



Bundesministerium  
für Bildung  
und Forschung



# KAUSA tips for immigrant parents: Vocational training in Germany

How to help your child get a good start in working life

ENGLISH - ENGLISCH





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# Foreword

What do you want for your children once they have completed their schooling? It is frequently the case that not everyone is familiar with the numerous opportunities that exist after the end of mandatory general education. Good training provides a secure basis for a successful entry to working life. Which pathway will your children take once they have left school? Does it make more sense for them to achieve a higher school leaving qualification, or should they seek to secure a training place straightaway? Perhaps a degree course at a university is the right way to go? At this time of life, young women and men often turn to their family for advice as they prepare to make a decision that will be important for their future.

This brochure is aimed at people who have arrived in Germany as immigrants and sets out the education and training provision that is available in our country. It explains how the German training system works and describes what you can do to help your child to choose an occupation. You will also find information as to where parents can receive guidance and support so as to be able to give even better advice. There are field reports, in which families from different countries relate how they have assisted their children in making the transition from school to employment.

Completing a master craftsman qualification or studying for a higher education degree are two of the ways in which the foundations can be laid for a successful occupational future in Germany. But there are many possible roads that may be taken. Continuing vocational education and training offers opportunities for advancement to all people who have already embarked upon working life.

Parents who obtain information about the topic of training will be able to help their children to identify the route which is right for them. It is our aim that you will be able to offer the correct guidance and that you will take advantage of the various types of provision that have been put in place to support you in this task.

We hope you enjoy reading this brochure and we wish your children every success in their future careers!

Federal Ministry of Education and Research





“ A particular advantage is the fact that dual vocational training is strongly practice-oriented.

Fousiye Maarouf, owner of an advertising agency, knows what she is talking about.

Fousiye Maarouf provides in-company vocational training for the occupation of Office Manager at her advertising agency Hayat Werbeagentur in Berlin.

“I am convinced of the advantages of the dual vocational training system.”

**“In my experience youths need role models and support. Because of this parents also play a major role in connection with education. It is best that they start helping their children as early as possible and not wait until just before they finish school. That is the most important thing. You have to be constantly on top of things and you have to offer help time and time again. That was also how it was with my parents and I am grateful to them that they taught me how important a good school leaving certificate and vocational training are.**

I am convinced of the advantages of the dual vocational training system. Trainees in the dual system have a unique opportunity to couple practical know-how with theoretical knowledge. A particular advantage is the fact that dual vocational training is strongly practice-oriented. Trainees are incorporated into their company for a number of years during their training. As a result they learn all the processes. On top of this there are good chances that the company providing the training hires you when your training is over.”

#### Advantages that dual vocational training offers young people

- Large selection of occupations
- Trainees earn money while undergoing training
- Recognised vocational qualification
- Good prospects on the job market

# Dual vocational training at a glance

To help get you started here are a few key terms and important information regarding dual vocational training.

## Training contract

Training contracts regulate the rights and obligations of the trainee and the enterprise providing the in-company vocational training. Both the trainee and the company sign a training contract. This agreement stipulates the amount of the training allowance to be paid, the duration of the training and the examinations that must be sat.

## Examinations

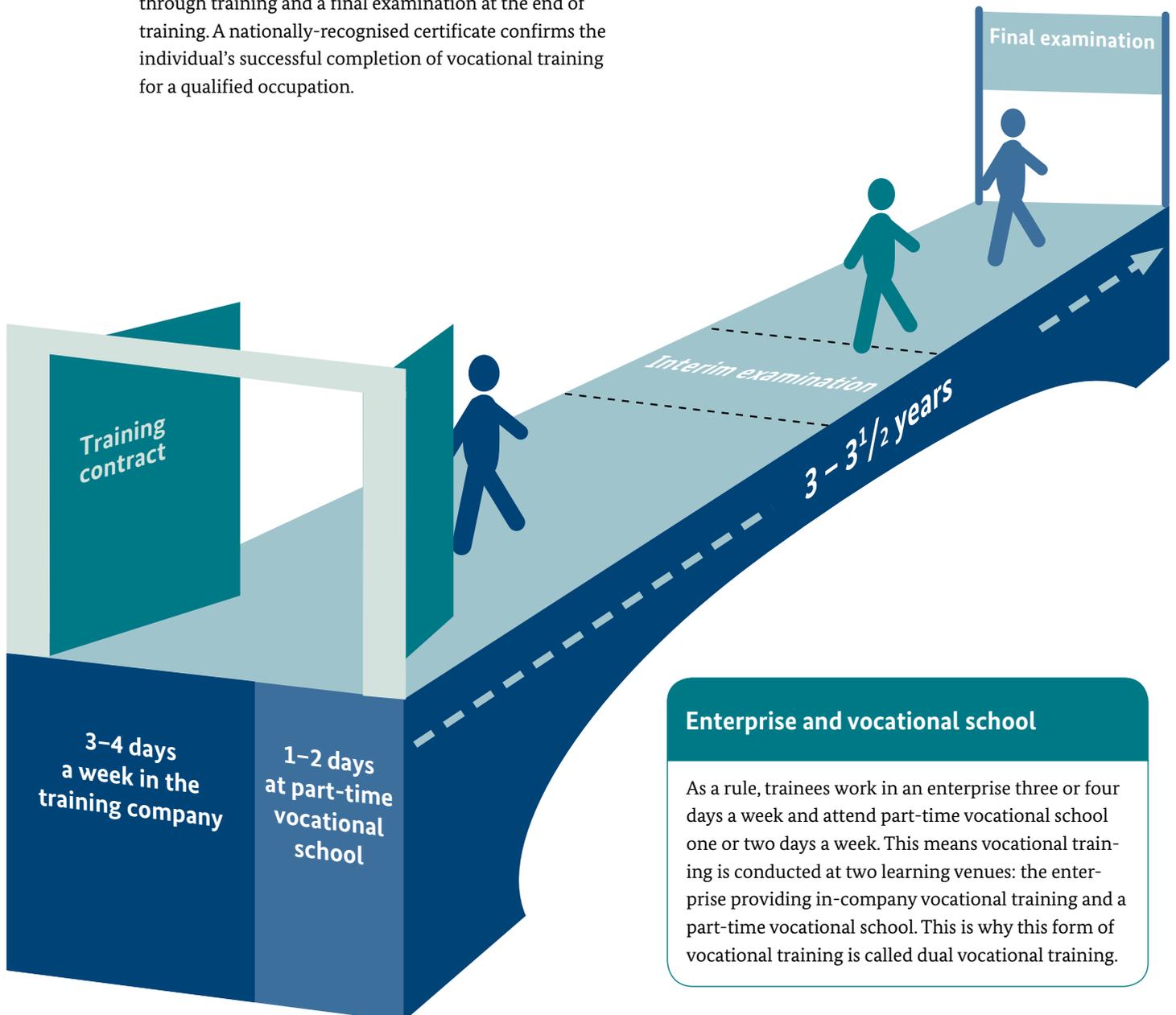
Trainees must sit two examinations during their training: an interim exam conducted approximately midway through training and a final examination at the end of training. A nationally-recognised certificate confirms the individual's successful completion of vocational training for a qualified occupation.

## Duration of the training

Dual vocational training usually lasts between three and three-and-a-half years. The duration can be shortened when the trainee has had prior vocational or school-based training or when the trainee's performance during vocational training is above average.

## Part-time vocational training

The option of undergoing training with a flexible schedule gives young mothers and fathers a chance to do vocational training even when raising a family.



## Enterprise and vocational school

As a rule, trainees work in an enterprise three or four days a week and attend part-time vocational school one or two days a week. This means vocational training is conducted at two learning venues: the enterprise providing in-company vocational training and a part-time vocational school. This is why this form of vocational training is called dual vocational training.



## A successful start to vocational training

**Which occupation is the right one for my child? This is a fascinating and important question that you as a parent should discuss with your child while he or she is still at school, starting as early as the seventh grade.**

Germany's dual vocational training system offers training for some 330 occupations. In addition to this, the school-based vocational training system has a large number of training options to choose from. Things to consider with your child include looking where strengths and interests lie and what talents he or she has. Perhaps your child is good at working with his or her hands or likes to take care of the well-being of others. The answers to these questions will provide some initial pointers regarding areas or occupational fields where you and your child could look for a 'training occupation' (recognised occupation that requires completion of formal vocational training) that would make a good fit.

### What is a prevocational placement?

A prevocational placement for children who are still at school usually lasts two to three weeks. Students visit a company and obtain insights into day-to-day working life to become more acquainted with a sector or even a specific occupation. At most schools prevocational placements are a regular part of the curriculum starting with the eighth grade.

Germany has many sources of information and guidance services in place to help you with the search for the right occupation and finding a training place. The most important points of contact and sources are listed in this section. This variety of paths can lead to success as illustrated by the examples provided by Ioannis Papathanasiou and Valeriya Rengevych.

### How can you help your child choose an occupation?

- Keep an eye on your child's marks. The better the school-leaving certificate, the better your child's chances of securing a training place.
- Attend parent-teacher conferences and parents' evenings where information on the subject of career choice is often provided.
- Discuss the possibilities and opportunities prevocational placements offer for finding the right occupation.
- Accompany your child to information events such as training fairs.

## A prevocational placement is often helpful

**Durmis Özem Palma is a teacher and vocational orientation coordinator at a school in Hamburg. He explains how important prevocational placements are and the role parents play in a child's choice of occupation.**

*You provide students guidance in connection with vocational orientation. What has your experience been with this?*

My experience is that students often don't exactly know what they want to be. There are approximately 330 occupations that can be learned in the dual vocational training system, but unfortunately many students are aware of only a few of them. However, there is a lot you can do to become acquainted with a greater variety of occupations.

*Do prevocational placements play an important role in this?*

Yes they do. Which is why our school, for example, attaches great importance to doing as many prevocational placements as possible. Placements offer a good opportunity to look at the day-to-day work involved in an occupation you are interested in. Our students have a relatively free hand in their choices and don't have to commit themselves. Some of them decide at the end of their placement that the particular occupation isn't the right one after all. This is also part of the vocational orientation. In addition, in many cases a prevocational placement is a foot in the door at a company – maybe with the chance of getting a training place there one day.



*How can parents help their children?*

The most important thing here is that children see that their parents are interested in them. For instance, parents can encourage their children to inform themselves or apply for prevocational placements by asking, "Have you .....?" Parents can also draw attention to different occupational fields within the family or among friends and acquaintances.

*What would your school like to see from parents in the area of vocational orientation?*

We need parents' help because schools can't do it by themselves.

### How can my child find a prevocational placement?

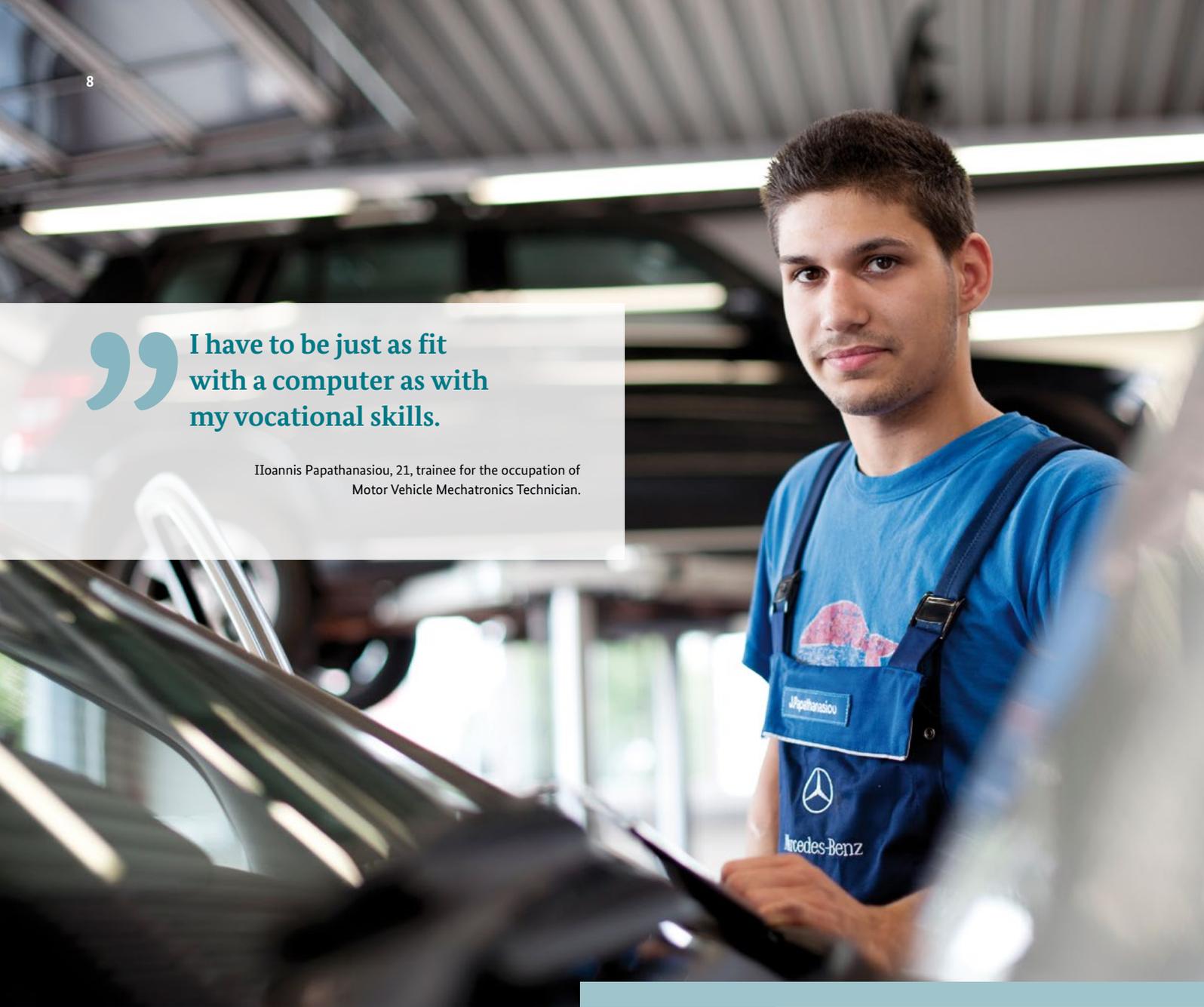
- Talk to your child about which occupations and which firms would come into question for a placement.
- Talk with your child's form teacher specifically about finding a placement.
- Read the advertisements for training place vacancies together with your child.
- Enquire at companies in your area.
- Use your own contacts: Ask relatives, friends and co-workers about which companies offer prevocational placements.

**” Sometimes you notice during a placement that the particular occupation isn't the right one after all – that is also part of the vocational orientation.**

Durmis Özem Palma advises students to take a look at as many occupational fields as possible.

” I have to be just as fit with a computer as with my vocational skills.

Ioannis Papathanasiou, 21, trainee for the occupation of Motor Vehicle Mechatronics Technician.



**Ioannis Papathanasiou – In-company vocational training as a motor vehicle mechatronics technician at Motor Fritsche in Cologne**

## The path to one's dream job

**“School was hard for me. But my parents were always behind me and motivated me not to quit. Looking back, I'm grateful to them for that.**

I always wanted to be a motor vehicle mechatronics technician and did some prevocational placements in different garages while I was still in school. I got a prevocational placement at the company where I am now doing my vocational training through a recommendation from my teacher. I was offered a training contract while I was still doing the placement. One of the workers at the garage noticed right at the start how much I could already do.

The first few days of training were an adjustment for me. I had to get used to getting up early every morning and working until the afternoon. What's nice is that I get paid at the end of the month. What I enjoy most about my work is the tinkering. Of course, training can also be stressful at times – like when there is a lot to do. As for the future, I have plans: I would like to gain certification as a master mechanic sometime later in the future.”

### Magdalini Tsika, Ioannis' mother

**“Ioannis had a lot of problems in school. He’s dyslexic and had to have a lot of private lessons and remedial education. He always dreamed of becoming a motor vehicle mechatronics technician. So while he was at school I made the rounds to all the garages. Then we wrote applications and he went and introduced himself to the garages.**

All in all, it wasn’t easy. I had to knock on a lot of doors to find out what assistance was available and how I could help him. For me, it was clear that we were going to exhaust every possibility so that he could get his dream job. One thing that I noticed is that when parents get involved, they find the right help for their child when looking for a good training place.”

### Introductory training – a special kind of prevocational placement

Youths who have not found a training place and have completed their compulsory education can do introductory training for young people. This training takes the form of an in-company placement. It is offered through the Federal Employment Agency and lasts six to 12 months. Youths taking part in introductory training sign a prevocational placement contract with the respective firm and are paid a monthly placement allowance. Upon finishing the placement, the trainee receives a certificate from the firm and – upon request – a certificate from the relevant chamber regarding the skills he or she has learned. Further information is available at your local Employment Agency. The address can be found at [www.arbeitsagentur.de](http://www.arbeitsagentur.de).

” **I wanted to make it possible for him to work in his dream job.**

Magdalini Tsika is pleased that her son found his way with the help of his family.



## Your local Employment Agency – A helpful address

The local branches of the Federal Employment agency provide assistance with choosing an occupation, furnish information regarding training options and help young people find a training place at no charge.



### Vocational guidance

A meeting between your child and a vocational guidance counsellor at your local Employment Agency helps with career orientation and finding a training place. Appointments can be made by telephone. You can find the address of your local Employment Agency by visiting [www.arbeitsagentur.de](http://www.arbeitsagentur.de) and clicking on 'Partner vor Ort'.

### Visit to the BIZ

You can visit the Job Information Centre ('BIZ') without a prior appointment. These centres offer a wealth of information about various occupations and training pathways. You will also find bilingual information there that can help with choosing an occupation.

### Information on the Internet

- Extensive information on occupational profiles is available at [www.berufenet.arbeitsagentur.de](http://www.berufenet.arbeitsagentur.de) and [www.berufe.tv](http://www.berufe.tv).
- [www.planet-beruf.de](http://www.planet-beruf.de) offers an opportunity to find out more about personal strengths and occupational interests. This website also contains special information for parents, such as brochures and newsletters in different languages.
- A large number of prevocational placements and vacancies for dual vocational training can be found at [www.jobboerse.arbeitsagentur.de](http://www.jobboerse.arbeitsagentur.de).
- School-based training places are listed at [www.kursnet.arbeitsagentur.de](http://www.kursnet.arbeitsagentur.de).

## The Chambers – Important addresses for vocational training matters

Chambers represent the enterprises belonging to a particular occupational field in a region. They have a number of responsibilities in connection with vocational training including registering training contracts, advising training providers and trainees, and conducting examinations.



In addition to the Chamber of Industry and Commerce (see [www.dihk.de/ihk-finder](http://www.dihk.de/ihk-finder)) and the Chamber of Skilled Crafts (see [www.zdh.de/organisationen-des-handwerks/handwerkskammern.html](http://www.zdh.de/organisationen-des-handwerks/handwerkskammern.html)), Germany also has chambers of agriculture, bar councils, law societies and medical councils.

Many chambers offer a training bulletin board on their websites where youths can look for the latest postings on training places and receive advice that could help them with their choice of occupation. These websites often publicise the dates of regional training fairs where companies present themselves and the opportunities they offer for vocational training.

The Chambers of Industry and Commerce also have a joint bulletin board for training places at [www.ihk-lehrstellenboerse.de](http://www.ihk-lehrstellenboerse.de). You can also find a list of skilled occupations at [www.handwerk.de](http://www.handwerk.de).



“ I wasn’t aware that my present occupation even existed.

Valeriya Rengevych found herself the right occupation.

Valeriya Rengevych – In-company vocational training as a specialist in food technology at Lieken Brot- und Backwaren in Lüdersdorf

## A roundabout route to a happy ending

**With the help of the vocational guidance services of the District Craftsmen’s association – an organisation that belongs to the Chamber of Skilled Crafts – Valeriya Rengevych found a training place. Her mother’s active assistance provided Valeriya vital support.**

“I initially wanted to become a chemical lab technician and even looked for a training place in that field, but unfortunately it didn’t work out. I then went to the vocational guidance service at the District Craftsmen’s Association in Schwerin. I went in with very little self-confidence because I had received one rejection after the other. I thought that might also be because I’m Ukrainian and I wanted to make sure that the grammar and language I used in my applications were correct. That’s why I wanted to have someone look through all my applications once more.

The District Craftsmen’s Association recommended that I look at the food technology field. I wasn’t aware that this occupational profile even existed. Then I got informa-

tion about the occupation at the Job Information Centre. When I saw that this occupation also involves chemistry and that lab work is part of the job, I decided to apply to Lieken Brot- und Backwaren. And when I got accepted, I was ecstatic.

My mother supported me and helped me a lot the entire time before and during my training. That was important for me. For example, she drove me to work every day for four weeks in the winter because I couldn’t get there on my bike due to the snow. Or when I had a bad day, she was there to talk to and I could get everything off my chest.”

**Natalya Wilm, Valeriya's mother**

**“I tried to help Valeriya as well as possible when she was looking for a training place. I accompanied her practically everywhere. I was with her several times at trade fairs. We also talked at home about which fields would come into question for her. It was really hard for a while because she was turned down so often. She was frustrated and asked me what she should do. I was just as anxious as she was and was worried about her future. I certainly didn't want her to be unemployed.**

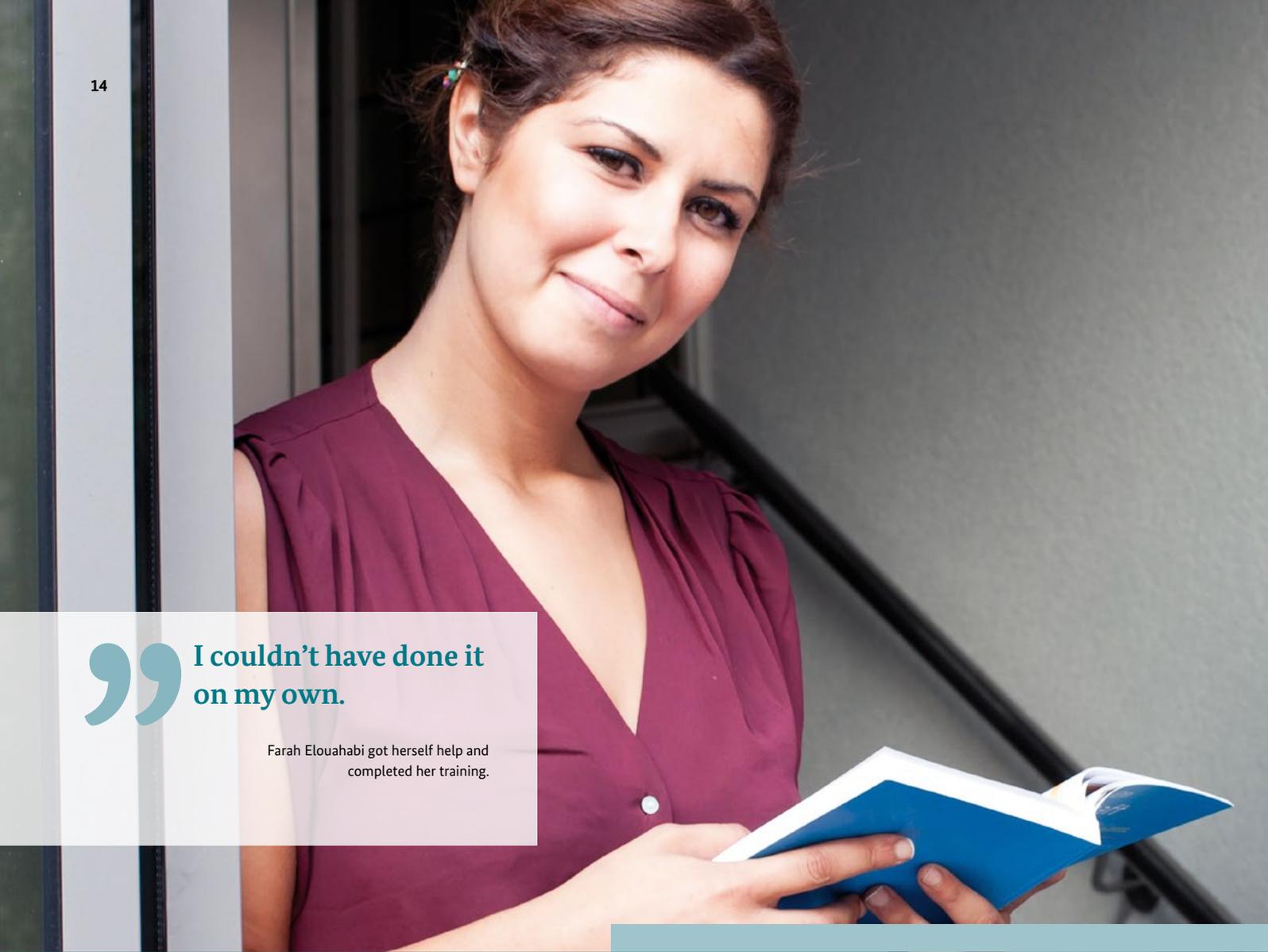
Then I drove with her to the District Craftsmen's Association and was very happy that they had a personal point of contact for her – I knew then that they would do something for my child. And when she got a training place at Lieken we celebrated together and I could have jumped for joy.

I think it's really good that there are a lot of places in Germany where you can get advice. They help you and look for solutions. It's not like that in many other countries. Here, there are so many possibilities for young people, you just have to take the initiative.”



” I was glad that Valeriya found help.

Natalya Wilm was an important source of support to her daughter Valeriya.



” I couldn't have done it on my own.

Farah Elouahabi got herself help and completed her training.

Farah Elouahabi – Freight forwarding and logistics services clerk at Spedition Kunze in Bielefeld

## Assistance during training

**A variety of services, organisations and agencies assist youths and work with them to ensure that they complete their training. Our example tells the story of Farah Elouahabi. At one point, the demands placed on Farah during training became too much for her. This is not a very good feeling, but no reason to give up either, and she got herself help. The results are something to be proud of with good marks for her final certificate and an employment contract following the end of her training.**

“I like my job, even if in this line of business I have to work a lot and occasionally have to do a considerable amount of overtime. At some point during my training, however, I let everything slide a bit. My marks soon reflected this, of course – and I wanted to change this fast. Since I had received Training Assistance right at the start when I was at vocational school, I immediately applied for it at the Employment Agency and that's how I met Mr Schäfer.

The company providing my training liked that I took the initiative. Later they were so satisfied with the results that they advised other trainees to get Training Assistance. All in all I received assistance for a year and a half and got a 'Good' on my final examination. I wouldn't have been able to do this on my own. My company hired me directly after I completed my training because my exams went so well.”

### Klaus Schäfer, Project manager for Training Assistance at AWO Bielefeld workers' welfare organisation

**“The majority of cases are like Farah’s. Trainees come to us because they have deficits in their particular field that affect their training. Either they call us themselves or their parents contact us.**

Unfortunately, a lot of trainees with these problems come to us relatively late – often right before their exams. Yet trainees can make use of some of the services provided under Training Assistance as early as their first year of vocational training.

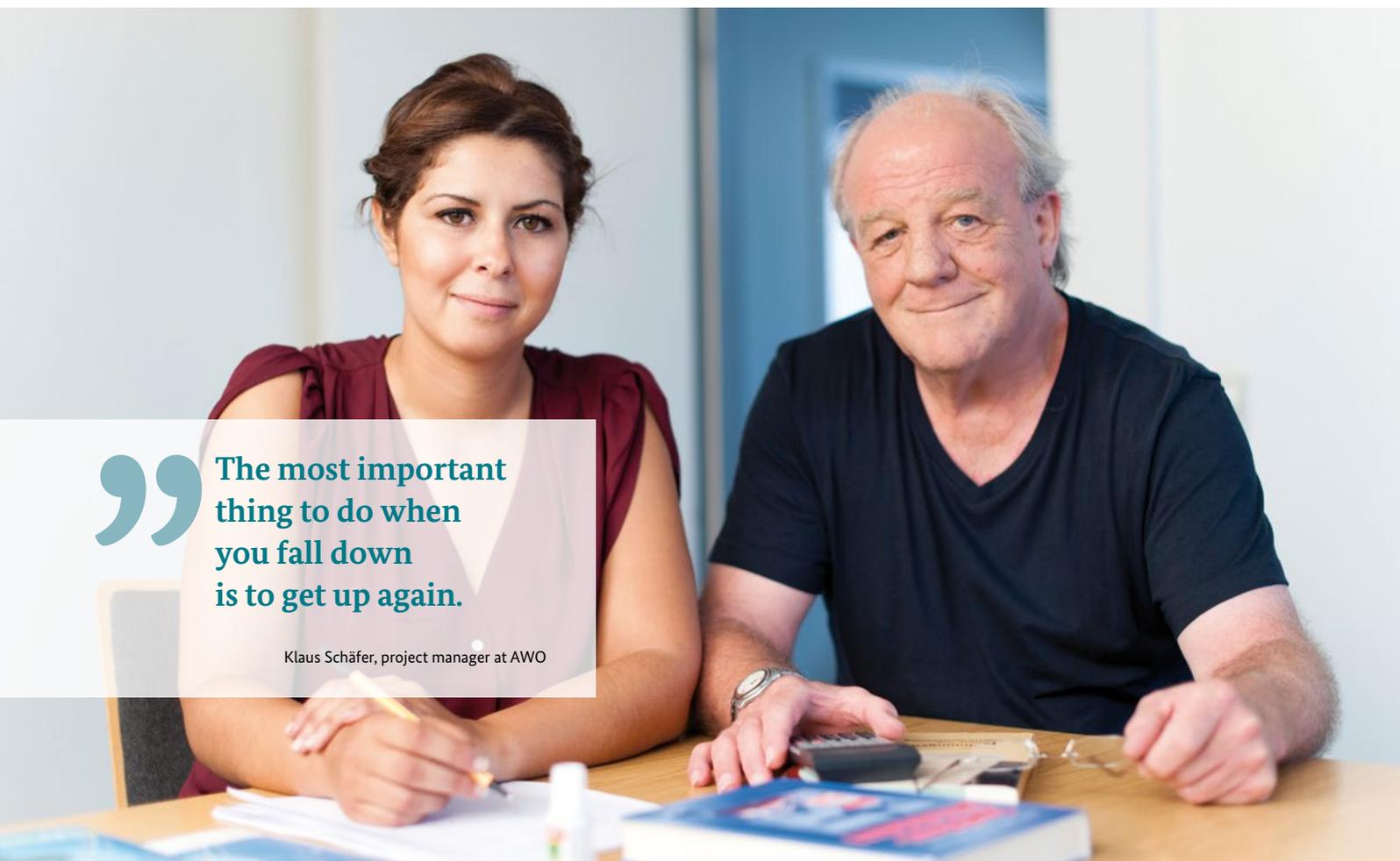
The vast majority of trainees having problems in their field pass their examinations with the help of this assistance. That’s really great. And when kids admit to themselves that they need help, their parents should also help them. This kind of thing can happen. But the most important thing to do when you fall down is to get up again. Assistance can also be given in the case of difficulties with the company providing training or in the event of every-day problems.”

#### Possible points of contact

- The vocational guidance counsellors at the various chambers are important points of contact for all matters involving vocational training. They advise and assist trainees and parents.
- The Federal Employment Agency funds Training Assistance. This assistance takes the form of free, additional instruction outside normal training hours. Trainees can receive this instruction when they have difficulties at school or in their vocational field that could jeopardise the success of their training.
- The VerA (Verhinderung von Ausbildungsabbruch) initiative to prevent youths from discontinuing training provides youths a voluntary mentor to help them with problems or questions when needed. You can find further information about VerA at [www.vera.ses-bonn.de](http://www.vera.ses-bonn.de).

” **The most important thing to do when you fall down is to get up again.**

Klaus Schäfer, project manager at AWO



## Family origin as an opportunity – Scoring points with bilingualism

Children from families that have immigrated to Germany often speak two languages and are at home in two cultures. They can put these skills to use in the working world. Youths who are fluent in more than just the German language should include this in their CV and mention it in interviews. Many companies value multilingualism and intercultural skills because they can be a key to acquiring new customers.

Our example here is Havva Tiryaki, a young woman who marketed her Turkish roots as a bonus when she was looking for a training place. She landed a training place in a Turkish bank because she can speak and write German and Turkish. Her parents are very proud of that.

” And, in fact, I now speak perfect Turkish – that is also my aim: to keep on learning.

Havva Tiryaki, 22, trainee for the occupation of Bank Clerk.

“When I was going to middle school I never had dreams of any particular job. But because of the placements I did while in school, it became clear to me that my dream job had to be something where I have a lot of contact with people. Then when I was looking for a training place, I applied for a lot of different training places. I always pointed out that I grew up speaking two languages, even when no one specifically asked about it.

One day I found a want ad for trainees from Ziraat Bank in Stuttgart on the Internet. That was my chance! Now I’m undergoing training to be a bank clerk and at the same time I can use and polish my Turkish. In fact, I now speak perfect Turkish – that is also my aim: to keep on learning. It was always taken for granted in my family that my brother and I would take up vocational training; just like my father who received his vocational training as an industrial mechanic in Germany. Our parents believe that with vocational training you have something good in your hands.“

### Employment with the government

Germany’s civil service wants to hire more immigrants. Youths and parents of all nationalities can find information about a wide variety of training options at [www.wir-sind-bund.de](http://www.wir-sind-bund.de)



Havva Tiryaki – In-company vocational training as a bank clerk at Ziraat Bank in Stuttgart

### Veysel and Nezihat Tiryaki, Havva's parents

**“We advised Havva right from the start to do vocational training. For us back then, her search for a training place was a family project. We asked around among friends and shared tips. In some cases we also suggested places where she could apply. But we only made recommendations; in the end she had to decide for herself.**

The training place in a Turkish bank is perfect for her. She is learning how to deal with Turkish customers who, in some cases, have entirely different problems and questions than German customers do. This will definitely be an

advantage for her in the event that she applies for a job at another bank when she finishes her training or at a later time.”



**” We're glad that Havva grew up speaking two languages. She wouldn't have otherwise been chosen for training at her bank.**

For Havva's parents, the search for a training place was a family affair.



Funda Saltürk – In-company vocational training as a construction mechanic at Ford in Cologne

## An atypical choice of occupation

**There are a lot of occupations in Germany that have traditionally been a woman's domain, while others tend to be practised by men. With Funda Saltürk and Richard Akortsu, we spotlight two young people who chose a non-traditional occupation. Their choices opened up new career prospects and have brought them a lot of satisfaction, recognition and enjoyment.**

Funda Saltürk became aware at an early stage that she had a knack for working with her hands and is now training to become a construction mechanic. It was important for Funda that her family backed her from the start, even though her parents initially had reservations.

### **Talent for working with one's hands**

"I did a prevocational placement when I was in the eighth grade. And I actually did it in the department where my father works. I became interested in this because we had visited a variety of companies through my school and I noticed pretty fast that working with my hands is really my thing. My placement at Ford was three weeks of a lot of fun fiddling around with things, measuring, testing – in a boiler suit and safety boots.

After that I wanted to know what occupations there were in that area and I came across the occupation I'm learning now. Then on open day at Ford I took another look at what construction mechanics do. I thought it was great. I knew then that I would submit an application after the ninth grade, and after three months I got my contract. There hasn't been one single day since I started training that I didn't want to go to work. I just really like going to work. And I want to complete my training because I know that a lot of girls are shy about working in this kind of job. I want to show them that it's possible and they can see from my example that they can make it."

### Muhsin Saltürk, Funda's father

**“I'm responsible for the technical equipment at Ford. While she was doing her placement I wanted to show Funda that this kind of work is not easy. Which is why I really demanded a lot of her. Her face was all black when she came home in the evening, but she was happy. At the end of the placement, her decision was made. She absolutely wanted to do training in that area. I told her it's up to you, it's your future!**

Since she performed so well, Funda was able to cut her training short by six months. I never would have thought that she would carry through with it. I thought it would stop being fun after a while and she would notice that this

work is not for women. But I apparently had some preconceived notions. Now when I see how happy she is with her job, it's wonderful. Even my father who is over 75 was all smiles. He – like all the rest of us – is really proud of her.”



” It's wonderful when I see how happy Funda is with her job.

Muhsin Saltürk is proud of his daughter.



Richard Akortsu – Vocational training as a geriatric nurse's aid in Frankfurt am Main

## An occupation that does good

**Richard Akortsu is undergoing training to become a geriatric nurse's aid. Despite many doubts, he did not let himself be dissuaded. His cousin Martin supported him.**

"I knew back when I was still in school that I wanted to work in geriatric nursing. I'm quite aware that is a somewhat unusual occupation for a man. I first got interested in nursing when I helped an elderly lady in our house who needed nursing care. My friends were initially surprised by my choice of occupation but now they respect it.

It just makes me feel good to help and make sure that someone is taken care of and has everything he needs. Most of my patients are pleased that sometimes it's a young man who comes. As far as my future is concerned this occupation offers a lot of avenues and possibilities. I definitely plan to stay in nursing."

” **I knew back when I was still in school that I wanted to work in geriatric nursing.**

Richard Akortsu works as a geriatric nurse in Frankfurt am Main.

**Martin Akortsu, Richard's cousin**

“I took care of Richard after his parents died. I went to parent-teacher conferences, I talked to his teachers and informed myself about how Richard was developing. And then when he told me that he wanted to be a geriatric nurse I looked at him and asked whether he was serious. But that's what he wants to do and he is going his own way. He identifies whole-heartedly with his job. I have a lot of respect for what he's doing – and I'm glad to support him.”

**Girls' Day and Boys' Day**

Girls' Day and Boys' Day offer a special opportunity to discover non-traditional occupations. Every year in April companies throughout the country invite school children to get acquainted with the working world. For further information, please visit: [www.girls-day.de](http://www.girls-day.de) and [www.boys-day.de](http://www.boys-day.de).



“ I have a lot of respect for what Richard is doing.

Martin Akortsu stands behind his cousin Richard.

## Many paths are open

By completing formal vocational training, your child will lay an important cornerstone for his or her future working life. There are a wealth of development opportunities and a variety of career paths such as advanced vocational training, training for master craftsman certification, and university studies.

### Advanced vocational training

Advanced vocational training deepens and broadens the individual's knowledge and expertise following initial vocational training. A wide variety of options are available, from technician to qualified professional in a commercial or financial occupation, master craftsman to state-certified business manager. Individuals who have earned corresponding qualification, such as certification as a master craftsman ('Meisterbrief'), can work for themselves and start their own business.

### University studies

In Germany it is generally possible to study at a university or a university of applied sciences when you have earned vocational qualification and completed advanced training, even if you do not hold university entrance qualification.

### Continuing professional development during vocational training

Continuing education – even during vocational training: Trainees can continue their education with additional qualifications even during their initial vocational training. For example, it is possible to increase your EDP knowledge or become more proficient in a foreign language, earn qualification as an adult to enter a university of applied sciences or take technical or engineering courses. More information on this is available at [www.ausbildungplus.de](http://www.ausbildungplus.de).

Completing part of vocational training in another European country: Young people also have the option of completing part of their vocational training in another European country. European funding programmes help organise stays abroad and provide them with financial assistance. Further information is available at [www.na-bibb.de](http://www.na-bibb.de).

” Vocational training to begin with, then university studies. That was the right route for me.

Having done vocational training and university studies, Salvatore Tortorici now has even more opportunities for advancement.





Salvatore Tortorici – In-company vocational training to become an industrial mechanic at Deutz AG and studies in mechanical engineering in Cologne

## University studies following vocational training

**“I began vocational training at Deutz AG to learn something practical to start with. In addition, my parents had recently moved to Italy permanently so I needed a regular income. I have absolutely no regrets about my decision to do vocational training. It was exactly the right thing to do.**

After I finished vocational training I had a job as a skilled worker and, at the same time, began studying mechanical engineering in Cologne parallel to my job. Unfortunately, Deutz AG didn't extend my one-year contract so I started studying full-time. While at university I was able to use a lot of what I had learned during my vocational training. That gave me an edge over other students.

Once I had my bachelor's degree I applied to Deutz AG again, this time as a production engineer, although they weren't advertising for the position. Sometime later they actually called and said that they had a vacancy. Thanks to my vocational training and university studies I now have really good know-how and terrific career options.”

### Dual study programmes

Dual studies consist of different courses of study which all link theory with practice. One variation of dual study programmes combines university studies with dual vocational training, not only time-wise but also content-wise. You can search a database on dual study programmes at [www.ausbildungplus.de](http://www.ausbildungplus.de)

## Further helpful contacts

Every region has a number of different guidance offices that can help youths with their search for a training place. Here are a number of centralised websites where you can find possible helpful contacts in your town.

### ‘Bildungspaten’ – A positive influence

Adult volunteers known as ‘Bildungspaten’ provide youths support and advice based on their life and occupational experience. You can learn more about this service at [www.aktion-zusammen-wachsen.de](http://www.aktion-zusammen-wachsen.de).

### Youth Migration Services

Youth Migration Services in cities around Germany provide personal guidance services for vocational training and employment. You can access information about the locations at [www.jmd-portal.de](http://www.jmd-portal.de).

### JUGEND STÄRKEN at the local level

The “STRENGTHENING YOUNG PEOPLE” initiative supports disadvantaged young people, including, for example, young migrants with particular integration needs, to overcome barriers along the route to school, occupational and social integration. Visit [www.jugend-staerken.de/standorte.html](http://www.jugend-staerken.de/standorte.html) to find your nearest guidance centre.

### Overview of information on vocational training

Numerous websites offer information on and useful assistance with all aspects of vocational training and career options. The most important offers have been gathered and evaluated on the following website to provide a quick overview (in German): [www.bibb.de](http://www.bibb.de) > Berufe

### Immigrant organisations

Germany has a wide variety of organisations founded by immigrants. A number of these organisations assist individuals with their integration into working life and also advise youths making the transition to vocational training. Ask among your friends if there is an immigrant organisation in your area that offers this type of service.

### KAUSA service agencies – local contact partners

KAUSA service agencies (“Coordination Agency for Training and Migration”) provide information and guidance on dual training to self-employed persons, to young people and parents from a migrant background and to young refugees with good prospects of being able to remain in Germany. They provide further support by, for example, referring those seeking advice on to offers made by the chambers or the employment agencies. Find your nearest KAUSA Service Agency here: [www.kausa-servicestellen.de](http://www.kausa-servicestellen.de).



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