to have one. Here are some examples of coverage under this type of policy:

- You go to dinner at a friend's house and knock over a glass of wine on his Persian rug;
- You are riding your scooter, and suddenly you bump into an old lady. She falls, breaks her hip, becomes bedridden and dependent on care;
- Your son bumps into a shelf in a store and breaks several crockery sets.

There are various types of third party liability insurance (e.g. business, for property owners, professional and car insurance).

Privatehaftpflichtversicherung does not cover damage caused during work. Therefore, you must have liability insurance if you are **self-employed** or work as a **freelancer** in Germany. However, if you are an employee of a company, this insurance is not necessary.

Rechtsschutzversicherung (Legal protection insurance)

The legal protection insurance covers your legal costs if you sue someone or if you are sued. This insurance will not cover any damages you may have to pay if you lose a case. It only covers lawyer's fees and court costs.

Hausratversicherung (Household Insurance)

This insurance covers damaged **furniture in your house** caused by external factors: fire, water damage, flood, theft. In general, it covers furniture, appliances, and computers. Some policies can even include the theft of bicycles outside the home.

This insurance does not cover damage caused by the residents, natural wear and tear, or manufacturing defects.

Kfz-Versicherung (car insurance) - mandatory

Automobile insurance is compulsory for all cars in Germany. It is divided into three categories:

- **Haftpflicht:** covers only damage to vehicles or property of third parties;
- **Teilkasko:** covers, in addition to the damage to third parties, some extra damage such as glass breakage, theft, natural phenomena, damage to cables caused by rodents or hit by wild animals, etc.;
- **Vollkasko:** it covers damage to vehicles or property of others, damage to your car, and damage caused by acts of vandalism.



Source: Canva's image repository

Shopping

Curiosities about markets

In some markets, you need a coin (50 cents or 1 Euro) to release the shopping cart. As you return the cart to the appropriate spot, you can get your coin back.

Markets do not offer free bags. You can either bring your own or buy them at the cashier when you pay for your purchases. The cheapest versions usually cost 10 cents.



Important!

Except for **convenience stores in some gas stations** and some kiosks, there is **no open commerce on Sundays**. Plan to buy everything you will need by Saturday.

Second-hand purchases

Buying and selling second-hand goods in Germany is very common. *Flohmärkte* (flea markets) are frequently organized around the cities. These fairs can also have sales of specific products such as children's items.

A divulgação é feita, normalmente, através de cartazes espalhados pela cidade ou em redes sociais.

Advertising is usually done through posters around town or on social networks.

Another widely used way to buy and sell second-hand goods is the website (or app) [eBay \(https://kleinanzeigen.de/\)](https://kleinanzeigen.de/), where you can buy from small items up to cars and houses. There are even many ads with items that are being donated, which are marked with the term “*zu verschenken*”. It's worth keeping an eye out for!

Payment methods

Not all establishments accept payment in EC-Karte or Karte (debit or credit card). If you do not have cash in your wallet, it is always a good idea to ask if it is possible to pay with a card beforehand.

There are several alternatives for online purchases for those without a credit card: PayPal, AmazonPay, Klarna, GiroPay, PayDirekt, and Sofortüberweisung, among others.

Where to Buy Products from Other Cultures

When you move to Germany, your taste buds may miss the flavors of your home country. So below there is a short list of stores and websites that sell international culinary items:

• On-line

- [Guto's Pão de Queijo](#) (frozen cheese bread Brazilian style)
Instagram: @lindy_pao_de_queijo
- [Ponto Brasil & Latino](#): Latin products
- [Vícios Brasileiros](#): Brazilian products
- [Brazuskas](#): Brazilian frozen snacks and sweets, with deliveries to all Germany.
- [Amazon.de](#): you can find practically everything on Amazon, including imported products from various parts of the world. The prices, however, can vary a lot. Research before buying

• Turkish, African and Asian shops

Turkish and Asian markets also tend to have many products that appeal to the foreigner's palate. Frequently, there are similar products such as black beans, cassava, tapioca powder (in German, called Tapioca Stärke), cornmeal, cream cheese, custard cream, etc. Sometimes the items come actually from the country of origin.

There are plenty of these markets around the city. Some of them are at the following addresses:

- [Asia Lebensmittel-Shop](#) — Kleiststraße 3A, 38440 Wolfsburg;
- Bamboo — Kaufhofpassage 8, 38440 Wolfsburg Tel.: +49 (0) 5361 3869338;

- [Wolf Markt](#) — Poststraße 40, 38440 Wolfsburg Tel.: +49 (0) 5361 2752367;
- Istanbul Supermarkt — Rothenfelder Str. 3, 38440 Wolfsburg Tel.: +49 (0) 5361 2727966;
- Euro Bazar — Seilerstraße 12, 38440 Wolfsburg Tel.: +49 (0) 1763 1135613;
- Market Klass Wolfsburg — Schlesierweg 24, 38440 Wolfsburg Tel.: +49 (0) 5361 385156.



Source: Canva's image repository

Post – Deutsche Post/DHL

Germans are still used to using everything on paper and sending letters through the post office. Always check your mailbox at home as you will receive some important correspondence.

This service is high-speed and efficient. You can find branches and their opening hours by visiting the [Deutsche Post website](#).

If you are not at home, when the post-service delivers a package to you, it is common to leave it with a neighbor. However, the opposite can also happen: the delivery person may ask if you accept to receive a package for your neighbor. In this case, receiving is not obligatory! It is up to you to decide whether you want to do this courtesy or not.

If not delivered, the package will be waiting to be picked up at the nearest post office. In either case, the delivery man will leave a notification in your mailbox with directions.



Important!

When you pick up your package at an agency, don't forget to bring a document with a photo and your address. They might check it.

If it is your preference, you can create a profile [on this website](#) and predefine what you would like to do with your packages when you are not at home. (leave it with a particular neighbor, in the garage/yard/gateway, take it to the agency, etc.). Thus, this will become the standard.

There are other courier (package delivery) services in Germany. The biggest ones are DHL, Hermes, DPD, and UPS. They all work likewise as described above.

Benefits for families with children

The German government, to encourage the increase of the young and working population in the country, offers benefits to families with children. Below, some of them are listed.

Please note that Caritas Wolfsburg offers free advice on applying for these benefits. If you would like support in filling in the forms or if you have any questions, please contact:

Caritasverband Wolfsburg e.V.
Migrationsberatung
Antonius-Holling-Weg 8 und 10
38440 Wolfsburg
migration@caritas-wolfsburg.de
Tel.: 05361- 89009-15

Mutterschutz

Maternity license for employed women, lasting six weeks before and eight weeks after childbirth. During this period, the woman has the right to receive her full salary.

Therefore, informing your employer as soon as possible about the probable delivery date is advisable.

Elternzeit

Parental license for legal guardians who are gainfully employed. This benefit is entitled to:

- People who reside in the same household as the baby;
- who is responsible for the baby's care;
- exercises a paid activity for less than 30 hours per week during the license.

The total duration of the Elternzeit can be up to 36 months, which does not need to be consecutive. This period can be divided into different models until the child is eight.

However, the paid period (in which the parents receive the money) does not have the same duration! That can be a maximum of 12 to 14 months (depending on whether only one or both parents take the license), and can only be taken until the child is three years old.

Elterngeld

The parents receive this remuneration after the birth of the baby.

If only one parent takes the license, they receive it for 12 months. However, if both parents share the Elterngeld months, they can divide the period in different ways totaling 14 months when added together.



Important!

It is not necessary to be employed to receive Elterngeld.

The amount received is calculated according to the salary 12 months before the baby's birth. To calculate the value to be received, access the site <https://familienportal.de/familienportal/rechner-antraege/elterngeldrechner/elterngeldrechner>.

Those unemployed at the time of the baby's birth receive 300 Euros/month. For multiple babies, 300 euros/month per baby is added.

• How to request Elterngeld

To apply, follow the steps below and visit the webpage www.wolfsburg.de/leben/familie/elterngeld-elternzeit for additional information:

- Fill out the [Elterngeld Application Form](#);
- For foreign parents, fill out the form and request the stamp from [Auslanderbehörde - responsible for your visa](#);
- Attach the *Bescheinigung des Arbeitgebers* (declaration of the employer, in case of employment).

- Attach the original German birth certificate - a specific copy for the *Elterngeld* application received at the registry of the child's birth;
- *Bescheinigung from the Krankenversicherung (health insurance)* proving the non-payment of maternity pension;
- Copy of the European ID or passport + *Aufenthaltstitel* (residence permit) of the parent.

It's advisable to go in person to the address below and ask the clerk to check if any corrections can be made before the documents are delivered

Geschäftsbereich Jugend
 (City Hall D – Youth Department)
 Pestalozziallee 1A
 Térreo – Sala 3
 38440 Wolfsburg

Kindergeld

Financial support offered to all parents with children under the age of 18. The allowance also applies to unemployed children between the ages of 21 and 25. The monthly amount received, from 2023, is 250 euros per child.

Applying for Kindergeld is simple, and most of the forms are available in English at [Kindergeld.org](https://www.kindergeld.org).

To apply, please complete the following documents:

1. *Haushaltsbescheinigung*: you should preferably complete this form in the mother's name. The mother's Steuer-ID number must be written on the top left-hand side. If the mother is not in Germany, the form should be filled out with the father's data. After completing the form, you must request a stamp from the city office where you registered your residence. You must send the original completed and stamped form.
2. *Arbeitgeberbescheinigung* (declaration issued by the employer stating that the parent of the child works in the company) or a copy of the work contract;
3. Copy of the children's birth certificate with a certified translation;
4. Copy of the children's passport;

5. Completed *Antrag Kindergeld* form;
6. Completed *Anlage Kind* form (one for each child);
7. Completed *Anlage Ausland* form.

The documents should be sent by post to the address below. Another option is to deposit the envelope with the documents in the *Familienkasse* mailbox in front of the *Agentur für Arbeit* building in Wolfsburg, located at Porschestraße 2, 38440 Wolfsburg.

Familienkasse Niedersachsen-Bremen

Magdeburger Tor 18

38350 Helmstedt

Tel.:0800 4555530



Source: Canva's image repository

Job Market

Agentur für Arbeit (Federal Employment Agency)

For people who are already in Germany and are looking for a job, the first place to search is the Agentur für Arbeit. In the past, it was known as the Arbeitsamt. This institution supports people looking for a job, and they often offer coach training, competency tests, and help with the motivation letter.



Important!

The *Agentur für Arbeit* usually asks for a minimum level of German B1 (intermediate) as a prerequisite for offering job search assistance.

To find the Agentur für Arbeit in your region, use the following search terms:

Arbeitsagentur +
state or *Landkreis* where you are registered

For example:

Agentur für Arbeit Berlin
Agentur für Arbeit München
Agentur für Arbeit Hamburg

Remember that the Agentur für Arbeit is a support institution for the job search, not an agency that will find a job for you. Instead, they will help you overcome the labor market's obstacles. Don't expect them to look for vacancies; they will even suggest some options, but the intention is for the one looking for the job to be proactive and look for jobs using the tools and consulting offered.

So they use the famous phrase "Hilfe zur Selbsthilfe," which means "help the person to help themselves"(equivalent to the saying "don't give the person a fish, but teach him how to fish").

Many people are reluctant to contact the Agentur für Arbeit because of myths and frustrated expectations reported by others. Therefore, it is worthwhile to register as an Arbeitsuchend (person looking for a job) and have your own experience.

The Agentur für Arbeit has a platform known as Jobbörse, with jobs all over Germany. German companies make extensive use of online job platforms to fill their vacancies.



Source: Canva's image repository

Job search sites

Some of these platforms are:

- [Step Stone](#): it is one of the largest sites for job search;
 - [Monster](#): this platform, in addition to job openings, also has valuable information on the subject *Bewerbung*;
 - [Jobware](#): German platform, focused on specialists and management level positions;
 - [Your Firm](#): website that focuses on vacancies in small and medium-sized companies. Large companies and temporary employment agencies are not listed;
 - [meinestadt.de](#): It has a specific diversity in the search function - you can search by area/department, company, and even workload;
 - [StudentJob](#): Specializes in young academics and professionals. It offers positions in Germany and abroad. If you're looking for a part time job or a job during the holidays, look for Nebenjob and Ferienjob.
 - [WeAreDevelopers](#): Focuses on software developers;
 - [GermanTechJobs.de](#): an employment platform that focuses on specialists in the field of IT (information technology) and software specialists;
 - [Jobstairs.de](#): much more than just a job search platform, it has some beneficial functions on the topic of Bewerbung and career;
 - [Unicum.de](#): focuses on vacancies for school students, universities, and young professionals;
 - [stellenanzeigen.de](#): small but a well-structured platform;
 - [NebenJob.de](#): as the name says, it is a portal for those who are looking for nebenjobs, mini-jobs or work during school vacations;
- [Indeed](#): one of the top 3 job search platforms

Fonte: [Karrierebibel.de](#)

Places that support women in finding a job

Some places support, in particular, women interested in returning to the job market. Below there is a list of some of them and their respective contact persons.

Frauenzentrum Frauen (T)räume

Ansprechpartner/in: Petra Döring
Straße: Braunschweiger Straße 15
Ort: 38518 Giffhorn
Telefon: +49 (0) 5371 14360
E-mail: info@frauenzentrum-gf.de
Website: www.frauenzentrum-gf.de

Braunschweig Lokales Bündnis für Familie Braunschweig

Ansprechpartner/in: Melanie Tiffert
Straße: Am Fallersleber Tore 3-4
Ort: 38100 Braunschweig
Telefon: +49 (0) 5313 896998
E-mail: lbff-bs@online.de
Website: www.lokales-buendnis-fuer-familie-bs.de

Braunschweig Beratungs- und Koordinierungsstelle Frau und Beruf

Ansprechpartner/in: Dietlinde Tartler
Straße: Heydenstraße 2
Ort: 38100 Braunschweig
Telefon: +49 (0) 5312 412324
Fax: +49 (0) 5312 412313
E-mail: dietlinde.tartler@vhs-braunschweig.de
Website: www.frau-beruf.de

VHS Braunschweig

Koordinierungsstelle Frau und Beruf
Ansprechpartner/in: Songuel Wojcikiewicz
Straße: Heydenstraße 2
Ort: 38100 Braunschweig
Telefon: +49 (0) 5312 412315
Fax: +49 (0) 5312 412313
E-mail: songuel.wojcikiewicz@vhs-braunschweig.de
Website: www.vhs-braunschweig.de

Transportation


Você vai encontrar aqui na cidade de Wolfsburg diversos meios de transporte. Listamos abaixo os principais deles:

Bicycles/Bikes

The bicycle is a trendy means of transportation because there are routes throughout the city that make it easy for cyclists to drive safely. The [on-line bicycle](#) city map shows all the traffic signs, i.e., traffic lights, crosswalks, and islands/center corners. You can also see bicycle and sidewalk facilities, bicycle parking lots, as well as dealerships or repair shops, and of course, various leisure routes. Attention - Bicycles must respect the traffic rules and be in good driving condition, with bicycle Bell, working brakes and lights, if driving at night.

Bus

The company responsible for the bus fleet is WVG (Wolfsburger Verhkersbetriebe), with a fleet of 100 vehicles divided into 22 lines throughout the city. You can buy tickets on the bus, at WVG stores, *Fahrkartenautomaten* and regional kiosks.

- 
- Children between the ages of 6 and 14 have a reduced fare.
 - Children under six years of age do not pay if accompanied by a responsible adult.
 - Children who use the bus to get to school don't have to pay for public transport (ask the school office about getting a pass).

You can find the *Fahrpläne* (route) of each line via the [website](#). You can also consult the ways via mobile application (VRB-Fahrplan-App), which you can download in [Android](#) or [iOS](#).

It is also possible to make a more accurate search (with your route, which line you need to commute, the time of each bus, and the fare) by accessing the WVG [website](#).

Finally, it is worth saying that the standard ticket is generally valid for some time (about 90 minutes from the time you validate it inside the bus).

Train

It is possible to go by train from Wolfsburg to many places in Germany. Tickets can be purchased at the train station, at the Deutsche Bahn ticket office (DB-Reisezentren), or from the *Fahrkartenautomaten* (ticket vending machines). There is also the possibility of purchasing online at [Bahn.de](https://www.bahn.de).

The city's central station is called *Hauptbahnhof* (Hbf) and is located at the following address: Willy-Brandt-Platz 3, 38440. There is also another station located in the Fallersleben neighborhood at the address: Am Bahnhof 35 38442. You can plan your route with the Deutsche Bahn directions on the [Deutsche Bahn](https://www.deutschebahn.com).

E-Scooter

Another popular way to get around the city is by scooter. You will find several on the streets, where people usually park them after use. To ride a scooter, have the company app on your cell phone and register yourself. You are typically charged an amount for each minute used. One of the leading scooter companies is [Lime](https://www.lime.com). Through the app, you can locate the available ones.



Source: Canva's image repository



Source: Canva's image repository

Leisure options in the region

Wolfsburg

- **AutoStadt:** Automobile Museum, pavilions of the Volkswagen group's automakers, leisure centre, gastronomy and activities for children. www.autostadt.de
- **Allerpark:** Park and lake beach. www.wolfsburg-erleben.de/allerpark
- **Badeland:** Water Park. www.badeland-wolfsburg.de
- **B'moovd Sportsbar & Bowling:** Bowling alley, party room. www.bmoovd.de/
- **Cinemaxx:** Cinema. www.cinemaxx.de/wolfsburg/kinoprogramm
- **Delphin-Palast:** Cinema. www.delphin-palast.de/
- **EisArena:** Ice rink (hockey and skating). www.wolfsburg.de/eisarena
- **Figurentheater:** Puppet theatre. www.wolfsburger-figurentheater.de
- **Freibäder:** Page with information about the city's public swimming pools. www.wolfsburg.de/sport/badespass
- **Hallenbad:** Culture centre. www.hallenbad.de/
- **Hoffmann-von-Fallersleben-Museum im M2K:** History museum and German national anthem www.wolfsburg.de/kultur/museen/hoffmann-von-fallersleben-museum
- **Metropol Filmtheater:** Cinema. www.metropol-fallersleben.de/
- **Monkeyman:** Arboriculture. www.monkeyman.eu
- **Planetarium:** Planetarium. www.planetarium-wolfsburg.de
- **Phaeno:** Science Museum for young people and adults. www.phaeno.de
- **Wake Park:** Water ski centre, beach club with sun terrace, bar and restaurant. www.wake-park.de
- **Wasserpark Hehlingen:** Water Park. www.wasserpark-hehlingen.de/

Braunschweig

- **Aloha Sport Club:** Sports activities (football, squash, paintball and climbing). www.alohasport.de/
- **Botanischer Garten:** Botanical Garden. www.tu-braunschweig.de/ifp/garten
- **Bowling Strike 24:** Bowling alley, party room. www.strike24-bs.com/kinder-fun

- **Floss Station:** Boat trips on the river Oker. www.floss-station.de/
- **Jump XL Braunschweig:** Indoor playground (trampolines).
www.jump-xl.com/de/braunschweig
- **Kinderstadtplan:** Braunschweig city page with events for children.
www.braunschweig.de/leben/freizeit_sport/jugendangebote
- **Kino:** Braunschweig city page with cinemas.
www.braunschweig.de/kultur/veranstaltungen/kinos.php
- **Naturhistorisches Museum:** Natural History Museum.
www.3landesmuseen-braunschweig.de/staatliches-naturhistorisches-museum
- **Prinz-Albrecht-Park:** Park.
www.braunschweig.de/leben/im_gruenen/gruenanlagen/PrinzPark.php
- **Schwimmbäder:** Page with information about the city's public swimming pools.
www.stadtbad-bs.de/
- **Staatstheater:** Municipal theatre. www.staatstheater-braunschweig.de/
- **Zoo:** Zoo www.zoo-bs.de/

Gifhorn

- **Allerwelle:** Swimming pools. www.allerwelle.de/
- **Bernsteinsee:** Lake beach. www.bernsteinsee.de/
- **Mühlenmuseum Gifhorn:** Museum of replica mills.
www.muehlen-museum-gifhorn.de/
- **Takka Tukka Land:** Indoor playground. www.gifhorn.takka-tukka.com/
- **Tankumsee:** Lake beach. www.tankumsee.de/

Other options in the surrounding

- **Bergwerk Rammelsberg:** Museum of mines and excavations. www.rammelsberg.de/
- **Bergtheater Thale:** Theatre.
www.bodetal.de/bodetalurlaub/veranstaltungen/harzerbergtheater/
- **Burg und Festung Regenstein:** Park for walking through the gardens of an old castle with its ruins. www.blankenburg-tourismus.de/de/burg-festung-regenstein.html
- **ErsePark Uetze:** Amusement Park with rides and toys. www.ersepark.com
- **Filmpalast Wolfenbüttel:** Cinema. www.filmpalast-wf.de/

- **Heide Park Soltau:** Amusement Park. www.heide-park.de/
- **Indianermuseum:** Museum of Indian history. www.indianermuseum.jimdo.com/
- **Märchenpark:** Fairytale theme park. www.maerchenpark-duftgarten.de
- **Märchenwald:** Fairytale theme park. www.maerchenwald-harz.de/
- **Miniaturenpark:** Miniature Park. www.buerger-und-miniaturenpark-wr.de/de/
- **Museum Wolfenbüttel:** Museum. www.museumwolfenbuettel.de/
- **Otterzentrum Hankensbüttel:** Natural Park with otters.
www.otterzentrum.de/otter-zentrum
- **Schlangenfarm Schladen:** Natural park with different species of snakes.
www.schlangenfarm-schladen.de/
- **Tier Park Essehof:** Small zoo, barbecue and picnic area.
www.tierpark-essehof.de/
- **Schokoladenmuseum Peine:** Museum and chocolate shop with various options.
www.rausch.de/campaign/index/emotionId/102
- **Sea Life Hannover:** Aquarium. www.visitsealife.com/hannover/
- **Serengeti Park:** Amusement Park, safari and hotel. www.serengeti-park.de/
- **Wassersportzentrum Salzgittersee:** Park and lake beach.
www.salzgitter.de/sport/sport/salzgittersee/salzgittersee.php
- **Westernstadt Pullman City:** Old West theme park. www.westernstadt-im-harz.de/
- **Wandern mit Kindern:** Information about hiking with children.
www.harzinfo.de/erlebnisse/wandern/wandern-mit-kindern.html
- **Rodeln Torfhaus:** Ski resort and sledging. www.torfhauslifte.de/Startseite/
- **Tropfsteinhöhle:** Museum and cave tour.
www.hoehlen-erlebnis-zentrum.de/
- **Zoo Magdeburg:** Zoo. www.zoo-magdeburg.de
- **Zoo Hannover:** Zoo. www.zoo-hannover.de/

List of useful words

We have organized below a list of useful German words for people who are immigrating. All terms have been arranged in alphabetical order.

Absage: negative answer

Agentur für Arbeit: employment office

Altglas: glass waste

Altpapier: paper waste

Alttextilien: Old textiles

Anmeldung: registration

Arbeitgeberbescheinigung (= Bescheinigung des Arbeitgebers): Application issued by the employer, stating that the person is working for the company

Arbeitsuchend: person looking for a job

Ausbildung: Professional education

Aufenthaltstitel: Name of the document that entitles the person to a permanent residence permit in Germany

Ausländerbehörde: Responsible office for issuing a residence permit in Germany

Bescheinigung des Arbeitgebers: Declaration of the employer

Betreuungsanfrage: Request for care/support

Bioabfall: Biowaste

Bundesländer: federal states

EC-Karte: debit card

Elektronikschrott: electronics

Elterngeld: remuneration received by parents after the birth of their child

Elternzeit: parental license for legal guardians who are gainfully employed

Erste Hilfe Kurs: first aid course

Evangelische Kirche: Protestant Lutheran Church

Fahrkartenautomaten: ticket vending machines

Fahrschule: driving school

Fachhochschule or Hochschule: Higher education institution

Finanzamt: tax authorities

Flohmarkt: flea market

Führerschein: driver's license

Führerscheinstelle: responsible authorities for the driver's license

Gelber Sack: yellow bag

Gesetzliche Krankenversicherung (GKV): state insurance

Glascontainer: container for disposing of glass

Grundschule: equivalent to what would be elementary school (final years) and high school in Brazil

Hausarzt: family doctor or general practitioner

Hausratversicherung: Home contents insurance or household insurance

(Das) Hilfetelefon: helpline for women in emergency situations

Identifikationsnummer or Steuer-ID: tax identification number

Integrationskurs: Integration course offered by the Ministerie für Migration and Refugees (BAMF)

Kfz-Versicherung: Mandatory automobile insurance

Kindergarten: School for children from 3 years old

Kindergeld: financial support offered to all parents with children under the age of 18. The allowance also applies to unemployed children between the ages of 21 and 25.

Kirchensteuer: Church tax

Kita (short for Kindertagesstätte): Krippe + Kindergarten

Krankenversicherung: health insurance

Krippe: School for children under 3 years old

Mehrwegflasche: Returnable bottle

Meldebehörde: registration office

Meldebescheinigung: certificate of registration

Mutterschutz: Maternity leave for employed women

Pfand: bottle deposit/deposit

Postleitzahl - PLZ: postal address code (ZIP code)

Private Haftpflichtversicherung: private liability insurance, popularly called clumsy insurance

Private Krankenversicherung (PKV): private health insurance

Problemabfall: toxic waste

Rechtsschutzversicherung: legal protection insurance

Restmüll: non-recyclable waste

Rezeptfrei: free of prescription

Rundfunkbeitrag: radio and TV tax

Sehtest für Führerschein: eye examination for driver's license

Solidaritätszuschlag: solidarity tax for east Germany

Sozialabgaben: social security contributions

Sozialversicherungsnummer: social security number

Spermüll: bulky waste (e.g. furniture)

Steuerklasse: income tax class

Tagesmutter: person qualified to care for a small group of children between the ages of 1 and 3

Umschreibung: process of transferring a document

Universität: university

Zimmer: rooms (word used for living room and bedrooms)

Zusage: Confirmation

Zusatzkrankenversicherung: supplementary insurance

Final remarks

We recommend reading the guidebook **Willkommen in Deutschland – Informationen für Zuwanderinnen und Zuwanderer** produced by the [Bundesamt für Migration und Flüchtlinge](#).

If you have any questions, updates, or suggestions, don't hesitate to get in touch with us through the channels below:

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 +49 1575 361 7234
 info@aquarelafrauengruppe.org



We want to emphasize the importance of joining and making donations to continue this voluntary work that supports and welcomes newly arrived families in our region. To enter, become a volunteer, or make a donation, please visit [AquarelaFrauenGruppe.org](#).



This Welcome Book was developed by Aquarela Frauengruppe e.V.

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Vereinsregister VR 202008

(Amtsgericht Braunschweig)

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