

Information about Vocational Training in Germany

EN



Its Purpose

During training you are supposed to learn the professional skills, knowledge, and abilities you need in your chosen profession. You're not just expected to work but also to learn to act responsibly and competently in your field.

Training Framework and Training Contract

The training framework outlines the content you're supposed to learn in each year of your apprenticeship. Your trainer has the right to give you instructions that align with this framework. You're not required to perform tasks that aren't part of the training.

Your training contract should include the following points:

- What you will learn and how long it will take
- Where you will work and who is your trainer
- Your working hours
- Your pay
- Important matters concerning holidays and termination
- Reference to a collective agreement and company agreements, if applicable.



Salary during training

For apprenticeships starting in 2024, the minimum wage is €649 gross per month in the first year of training. If there's a collective agreement in the company, your salary is defined within it and is often higher. By the way, no one is allowed to demand money from you for arranging an apprenticeship. This is prohibited in Germany.



Overtime during Training

As an adult (18 years and older), you may work overtime under certain circumstances. This is only allowed if it serves the learning objectives of your training. The additional hours must be compensated within the next few weeks. Your trainer must always be reachable and available to provide support.

The Training Diary

During your training, you must keep a training diary where you record what you've learned. Your trainer checks and signs it. The training diary not only serves as evidence of your progress but also as a document to prove that you haven't learned certain content. It's important to fill it out regularly. Filling in the training diary is part of your working hours. Your trainer cannot force you to do it in your free time.



Termination of Training and Residence

If your residency is tied to your training, you need to be careful not to encounter problems if you terminate your training. However, terminating your training doesn't mean you have to leave Germany immediately. There's often the possibility of obtaining a new residence permit; for example, to search for a new apprenticeship position.

Termination during Training

After the probationary period, you can only be terminated "extraordinarily" if you have seriously misbehaved. If you believe you were unjustly terminated, you have the right to defend yourself. Seek advice and help if needed; for example, from the works council, the youth and training representation, a trusted teacher, or the relevant chamber or union.

Do you have questions or problems with your training company?

We're here for you! Free and confidential.



**FAIRE
INTEGRATION**

Telefon: **0361/21 727-16**

E-Mail: **faire-integration@dgb-bwt.de**

Büro: Schillerstraße 44, 99096 Erfurt



You can find information in other languages on our website.

www.faire-integration.dgb-bwt.de/ausbildung

Träger: **DGB-Bildungswerk Thüringen e.V.** | Schillerstraße 44 | 99096 Erfurt

Das Projekt **Faire Integration Thüringen** wird im Rahmen des ESF Plus-Programms „**Förderprogramm IQ - Integration durch Qualifizierung**“ durch das Bundesministerium für Arbeit und Soziales und die Europäische Union über den Europäischen Sozialfonds Plus (ESF Plus) gefördert. Kofinanziert wird das Projekt durch den Freistaat Thüringen. Die bundeseitige Förderung wird durch das Bundesamt für Migration und Flüchtlinge administriert. Partner in der Umsetzung sind das Bundesministerium für Bildung und Forschung und die Bundesagentur für Arbeit.

Gefördert durch:



Weiterer Förderer:



Administriert durch:



In Kooperation mit:

