

Willkommensbroschüre
für Neuzugewanderte
im Saalekreis

Welcome guide for newly arrived migrants in the Saalekreis area

Guide d'accueil
pour les nouveaux immigrés
au district Saalekreis

كتيب تَرْجِيبي بالمعتربين الجدد في دائرة
زاله كرايس

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1

Arrived in Saalekreis - first steps

1.1 Registration Office

You are legally obliged to register your new place of residence at the Registration Office within two weeks after moving in. Thereby you will get a registration confirmation which you will need for other public authorities to prove your address. The registration is for free, although you might have to pay a fine if the registration period is exceeded. Please bring with you following documents for registration:

- registration form (completed and signed)
- identity card or passport for identification as well as for change of address
- a written confirmation by your landlord that you have moved in
(Wohnungsgeberbestätigung/ Einzugsbestätigung)

There is no need to deregister your residence when moving to another place within Germany. Only if you move abroad you will need to deregister your residence in Germany at the Registration Office.

Address

Registration Office
Burgstraße 1
06217 Merseburg

Postal address

1661, 06206 Merseburg

Contact

Phone: 03461 445 -0, -514, -515, -522
Fax: 03461 445 643
einwohnermeldewesen@merseburg.de

Opening hours

Monday:	9.00 am - 12.00 pm
Tuesday:	9.00 am - 12.00 pm and 2.00 pm - 6.00 pm
Wednesday:	closed
Thursday:	9.00 am - 12.00 pm and 2.00 pm - 4.00 pm
Friday:	9.00 am - 12.00 pm

1.2 Foreigners' Registration Office

The Foreigners' Registration Office is the competent authority for immigrants when it comes to queries such as residence permits and passports.

The Foreigners' Registration Office is responsible for taking decisions on:

- residence permit status (visa, residence permit, EU Blue Card, settlement permit, permanent EC residence)
- temporary residence permit for asylum seekers (for the time of the asylum request)
- tolerated status i.e. a temporary suspension of deportation of foreigners who are obliged to leave the country
- deportation of people illegally residing in Germany
- residence restrictions for migrants
- work permits
- passport substitute documents for foreigners
- decisions within the context of the freedom of movement of EU-citizens and their family members

In the district of Saalekreis the Foreigners' Registration Office can be found at the following address:

Address

Foreigners' Registration Office
Kloster 5
06217 Merseburg

Contact

Phone: 03461 401221
Fax: 03461 401203
Mail: auslaenderbehoerde@saalekreis.de

Opening hours

Tuesday: 9.00 am - 12.00 pm and
1.00 pm - 6.00 pm

Thursday: 9.00 am - 12.00 pm and
1.00 pm - 3.00 pm



2

Help and advice

In case there are any questions or problems arising, you will receive help at various Migration Advice Centers run by organizations like the „Paritätische“, „Caritas“ or „Internationaler Bund“. At these information centers you will be provided individual advice and support by a migration consultant. Together, you will find out which necessary steps need to be taken for you to settle in quickly in Germany and what kind of support you need exactly. Furthermore, he/she will give advice on any questions concerning your integration process, will accompany you to public authorities if necessary and will place you into appropriate integration services/offers. Migration Advice Centers can be found in every administrative district and independent town in Saxony-Anhalt.



Migration Advice Center for migrants living in Saalekreis (LAG)

Der PARITÄTISCHE Sachsen-Anhalt e.V.

Sixtistraße 16a, 06217 Merseburg

Phone / Fax: (03461) 200989

Mails:

Mr. Haitham Tawil: htawil@paritaet-lsa.de

Ms. Gudrun Süß: gsuess@paritaet-lsa.de

Ms. Annett Sluka: asluka@paritaet-lsa.de

Website: www.migration-paritaet-lsa.de

The advice centers according to the so called „Landesaufnahmegesetz“ (LAG) address all immigrants, regardless of their citizenship and residence status.

Migration Advisory Service for adult immigrants (MBE)

Caritas Halle e.V. Regionalverband

Dammstraße 8, 06217 Merseburg

Phone: (03461) 249611

Fax: (03461) 249614

Mail: migranten.sk@caritas-halle.de

Website: www.caritas-halle.de

The initial counseling offices („Migrationserstberatung“) are aimed at newly arrived adult immigrants with a residence permit.

Youth Migration Service (JMD)

Internationaler Bund

Markt 1, 06217 Merseburg

Phone: (0345) 8046017

Fax: (0345) 1317715

Mail: JMD-Halle@internationaler-bund.de

Website: www.internationaler-bund.de

The Youth Migration Services address minors and young adults up to an age of 27 years with a residence permit.

3

Social welfare

3.1 Asylum seekers and tolerated persons

Migrants registered as asylum seekers or tolerated persons are granted government support in Germany. The benefits according to The Asylum Seekers' Benefits Act (Asylbewerberleistungsgesetz) include money for alimentation, accommodation, heating, clothing etc. Furthermore, you receive an allowance to meet your personal needs of daily life. Parents can also claim benefits for their children's school trips, school materials and meals at kindergarten or school. In Saalekreis you will get these benefits generally in cash. Please find out at the competent authority whether you fulfill the necessary requirements to receive these benefits. Here is where the benefits can be applied for in Saalekreis:



Social Welfare Office
Domstraße 4
06217 Merseburg
Phone: 03461/ 401351 (secretariat)
Fax: 03461/ 401352
Mail: sozialamt@saalekreis.de



3.2 Unaccompanied refugee minors

The Youth Welfare Office is responsible for unaccompanied minors who come to Germany without an adult having parental authority. These children and youths are taken into custody and accommodated in a children's and young people's home or in any other form of supervised living. There they receive meals, clothing and pocket money.

With the help of an interpreter, minors who arrive in Saalekreis are asked about their age, origin and relatives by the Youth Welfare Office. These interviews aim at finding their relatives in Germany if present and to re-unite the family members eventually. If there are no relatives to be found, an official guardian will take care of the child's further development and provide help that is needed. Contact details: see chapter „Youth Welfare Office“

3.3 Job Center Saalekreis (Eigenbetrieb für Arbeit)

If you do not draw any benefits according to The Asylum Seekers' Benefits Act, it is possible to apply under certain conditions and if needed for basic security benefits (for job seekers) at the Job Center Saalekreis.

- These benefits include financial support for
 - subsistence
 - accommodation
 - health insurance
 - education
- Also the Job Center makes an effort to bring its clients into work or training. This service includes:
 - career counseling and measures for labor market integration
 - job and training placement

The overall objective is that you are able to make a living on your own in the future.



The authority is to be found at the following address:

Job Center Saalekreis
Geusaer Str. 81e
06217 Merseburg
Phone: 03461/ 244 -0, -100, -101
Fax: 03461/ 244 102
Website: www.efa-sk.de

3.4 The Federal Employment Agency (Agentur für Arbeit)

As a migrant with a residence permit, you can apply for your work permit at the Federal Employment Agency. If you are employed in a job subject to social insurance contributions and you then become unemployed, you might be entitled under certain circumstances to unemployment benefits 1, which here can be applied for.

Also you will be given advice on your career and will be supported by a case manager while looking for an apprenticeship or a new job. If you are interested in continuing vocational training or plan on starting your own business, you should consult a case manager at the Federal Employment Agency.

This authority is in charge of plenty of other benefits and services that you should find out more about directly on site:

Federal Employment Agency
Geusaer Str. 81e
06217 Merseburg
Phone: 0800/ 4555500



The Department for Child and Family Services (Familienkasse) is in charge of paying out child benefit (Kindergeld) and child benefit supplement (Kinderzuschlag), which can be applied for. You will find the competent authority at the following address:

Familienkasse Halle (Saale)
Schopenhauerstr. 2, 06114 Halle (Saale)
Phone: 0800/ 455 55 30 (child benefit and child benefit supplement)
Phone: 0800/ 4 5555 33 (dates of payment)
Mail: familienkasse-halle@arbeitsagentur.de



For further information on child benefit and child benefit supplement please go to:
www.familienkasse-info.de/ or <http://www.kindergeld.org/familienkassen/sachsen-anhalt/halle.html>



4

Habitation

4.1 Social housing and housing benefit

Most of the cities in the Saalekreis area offer low-cost and government-funded accommodations, so called social housing. To rent these accommodations you have to be in possession of a certificate of eligibility (Wohnberechtigungsschein). People on low income, which does not exceed a certain limit, are entitled for such a permit. In Saalekreis you can apply for an eligibility certificate here:



Building Regulation Office
Domplatz 9, 06217 Merseburg
Phone: 03461/ 401431
Fax: 03461/ 401449
Mail: bauaufsicht@saalekreis.de

Please note that even if you have an eligibility certificate, you are not automatically entitled to get such a social housing. It is the landlord who has the final say. Also pay close attention to the duration of validity of your eligibility certificate.

Additionally, there is a possibility to apply for housing support, which is money given to you to subsidize rents. If you live in Merseburg, consult the competent housing authority for this. Whereas the inhabitants of other cities of the Saalekreis district can apply for housing support at the Social Welfare Office (Sozialamt). In case you are getting any assistance paid by the state that includes living-expense subsidies, you are not entitled to receive any housing support or the certificate of eligibility. The responsible housing authority and further information can be found here:



Housing Benefit (Merseburg city)
Markt 1, 06217 Merseburg
Phone: 03461/ 445 516
Fax: 03461/ 445 615
Mail: wohngeld@merseburg.de

4.2 House hunting and housing agencies

There are many ways to look for an adequate accommodation. The most popular certainly are the search on the internet on websites like e.g. www.immonet.de or getting in touch with a housing agency directly, asking which accommodations are available at the moment. Alternatively, you can have a closer look at advertisements placed by the owners in local newspapers.

A list with contact details of local housing agencies is maintained by the Merseburg University (Hochschule Merseburg) at the following internet address:

<https://www.hs-merseburg.de/leben/wohnen/wohnungsgenossenschaften-und-gesellschaften/>

In case you need help with the apartment search, a Migration Advice Center can give you a hand.

Please note: A tenancy agreement will be drafted after you have chosen an accommodation and the landlord has approved it as well. This is a very important document that you should read carefully before you sign it. Details as basic rent, incidental costs, deposit fees and verbal agreements are written down in this paper. You also should pay close attention to details referring to waste separation, waste disposal and house rules.

In case you need help in checking the rental contract, you can approach a Migration Advice Center.



5

Health

5.1 In case of illness

In case of illness but also during pregnancy and birth, every person that lives in Germany has a right to medical care. If you feel sick, you should see a (family) doctor, taking your health insurance card with you.

He/she will then refer you to a specialist if it is indicated. In case of emergency, please go immediately to Carl-von-Basedow-Klinikum or call the emergency doctor. Mostly there are multilingual doctors working in hospitals as well, otherwise an interpreter will be ordered by an employee.

You will find information on the hospital on the internet <http://klinikum-saalekreis.de/> or directly on site:



Merseburg

Weiße Mauer 52
06217 Merseburg
Phone: 03461/ 27 0
Fax: 03461/ 27 10 02
Mail: info@klinikum-saalekreis.de
Emergency room
Phone: 03461/ 27 30 24

Querfurt

Vor dem Nebraer Tor 11
06268 Querfurt
Phone: 03477/ 7 10
Fax: 034771/ 7 11 02
Mail: info@klinikum-saalekreis.de
Emergency room
Phone: 034771/ 7 11 11

Please note: It can get quite difficult to talk about health issues in a foreign language. If you like to get in contact with a doctor who speaks your mother language, you should visit this internet address for this purpose: <http://arztsuche.kvs.de/arztsuche>

Also you will find lots of valuable information on health insurance translated in 10 languages at the following address: <https://www.laverbraucherportal.de/versicherung/krankenversicherung/international#>

5.2 Entitlement

Asylum seekers and tolerated persons have to get a ticket for treatment (Behandlungsschein) from the Social Welfare Office before they can visit a doctor. In case of emergency and acute pain, you can contact the doctor without getting any ticket for treatment. The doctor will then contact the Social Welfare Office himself.

For foreigners without any legal residence permit it is often difficult to get access to medical care even though they are entitled to it as well. In Saxony-Anhalt committed medical students are running and coordinating a network of doctors who are willing to provide medical treatment to people without papers anonymously and free of charge.

More information you will find here: <http://medinetz-magdeburg.de/>

5.3 Pregnancy and childbirth

Pregnant women receive prenatal care by gynecologists and midwives during their pregnancy and after giving birth. The costs of pregnancy are covered by compulsory health insurance.

Women facing a pregnancy conflict and hence considering an abortion have to contact an employee of a pregnancy counseling close to them within 12 weeks of conception. The costs of an abortion on medical grounds or on grounds relating to crime are covered by the health insurance.

AwO pregnancy counseling

Neumarkt 5
06217 Merseburg
Phone: 03461/ 210717
Mail: sb-mer@awo-halle-merseburg.de
Website: www.awo-halle-merseburg.de

Opening hours

Monday: 1.00 pm - 4.00 pm
Tuesday: 8.00 am - 12.00 pm and
 1.00 pm - 6.00 pm
Wednesday: closed
Thursday: 8.00 am - 12.00 pm and
 1.00 pm - 6.00 pm
Friday: 8.00 am - 12.00 pm



You can also get support relating to pregnancy from the responsible Public Health Department (Gesundheitsamt), Migration Advice Centers, care facilities, charitable associations and by the churches.

5.4 Psychosocial helpdesk and therapy

At the psychosocial centers for migrants you are offered psychological counseling and therapy, psychosocial groups as well as social counseling anonymously and free of charge. Your cultural background and your individual language needs are taken into account here.

Children, youths and families find a ready welcome at these centers. You will find the responsible psychosocial center for migrants at the following internet address <http://www.psz-sachsen-anhalt.de/> or receive further information at the Public Health Department of your administrative district.



Saalekreis - Health Department

Oberaltenburg 4b
06217 Merseburg
Phone: 03461/ 401701
Fax: 03461/ 401702
Mail: gesundheitsamt@saalekreis.de

Psychosocial Center Halle (Saale)

Charlottenstr. 7
06108 Halle (Saale)
Phone: 0345/ 21 25 768
Fax: 0345/ 20 36 91 37
Mail: kontakt@psz-sachsen-anhalt.de
Registration by phone:
Tuesday and Wednesday 10.00 am - 12.00 pm



6

Language learning

6.1 Language courses for adults

6.1.1 Integration courses

To attend an integration course, you require a certificate of eligibility that is either issued by the Federal Office for Migration and Refugees or the Foreigners' Registration Office. Here you also will receive an updated list of course providers in the Saalekreis area.

The integration course generally comprises two parts, a language course consisting of 600 to 900 lessons and an orientation class consisting of 60 lessons. In the language course you will learn how to communicate orally and in written form in German in everyday situations. After passing the final exam, you will achieve a competence of German at level B1. In the orientation class you will get a first impression on how life in Germany is and also get valuable information on the legal system, the culture and the younger history. By successfully attending an integration course, you can improve your chances on the labour market and also apply for a permanent residence permit in Germany.

In general, integration courses are financially supported by the government. In case you show financial need, the costs of the course will be fully or at least largely covered by the Federal Office for Migration and Refugees. For more information please visit: www.bamf.de



In Saalekreis district an integration course is offered by the Adult Education Center (Kreisvolkshochschule) and the German Employee Academy (Deutsche Angestellten-Akademie). You will receive further information on courses and help with the application process at the Migration Advice Centers or by contacting the course providers.



Adult Education Center Kreisvolkshochschule Saalekreis

Am Saalehang 1
06217 Merseburg
Phone: 03461/ 2590880
Mail: kvhs@saalekreis
Website: www.kvhs-saalekreis.de

Helpdesk for German as a foreign language

Contact person: Dr. Karin Reichert
Phone: 03461/ 2590881
Mail: karin.reichert@saalekreis.de

Consulting hours:

Monday 1.00 pm - 4.00 pm
Wednesday 9.00 am- 12.00 pm and
by arrangement

Please bring with you:

- passport or identity card including your residence status
- benefit receipt
- confirmation that you receive unemployment benefit, housing benefit etc.
- eligibility certificate

German Employee Academy Deutsche Angestellten- Akademie Merseburg

Geusaer Straße 81f
06217 Merseburg
Phone: 03461/ 249712
Fax: 03461/ 249745
Mail: info.merseburg@daa.de
Website: www.daa-merseburg.de

Contact person: Sandra Holler
Mail: sandra.holler@daa.de
Monday - Friday: 08.00 am - 3.00 pm

6.1.2 Other options of language learning

You can also learn German in language courses for beginners, projects and initiatives provided by educational institutions and associations. Most often it will be necessary to pay for the lessons yourself, however, the courses offered can also be free of charge. An overview on the language courses in your region as well as information on what their focus is laid on can be found here: <http://www.saalekreis.de/de/sprachkurse-fuer-asylbewerber.html>

PEM GmbH and FAW gGmbH offer migrants, who have recently arrived in the Saalekreis area, free language courses that are considered to be low-threshold. PEM GmbH even provides language courses for women only. The admission requirements are eased.

Pem GmbH

Weißfelsener Str. 46 b-c
06217 Merseburg
Phone: 03461/ 823100
Website: www.pem-gmbh.de

FAW gGmbH

Dammstraße 1
06217 Merseburg
Phone: 03461/ 309530
Fax: 03461/ 309551
Website: www.faw.de



6.1.3 Business German

Finding a job and succeeding in it requires a good knowledge of German language. For that reason there are special language courses where you can learn German related to your job.

The Federal Office for Migration and Refugees offers people with a migration background free language courses that are called „German for the job“. These courses combine German lessons, vocational qualification and the possibility to become more familiar with a particular job through an internship. For details on participation conditions, content and program, please visit the homepage of BAMF:

<http://www.bamf.de/DE/Willkommen/DeutschLernen/DeutschBeruf/deutschberuf-node.html>

Apart from courses supported by BAMF, there are also many other German language courses related to one's profession. For these you will often need to pay a participation fee however. It is always worth comparing the content of the language courses in question because they may vary widely. So you always should select the course that is best suited to your individual needs.

6.2 Language learning for children and youths

To prepare young migrants from the age of 6 up to the age of 16 for joint lessons with German pupils, so called „welcome classes“ i.e. language development classes, where German as a foreign language is being taught, were launched in some schools. There is also the possibility to get your native language recognized as a foreign language.

Furthermore, the Federal Office for Migration and Refugees offers vocational language teaching for young people who plan on starting an apprenticeship.

7

Education

7.1 Children

7.1.1 Child care and early childhood education

Every child is entitled to child care and early childhood education in Germany.

For this purpose children under the age of three attend nurseries or private child minders, from the age of three (until the age of six) they can attend the kindergarten. At preschool age children are looked after up to 7,5 hours per day i.e. full-time. Children attending primary school are free to go to the after school center and take advantage of homework support. There they will be supervised up to 4 hours a day.

A place in a day care center will be charged. Depending on your family income, this parental contribution can be fully or at least partially be paid by the Youth Welfare Office. To get consulting and to register your child with a communal childcare facility, please approach the department responsible for the day care centers in the Youth Welfare Office in Saalekreis. Of course, children can also be registered with a day care center of an independent provider. In this case the registration takes place at the chosen institution.

You will find an updated list with all local day care centers on this website: <http://www.saalekreis.de/de/kinderbetreuung-kindertagesstaetten-horte.html>

or directly here



Youth Welfare Office
Kloster 4, 06217 Merseburg
Phone: 03461/ 40 15 06
Mail: jugendamt@saalekreis.de

7.1.2 School enrolment

- School registration

If you reside in the administrative district of Saalekreis, you have to register your child for school here.

Every child that turns six years old before 30th June of the respective year has to be enrolled in the elementary school located in his/her school district before the school year starts. For the enrolment the signature of both parents is needed. If you are a single parent, you have to submit the custody declaration. Even if you choose to enrol your child at a private school, you still have to register him/her with an elementary school of your school district first.

After your child has finished elementary school in the 4th grade, you will have to decide with the help of the teacher on the course of his/her future education. Thereby you can choose between three different kinds of school: „Hauptschule“, „Sekundarschule“ and „Gymnasium“. Another type of school is „Gesamtschule“, an integrated comprehensive school, which comprises all three educational programmes in one school type and thus enrols students of all ability levels.

Attending a state school is free of charge.

- Preschool medical examination for child migrants

Normally, children in preschool age have to undergo a health check-up before being enrolled in school, which allows them to take part in regular school lessons.

In order for child migrants to attend school and to learn German as soon as possible, the Ministry of Education and Cultural Affairs has decided that in their particular case the preschool health check can be replaced by the initial medical examination that takes place at the initial reception centres for refugees to exclude any infectious diseases.

The health certificate or any other written confirmation issued should be submitted to the school before enrolment.

7.1.3 Youth Welfare Office

You can contact the responsible Youth Welfare Office with any question concerning the upbringing and the advancement of children and teenagers. Here you will find counseling and support with any difficulty such as disputes on maintenance for the child, child custody and right of access regulation.

The Youth Welfare Office is also responsible for any question concerning institutional daycare, educational assistance, foster children, adoption and many other issues concerning your children.

Also you can apply for parental benefit (Elterngeld) and parental leave (Elternzeit) here.



The responsible Youth Welfare Office
you will find here

Youth Welfare Office
Kloster 4, 06217 Merseburg
Phone: 03461/ 40 15 06
Mail: jugendamt@saalekreis.de

Besides the Youth Welfare Office, there are also counseling centers run by „Caritas“ and „Paritätische“ that will give you advice on all questions concerning your family and the upbringing of your children. The consultation is free and anonymous.

7.2 Youths and adults

7.2.1 Apprenticeship

After graduating from „Hauptschule“ or „Realschule“, you can take up training in crafts, industry, commerce/trade or administration. You will receive an overview of different training opportunities by contacting a job counselor at the Federal Employment Agency. Also you can make use of an internship to get a better impression of a particular job.

If you hold a medium level qualification, you can attend a vocational school type that is based on „Realschule“. That allows you to achieve a subject-linked higher education entrance qualification (Fachhochschulreife) by attending a technical secondary school (Fachoberschule) or the general higher education entrance qualification (allgemeine Hochschulreife) by attending a secondary school.

Find out more about the conditions of admission at the schools in question.

7.2.2 Academic studies

If you would like to study, you either require the general or subject-specific qualification for university entrance in Germany.

The general higher education entrance qualification, which allows you to apply to all programs at universities or (subject-specific) colleges, can be acquired after passing the final exams in grade 12 at grammar school

or comprehensive school. Whereas, the subject-specific university entrance qualification allows students to take up their studies at universities in the subjects denoted in their leaving certificates as well as at universities of applied sciences.

If you do not hold a university entrance qualification, there are still other possibilities to enter university studies. Under certain circumstances your qualification for admission to university can be assessed in a preparatory college and thus the access to university can be obtained.

You will most likely get detailed information on the range of courses, the course of study as well as the admission conditions in the Department of Academic Affairs, in the Study Advice Centre and the Academic International Office of your university.

Please note: As a pupil or student you can apply for training grants according to the Federal Education and Trainings Assistance Act (Bafög) in order to finance your studies. For this, please contact the responsible Office for Educational Support (Amt für Ausbildungsförderung) that is often integrated into the student services (Studentenwerk). For more information please go directly to www.bafög.de

Another possibility is to apply for an educational loan (Bildungskredit) at the Federal Administrative Office in Köln. This education loan is a temporary limited soft loan that provides financial support for pupils and students at the end of their courses. (The educational loan has to be repaid.) More detailed information on educational loans you can find here: <http://www.bafög.de/bildungskredit-110.php>

7.2.3 Recognition of foreign qualifications

The question whether or not your qualification has to be recognized in order for you to pursue your profession in Germany or to bear your professional title highly depends on whether it is a regulated profession or not.

If it is a regulated profession like e.g. doctor, nurse, lawyer, teacher, educator or engineer, you are not allowed to exercise this profession with your professional qualification being acquired abroad. You will find a database containing all professions that are currently regulated in Germany at www.berufenet.arbeitsagentur.de/berufe

In non-regulated professions a recognition is not a compulsory prerequisite for exercising the profession. It still can be helpful though, for a qualification being recognized as equivalent opens up the access to further training. Not regulated are all professions that are trained in the dual system, the so called „Ausbildungsberufe“. Having one of this professions you can apply for work at the job market straight away. A list listing all occupation that requires training can be found here: www.bibb.de

To find out whether you need a recognition in order to work in your profession, please visit this homepage: www.anerkennung-in-deutschland.de or go to this advice center

Netzwerk Integration durch Qualifizierung (IQ)

SPI GmbH

Zur Saaleaue 51A, 06122 Halle (Saale)

Phone: 0345/ 686948 -23, -21, -15



8

Protection from violence

8.1 Protection from discrimination

Do you feel discriminated against in everyday life? Be it during accommodation search, applications or at your workplace. In this case, please contact the Federal Anti-Discrimination Agency (Antidiskriminierungsstelle), which is working nationwide and is the main contact point for people affected by discrimination.

You can get into contact with that agency via a hotline **03018/555 165** or by an electronic contact formula found on the internet here: www.antidiskriminierungsstelle.de

Employees of the Federal Anti-Discrimination Agency will offer you detailed advice and will be able to put you in touch with local supportive services.

8.2 Protection from racist violence

Are you afraid of right-wing extremist violence or have you already been a victim of xenophobic behavior or everyday racism?

If so, you can contact the network against rightwing extremism anonymously and free, so that you will not have to cope with this problem alone. Here you will find expert consultation and support with any right-wing extremist incidents. The mobile victim advisory centers are to be found in Magdeburg, Halle, Salzwedel and Dessau. If needed, the counselors will come to your place. After a right-wing racist attack, you will get any support needed to claim your legal rights but also counseling concerning your fears and questions.

The employees also can accompany you to the police, doctors and lawyers or support you during any legal proceedings if you want them to.



Regionales Beratungsteam Süd / Miteinander e.V.
Platanenstr. 9, 06114 Halle (Saale)
Phone: 0345/ 5237214
Mail: rbt.rzs@miteinander-ev.de or net.rzs@miteinander-ev.de

8.3 Protection from domestic violence

In case you become a victim of domestic violence, please call the police (**emergency call 110**)!

The police will be able to relegate the violent family member of your flat instantly for up to fourteen days. In the meantime you can contact a social worker to talk about your current situation. There is also a nationwide emergency call number **08000 116016** for women affected by violence. There you will receive free counseling in many languages around the clock.

All counseling centers (for women) and further information can be found here www.integriert-in-sachsen-anhalt.de

9

Migrant organizations

In the district of Saalekreis there are many associations actively working in sectors such as sports, culture, leisure and integration. They have various offers and projects aiming at children and youths as well as adults and elderly people, who are encouraged to actively participate. If you have recently arrived in Saalekreis, you should use the opportunity to join other people and learn more about the social and cultural life in this region.

Especially at the beginning migrant organizations are very important points of contact for migrants. Here you will meet people who speak your native language and who have already experienced immigration to Germany. So it is possible to be given orientation help in the new country here. At the moment there are two active migrant organizations in the Saalekreis area, which you should contact directly to find out more about their offers and running projects. You can take part in organized language courses, go to different cultural events or benefit from homework support. Furthermore, the culture and the language of your home country are perpetuated here.

IVIZ e.V.

Joachim-Quantz-Straße 19
06217 Merseburg
Phone/Fax.: 03461/ 289798
Mail: info@iviz-ev.de
Website: www.iviz-ev.de

Muslimische Gemeinde Merseburg e.V.

Dammstraße 2-4
06217 Merseburg
Mobile: 0176 34168141
Mail: sara.kosuta@web.de



Of course there are also many German associations and organizations that make it perfectly easy for you to establish contact with local population.

You will find all the associations close to you as well as their offers and projects listed at the following internet page: www.saalekreis.de or www.integriert-in-sachsen-anhalt.de/lokal-und-regional/saalekreis/

For all people interested in sports the „Kreissportbund“ (KSB), an umbrella organization of 256 sports clubs situated in the Saalekreis area, has a wide range of sports on offer: www.kreissportbund-saalekreis.de/

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Other matters

10.1 Waste disposal in the district of Saalekreis

In Germany garbage is separated by tenants correctly. Due to this kind of waste disposal, the environmental pollution is reduced and valuable resources are recovered. Hence, reusable materials such as paper, glass etc. are collected separately and then get recycled. The collection of waste is for free and thus results in cost savings for each household.

waste separation



blue bin

for paper and cardboard
newspapers
catalogues
journals
paper bags
old writing books
empty cartons
envelopes etc.



black bin

for residual waste
ashes
sweepings
dust bags
cuttings
candle stumps
wall papers
diapers etc.



brown bin

for organic waste
leaves
shrub cuttings
flower soil
vegetables
lawn cuttings
tea bags
cut flowers etc.



yellow bin

for lightweight packaging
yoghurt pots
margarine tubs
foil
plastic bottles
tins
tubes
screw tops etc.



glass disposal

In residential areas bottle banks, which have a brown, green or white stripe indicating different colors of glass and a slot for throwing it in, are publicly placed.



Glass has to be separated according to its color.

It is also important that you only throw in empty container glass into the bottle bank, for leftovers and fluids can leak, causing bad odors. If you are at a glass waste collection point, pay attention to only throw in following things:

1. drink bottles
2. glass jars, jam jars, cosmetic flacons
3. pharmaceutical glass containers
4. packaging glass

Further information you will find here

<http://www.haushaltstipps.net/tipps/glas-entsorgen-so-wirds-gemacht.html>



In some neighborhood areas collection points for paper and cardboard as well as old textiles such as clothes and shoes are publically placed.

Also each inhabited property is attached to the public waste disposal. For that, the inhabitants use bins located in front of their houses.

Please note: The lids of the waste containers have always to be kept closed to avoid bad odors.

Batteries, energy saving lamps, electric and electronic devices (e.g. TV, radio) and old furniture can be submitted at the opening times in recycling centers of the Saalekreis district e.g. in Beuna, Querfurt and Oppin.

Recycling Center Merseburg

Merseburger Entsorgungsgesellschaft mbH
OT Beuna (Geiseltal)
Großkaynaer Straße 1
06217 Merseburg
Phone: 03461/ 4400

Opening hours

Monday - Friday: 7.30 am - 6.00 pm
Saturday: 9.00 am - 12.00 pm



10.2 Television and radio license fee (Rundfunkbeitrag)

From 1. January 2013 the law says: one apartment - one contribution. The television and radio license fee amounts to 18 € per month. It does not matter how many devices you have or how many people actually live in your flat. Further information on the fee, possible reductions and deliverance you will find at www.rundfunkbeitrag.de.

10.3 Opening a bank account

Since June 2016 every person living in Germany has a right to a bank account, the so called basic account for everyone. Thus, every bank is legally bound to open a current account on credit basis for any customer. Criteria that formerly lead to a disqualification of an applicant like e.g. no permanent place of residence, low or no income, financial difficulties or a „Schufa“ entry do not matter anymore for opening a bank account. By this, the access to a bank account is facilitated for asylum seekers or tolerated persons as well.

Before opening a bank account, please find out more about the conditions of the bank you have chosen such as account administration charges and transfer fees. For opening an account you have to bring an identification card or a passport with you. Minors have to come with adults having parental authority.

You can ask for assistance at a Migration Advice Center, which already might have a good connection to some banks in your town. Further information you will get directly at the banking institution.



Important telephone numbers

police

110

fire brigade/ambulance

112

medical emergency service

116-117



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