



Welcome to Nuremberg

Information for skilled workers from abroad



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A IMPORTANT INFORMATION ON WHAT TO DO FIRST

Welcome to Nuremberg! We hope your time in our city has got off to a good start. If you are planning to live and work in Nuremberg, there are a few things you need to take care of first. We have put together a list of the first things that you need to do.

Please note that in accordance with German law, the official language is German (Section 23 of the Administrative Procedures Act). This means that you must complete all official forms in German. Please use the services of a translator or interpreter if you need them to help you fill in forms or while attending an official appointment.

1. Registering with the local authority

The very first thing you will need as a new citizen of Nuremberg is a place to live (1). You can only register your address and open a bank account once you have a permanent address. As a new citizen of Nuremberg, you will have to register with the local authority (at *Bürgeramt Mitte*) within two weeks and provide a valid address. You will not be allowed to register using the address of a hotel or similar form of accommodation. This also applies to any family members who have travelled with you. You can register in person using your passport or identity card, or by post. You must use the form (*Meldeschein*) required by law. It is not possible to authorise somebody else to register for you.

What do I need to take with me in order to register in person?

- A form of identification (identity card, passport or residence permit)
- Housing provider confirmation from your landlord in the original or submitted in advance online

Where can I register in person?

At the Bürgeramt Mitte for the City of Nuremberg (see below).

Important:

There can be long waiting times at the registration office, even if you have made an appointment in advance so please make sure you plan enough time for the registration process. If you have difficulty communicating in German, it is recommended that you bring a pre-completed registration form to your appointment or arrange to be accompanied by an interpreter.

<u>Alternative:</u> You may also send your registration application by post, in which case you will need the following documents:

- Registration form
- Housing provider confirmation

Complete both documents in full, sign them and return the originals by post to the address below. Your confirmation of registration will be sent to you by post once your application has been processed. This may take up to 4 weeks.

<u>Contact:</u> <u>Opening times:</u>

Stadt Nürnberg - Bürgeramt MitteMondays and Thursdays:From 0800 to 1530Äußere Laufer Gasse 25, 90403 NürnbergTuesdays:From 1000 to 1700Tel.: +49 (0)9 11 / 2 31-0Wednesdays and Fridays:From 0800 to 1230and by appointment

www.buergeramt.nuernberg.de

How to deregister or change your registration details - Bürgeramt Mitte (nuernberg.de)

2. Immigration Authority and residence permit

If you entered Germany with a visa, you must apply to the Immigration Authority for a residence permit that authorises you to work before your visa expires. It is advisable to make an appointment with the Immigration Authority in good time before your visa's expiry date (at least 4 to 6 weeks in advance).

You can find out whether you need a residence permit and which documents you need to submit to obtain it on the following websites:

https://www.make-it-in-germany.com/de/visum-aufenthalt/quick-check https://www.nuernberg.de/internet/auslaenderbehoerde/aufenthaltstitel.html

Contact:

City of Nuremberg - Office for Migration and Integration

Regensburger Straße 231, 90478 Nürnberg

Tel.: +49 (0)9 11 / 2 31-0

https://www.nuernberg.de/internet/auslaenderbehoerde/

Opening times:

Mondays to Fridays:

From 0800 to 1230 and by appointment

3. Easier immigration procedures for skilled workers

As a result of the introduction of the Skilled Immigration Act on 1 March 2020, companies and skilled workers from third countries have access to a shorter immigration process.

If you are a skilled worker and have a specific job offer, your future employer can initiate a fast-track procedure at the relevant immigration authority on your behalf by obtaining a power of attorney from you. There is also a fast-track procedure for the recognition of foreign qualifications.

Further information on the Skilled Immigration Act is available at:

https://www.make-it-in-germany.com/de/visum-aufenthalt/fachkraefteeinwanderungsgesetz https://www.nuernberg.de/internet/auslaenderbehoerde/fachkraefte.html

4. Money and banking

You will need a German bank account to receive your wages or to rent a home. It is recommended that you arrange a (telephone) appointment with the bank of your choice to open an account. Please note that banks will charge different fees, including for operating your account or for non-European bank transfers. You will generally need the following documents in order to open a bank account:

- Registration certificate from the registration office
- Residence permit
- Valid ID document or passport
- Wage slip from your employer if applicable

Using these documents, you can apply for a current account and EC-card from the bank of your choice.

Further information on current accounts is available here:

 $\underline{www.verbraucherzentrale.de/wissen/geld-versicherungen/sparen-und-anlegen/was-das-girokontobietet-4990}$

https://www.make-it-in-germany.com/de/leben-in-deutschland/geld-versicherung/bankkonto

5. Social insurance

Germany has a well-established social welfare system. As an employee who pays compulsory social insurance contributions, you are therefore insured against the biggest risks - such as illness, industrial accidents, unemployment and old age. Your employer must register you for social insurance.

You can read an overview of the social insurance benefits here:

https://www.arbeitsagentur.de/fuer-menschen-aus-dem-ausland/sozialversicherung-in-deutschland

Insurance offices are the relevant service providers with regard to any social insurance issues. As a municipal insurance office, the Insurance Office of the City of Nuremberg offers its services to all citizens of Nuremberg. These services are also available to people who are employed in Nuremberg but do not live here.

Contact

Versicherungsamt der Stadt Nürnberg Äußere Laufer Gasse 25, 90403 Nürnberg

Tel.: +49 (0)911 / 2 31 - 29 25

Opening times:

Mondays, Tuesdays and Thursdays: From 0800 to 1530 Wednesdays and Fridays: From 0800 to 1230

By appointment only

https://www.nuernberg.de/internet/einwohneramt/sozialversicherung.html

6. <u>Family Welfare Office, Bavarian Centre for Families and Social</u> <u>Affairs (ZBFS)</u>

Foreign nationals who live in Germany may receive child benefits as long as they hold a permanent residence permit or other residency documents. Citizens of the European Union and some other states may also be entitled to child benefits without holding a settlement or residence permit. Further information can be obtained from the local Family Welfare Office at the Federal Employment Agency.

You will generally need the following documents to apply:

- Completed and signed application
- Birth certificate
- Written declaration that child belongs to the household
- Child's school, vocational training or higher education records
- Child's income statement, if applicable

<u>Contact:</u> <u>Opening times - Personal consultation hours</u>

Familienkasse Nürnberg Mondays to Thursdays: From 0800 to 1230

Solgerstraße 1, 90429 Nürnberg Closed Fridays
Tel.: +49 (0)911 / 4 55 55 30 Telephone hours:

(Child benefits and allowances) Mondays to Fridays: From 0800 to 1800 Tel.: +49 (0)911 / 4 55 55 33 (Payment dates) Calls are free.

e-mail: familienkasse-bayern-nord@arbeitsagentur.de

http://www.familienkasse-info.de/

The Bavarian Centre for Families and Social Affairs (ZBFS) is the main contact point for issues relating to paternity leave, parental benefits and childcare allowances, as well as for any questions about disability and integration into the workplace. The central state authority based in Bayreuth also has a branch in Nuremberg.

Contact:

Zentrum Bayern Familie und Soziales Servicestelle Nürnberg The contact telephone numbers vary according to subject area and are listed on the following website:

Roonstraße 22, 90429 Nürnberg

http://www.zbfs.bayern.de/behoerde/regionalstellen/mittelfranken/index.php

7. Driving licence and motor vehicles

If you move to Germany from a foreign country you might be required to have your driving licence transferred to a German licence within six months of your arrival. More detailed information is available here:

https://www.nuernberg.de/internet/ordnungsamt/fahrerlaubnis_ausland.html

<u>Contact:</u>

Stadt Nürnberg - Ordnungsamt

Abteilung Führerscheinstelle

Opening times: Mondays to Fridays:

From 0800 to 1230

Innerer Laufer Platz 3, 90403 Nürnberg

Tel.: +49 (0)9 11 / 2 31-0

https://www.nuernberg.de/internet/ordnungsamt/fuehrerscheine.html

If you own a car, please familiarise yourself with the parking rules in Nuremberg and in the city centre in particular. https://www.nuernberg.de/internet/stadtportal/parken.html

8. Commercial activity

Anyone who exercises a trade in a self-employed capacity is required to register their trade. Further information on the obligation to register can be found using the following link:

Contact:

Opening times:

Stadt Nürnberg - Ordnungsamt Sachgebiet Gewerbewesen

Mondays, Tuesdays and Thursdays: From 0800 to 1530 Wednesdays and Fridays: From 0800 to 1230

Innerer Laufer Platz 3, 90403 Nürnberg

Tel.: +49 (0)9 11 / 2 31-0

https://www.nuernberg.de/internet/ordnungsamt/gewerbe.html

9. Certification of documents

The certification of documents officially confirms that a copy (*Abschrift*) is identical to the original document (*Urschrift*). The certification of signatures officially certifies that the signature is authentic. You can then add certified copies to job applications or other similar documents. The Citizen Information Centre (BIZ) of the City of Nuremberg is authorised to carry out official

The Citizen Information Centre (BIZ) of the City of Nuremberg is authorised to carry out official certifications of transcripts/copies. Further information can be found using the following link:

Contact:

Opening times:

Stadt Nürnberg BürgerInformationsZentrum Mondays, Tuesdays and Thursdays: From 0800 to 1530 Wednesdays and Fridays: From 0800 to 1230

Hauptmarkt 18, 90403 Nürnberg

Tel.: +49 (0)9 11 / 2 31-0

https://www.nuernberg.de/internet/buergerinfo/beglaubigungen.html

B LIVING IN NUREMBERG

1. Residential

Whether you want to rent or buy somewhere to live, or need a furnished property, Nuremberg has housing in all locations and price ranges. Micro-apartments and boarding houses are also available in various price ranges. You can find somewhere to live in the service sections of newspapers or on real estate platforms, such as http://www.immowelt.de and www.immobilienscout24.de.

The City of Nuremberg helps to arrange subsidised social housing for applicants who meet certain requirements, including income-based criteria. More details are available at the following link.

From 0800 to 1230

<u>Contact:</u> <u>Opening times:</u> **Stadt Nürnberg - Amt für Existenzsicherung und** Mondays to Fridays:

Stadt Nürnberg - Amt für Existenzsicherung und soziale Integration - Sozialamt -

Bereich Wohngeld und Wohnungsvermittlung

Marienstraße 6, 90402 Nürnberg

Tel.: +49 (0)911 / 2 31-21 95 (Accommodation service) Tel.: +49 (0)9 11 / 2 31-72 38 (Housing benefits)

http://www.nuernberg.de/internet/sozialamt/wohngeldundwohnungsvermittlung.html

2. Electricity, heating, water

When you rent a house or apartment in Germany, you often have to pay additional costs in addition to your basic rent. Water and heating are often arranged by the landlord and included in the operating costs. But in some cases the tenant has to take care of heating and then sign a contract with an energy provider of their choice.

Tenants can also choose between several electricity providers. The tenant then receives an electricity bill separately from the rent bill, based on the amount of electricity actually used.

Interesting and helpful articles on energy, energy providers and different tariffs are available at https://www.verbraucherzentrale.de/wissen/energie You can also get advice on electricity, heating and hot water from the consumer advice centre (*Verbraucherzentrale*) for a fee.

3. Health and medical care

As an employee you automatically have medical insurance, either as a member of a statutory health insurance fund (*Krankenkasse*) or with a private insurance company. Further information on medical insurance in Germany is available here:

https://www.gesundheitsinformation.de/krankenversicherung-in-deutschland.html https://make-it-in-germany.com/de/leben-in-deutschland/geld-versicherung/krankenversicherung

A list of Nuremberg hospitals and clinics is available here:

http://www.nuernberg.de/internet/gesundheitsamt/kliniken.html Klinikum Nürnberg has an English section on its website: http://www.klinikum-nuernberg.de/EN/index.html In the event of an emergency you have the following options:

- If in doubt, and in the event of serious illness, dial 112. This is the number for the emergency and rescue services.
- In less serious cases, you can also go directly to the emergency room of a hospital. Emergency rooms are open around the clock.
- In a medical emergency, you will never be left alone, even when doctors' surgeries are closed. Nuremberg has a large on-call medical practice in the adcom-Center near the main railway station. This provides general and specialist medical advice and treatment.

<u>Contact:</u>

Ärztliche Bereitschaftspraxis Nürnberg Bahnhofstraße 11a, 90402 Nürnberg

Tel.: 116 117

Opening times:

Mondays, Tuesdays, Thursdays, Fridays:

From 1900 to 2200

Wednesdays: From 1400 to 2200

Saturdays, Sundays and public holidays:

From 0800 to 2200

From 0830 to 1530

From 1300 to 1530

http://www.nuernberg.de/internet/stadtportal/notdienste.html

4. Childcare, schools and families

Childcare facilities

In child day-care centres, trained staff take care of, look after and educate children from the age of 2 months at the earliest until the end of grade 4; older children and teenagers can also attend after-school care centres at support centres and other dedicated clubs. Alternatively, children can be cared for by childminders, who look after several children in their home. For further information on the different options available to you, please follow the link below:

Opening times:

Mondays, Tuesdays and Thursdays:

Wednesdays and Fridays:

Contact:

Stadt Nürnberg - Amt für Kinder, Jugendliche und Familien - Jugendamt Kinderbetreuung

Dietzstraße 4, 90443 Nürnberg

Tel.: +49 (0)9 11 / 2 31-41 05 and -66 91

https://www.nuernberg.de/internet/kinderbetreuung/

The list entitled **"Kitas A bis Z"** is an A-to-Z list of all childcare facilities in Nuremberg. This list, sorted alphabetically by street name, can be found at the following link:

http://www.nuernberg.de/internet/kinderbetreuung/a.html

The **Servicestelle Kitaplatz** service point at the child welfare office (*Jugendamt*) also provides advice in English.

https://www.nuernberg.de/internet/jugendamt/servicestellekitaplatz.html

There are many internationally oriented **family education centres** in Nuremberg offering parents information, advice and courses, with events for the whole family too. http://www.familienbildung.nuernberg.de

Schools

Attending school is compulsory in Germany. Children must go to school from the age of 6. If your child does not understand German well enough to participate in school, transitional classes will be offered. These provide in-depth German language support to introduce children to the school system. The State Education Authority (Staatliches Schulamt) can provide you with further information

Contact:

Staatliches Schulamt in der Stadt Nürnberg Lina-Ammon-Straße 28, 90471 Nürnberg

Tel.: +49 (0)911 / 2 31-1 06 80 https://nbg.schulamt.info/

Opening times:

Opening times:

Mondays to Thursdays: From 0800 to 1530

From 0800 to 1330 Fridays:

If your child's German skills are good enough to participate in school, they will attend a local primary school between the ages of 6 and 10.

http://www.nuernberg.de/internet/statistik/nbg_grundschulsprengel.html

The Bavarian school system offers various types of school for children from the age of 10: https://www.km.bayern.de/schueler/schularten.html. The State School Guidance Centre for the region of Middle Franconia can provide you with further advice.

Contact:

Staatliche Schulberatungsstelle für Mittelfranken

Glockenhofstraße 51, 90478 Nürnberg

Tel.: +49 (0)911 / 5 86 76-10

Mondays to Thursdays: From 0800 to 1600 From 0800 to 1400 Fridays:

https://www.km.bayern.de/ministerium/institutionen/schulberatung/mittelfranken.html

International schools and nurseries

Children may also attend international schools and private schools. However, such schools generally charge fees.

German-American Institute Nuremberg e.V. **Deutsch-Amerikanisches Institut**

Gleißbühlstraße 9, 90402 Nürnberg Tel.: +49 (0)911 / 2 30 69-0 http://www.dai-nuernberg.de/

Franconian International School e.V. (FIS)

Marie-Curie-Straße 2, 91052 Erlangen Tel.: +49 (0) 91 31 / 94 03 90

http://www.the-fis.de

Bilingual crèche and day-care centre in Nuremberg **Little Giants**

Emilienstraße 5, 90489 Nürnberg Tel.: +49 (0)911 / 35 11 64-0

https://www.littlegiants.de/nuernberg/

English-speaking nursery in Fürth **BRK Kindertagesstätte Little Friends**

Rennweg 85, 90768 Fürth Tel.: +49 (0)911 / 7 59 34 94

https://www.kita-bayern.de/little-friends/

Bilingual nursery in Schwabach Freier Kindergarten Schwabach e.V.

Markgrafenstraße 5, 91126 Schwabach-

Unterreichenbach

Tel.: +49 (0)9122 / 7 35 40 http://wp.freier-kindergarten.de/

5. Integration courses, language courses

Being able to speak German is a prerequisite for active participation in daily life and in the labour market in Germany. Language skills are a basic requirement for successful integration.

Integration courses are available to anyone who is new to Nuremberg and who does not yet have the level of German needed to deal with everyday situations. Attending such courses might be voluntary or compulsory depending on your country of origin and your knowledge of German. More detailed information on courses, what they cost and whether you are obliged to attend can be found using the following links:

 $\underline{https://www.bamf.de/DE/Themen/Integration/ZugewanderteTeilnehmende/Integrationskurse/integrationskurse-integrationskurse-node.html}$

https://www.nuernberg.de/internet/auslaenderbehoerde/integrationskurste.html

6. Recognition of foreign professional qualifications

In order to obtain permanent employment in Germany, it is important that your professional qualification obtained abroad is recognised in Germany. You have a legal right to an assessment procedure to check whether a foreign vocational qualification is equivalent to a German reference occupation.

The recognition offices throughout Germany are responsible for implementing the recognition processes for vocational qualifications obtained abroad. The existing area of responsibility of chambers and authorities will not change with the new Recognition Act. It is often difficult for people who are seeking recognition of their qualifications acquired abroad to locate the right office. For this reason, first points of contact have been set up throughout Germany.

Thursdays:

<u>Contact:</u> <u>Telephone advice:</u> **Zentrale Servicestelle zur Erschließung** Tuesdays:

Zentrale Servicestelle zur Erschließung ausländischer Qualifikationen in der Metropolregion Nürnberg (ZAQ)

- Beratungsstelle Anerkennungsgesetz

Tel.: +49 (0)911 / 2 31-1 05 52

https://www.migranet.org/publikationen/43-beratungsangebote/anerkennungsberatung/117-anerkennungsberatung-nuernberg

https://bz.nuernberg.de/themen/projekte-foerderungen/zentrale-servicestelle-zur-anerkennung-auslaendischer-qualifikationen-in-der-metropolregion-nuernberg-zaq

The **Federal Office for Migration and Refugees (BAMF)** also provides initial telephone advice on the recognition of foreign professional qualifications. You can choose to receive this information in German or in English. However, it is not possible to check the equivalence of qualifications by telephone.

Contact:

Bundesamt für Migration und Flüchtlinge (BAMF)

Frankenstraße 210, 90461 Nürnberg

Telephone hotline: +49 (0)30 / 18 15-11 11

From 1000 to 1200

From 1400 to 1600

(standard charges for German landline calls apply)

http://www.bamf.de/DE/Willkommen/ArbeitBeruf/Anerkennung/anerkennung-node.html

7. Family reunion

As an EU citizen, your spouse and children can live and work in Germany without any restrictions. They do not require a special residence permit.

For family members of a citizen of a third country, a residence permit can be issued in order to establish or maintain family cohabitation.

What steps do I need to take so that my family can join me in Germany?

- Your family should apply for a residence permit for the purpose of family reunion in Germany at the German embassy or consulate in your home country. Please submit the application in good time as it may take some time to process it.
- Once your family has arrived in Germany, you should register them at the *Bürgeramt Mitte* (see A.1 above) and at the relevant immigration authority (see A.2 above). You will need to present passports, birth and marriage certificates, salary or tax certificates, proof of rent and possibly other documents, depending on your family situation.

For more information on what is required and what you have to do:

https://www.nuernberg.de/internet/auslaenderbehoerde/ehe_und_familie.html https://www.freistaat.bayern/dokumente/leistung/504424580428 https://www.bamf.de/DE/Themen/AsylFluechtlingsschutz/FamilienasylFamiliennachzug/familienasylfamiliennachzug-node.html

8. Social engagement and communities

For many new citizens with a migration background, preserving their cultural and religious roots is important, as is sharing the traditions, language and religion of their country of origin with their children. That is why they particularly value the chance to meet up with others from their home country.

Nuremberg has many intercultural meeting places and migrant organisations, welcoming people of all ages from different backgrounds, cultures, religions and nationalities. In addition to social engagement, these associations offer a variety of intercultural activities such as cultural festivals, recreational programmes, sports, and education and training support.

Fridays:

Mondays to Thursdays:

From 0830 to 1600

From 0830 to 1330

Contact: Opening times:

Stadt Nürnberg - Geschäftsstelle des Integrationsrates Internationales Haus

Hans-Sachs-Platz 2, 90403 Nürnberg Tel.: +49 (0)911 / 2 31-31 85

http://www.nuernberg.de/internet/integrationsrat

Tel.: +49 (0)911 / 2 31-31 85

Stadt Nürnberg - Amt für Kultur und FreizeitMondays to Thursdays:From 0830 to 1530Inter-Kultur-BüroFridays:From 0830 to 1230

Gewerbemuseumsplatz 1, 90403 Nürnberg

Tel.: +49 (0)911 / 2 31-38 84

https://www.nuernberg.de/internet/kuf kultur/interkultur buero.html

C CULTURE AND LEISURE

1. Events

Whether traditional celebrations and markets such as the old town festival (*Altstadtfest*) and Christmas market (*Christkindlesmarkt*) or prestigious cultural events such as the "Blue Night" and the "Klassik Open Air" concerts or high-calibre sporting events like the Norisring car race, Nuremberg has a huge and diverse range of events to offer, with something for everyone.

The events calendar is a perfect guide to everything happening in the city: https://www.nuernberg.de/internet/stadtportal/nbg veranstaltungen.html

2. Programmes for children, young people and adults

Cultural centres

https://www.nuernberg.de/internet/kuf kultur/kulturlaeden besuchen.html

Nuremberg Music School

https://www.nuernberg.de/internet/musikschule/

Cultural activities for children

There are lots of opportunities for children to get involved in culture. You are sure to find something that appeals to you and your child.

Activities for children in Nuremberg

https://www.nuernberg.de/internet/kuf kultur/kinderangebote.html

Other providers:

Theater Mummpitz: https://www.theater-mummpitz.de/
Theater Pfütze: https://www.theater-pfuetze.de/

Theater Salz und Pfeffer: https://www.salzundpfeffer-theater.de/start.html

Theater Rootslöffel: https://rootsloeffel.de/

Children's cinema club https://www.casablanca-nuernberg.de/kinder-und-

schulkino/casakidsclub

3. Museums, exhibitions and things to see

Nuremberg has many museums to visit. From the house of world-renowned genius and Nuremberg native Albrecht Dürer, to modern art in the Neues Museum, culture and art enthusiasts are spoilt for choice.

https://www.nuernberg.de/internet/stadtportal/museen_ausstellungen.html

For further information and tips on things to see and do in Nuremberg: https://tourismus.nuernberg.de/

D Information and tips on living and working in Germany

Key information can often be found on the immigration authority's website. Further information is available here:

- The central information portal <u>www.make-it-in-germany.com</u> offers detailed information for skilled workers from abroad. More information for companies and businesses will follow soon.
- Germany's Federal Office for Migration and Refugees has compiled information on the topic of migration on its website, including the addresses of immigration advice centres. Further information available at www.bamf.de.
- As well as central information portals provided by the Federal Government, there are various portals with detailed information offered by individual federal states. The Bavarian state government has set up a portal with comprehensive information. Further information available at: www.stmwi.bayern.de/wirtschaft/ausbildung-beruf/fachkraeftestrategie/.
- The Federal Foreign Office's website contains information on studying and working in Germany and on visa requirements. Further information available at https://www.auswaertiges-amt.de/de/service/visa-und-aufenthalt. The page https://www.tatsachen-ueber-deutschland.de/ provides an insight into German culture and lifestyle entitled "Facts about Germany".
- The international placement services body (ZAV) at the Federal Employment Agency provides extensive information, including downloads, on living and working in Germany as well as information on the relevant legal rules applicable to people who take up work in Germany and are not covered by the freedom of movement scheme. Further information is available at https://www.arbeitsagentur.de/vor-ort/zav/startseite.

We hope your time in our city has got off to a good start.



Statutory information

"Welcome to Nuremberg"

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