

Which documents must be submitted?

- Informal written application
- A copy of your identity document and, where applicable, a copy of your residence permit
- Registration certificate
- Declaration that you are actively seeking employment in Berlin
- Declaration of income and assets, including the respective supporting documents
- If applicable, a notice from the Federal Employment Agency or Jobcenter that you have no claim to the requested financial support
- If no notice of assessment from the recognition authority is available, a written assessment from a recognition advisory service (e.g. an IQ information centre) which certifies that recognition would improve the chances of an employment matching the qualification in the long term, along with a copy of the certificate of qualification and a curriculum vitae
- If available, a copy of the assessment decision from the recognition authority with information on the proposed compensatory measures
- Cost statements evidencing what the money is needed for

Contact

Advice on the Senate of Berlin's hardship fund for professional recognition is provided during the opening hours of the Welcome Center. You can also contact us by email or mail. Please make an appointment beforehand.

Our location:

Welcome Center
Potsdamer Str. 65
10785 Berlin

Tel.: (030) 9017-2326
Fax: (030) 9017-2320
E-Mail: haertefallfonds@intmig.berlin.de

Public transport:
Bus M48, M85 Lützowstraße/Potsdamer Straße
Bus M29 Potsdamer Brücke
U1 Kurfürstenstraße

Consulting hours at present:

Mon and Tue: 9 AM – 1 PM
Do: 9 AM – 1 PM
and
3 PM – 6 PM
Wed and Fri: no consulting

Recognition of
qualification support

Hardship fund
for professional
recognition
Berlin



English | German

The support programme of Berlin's hardship fund for professional recognition

With the support programme of the Senate of Berlin's hardship fund for professional recognition, which came into effect on 01 July 2016, the State of Berlin is responding to the increased demand for skilled workers and, at the same time, the growing number of immigrants. The funding program of the senate representative for integration and migration offers people who have completed a qualification abroad financial assistance to cover the costs of the recognition procedure. The prerequisite is that the applicants do not have the resources to cover the costs themselves and are not eligible for funding in accordance with the Codes of Social Law SGB II, SGB III, the Federal Training Assistance Act (BaföG) or the funding programmes of the Federal States (recognition grant). Information on the recognition grant can be found here:
www.anererkennungszuschuss.de

Information on the hardship fund is also available online:

www.berlin.de/lb/intmig/themen/ausbildung-und-arbeit/haertefallfond-berufsanerkennung

What financial support is provided?

- The grant covers the costs of compensatory measures or qualification measures for the recognition of equivalence (course fees, travel costs outside of public transport, costs for the necessary learning materials, mandatory work clothes, childcare costs).
- Also included are the costs of the language courses required within the framework of the recognition procedure (Level B1), as well as
- the costs of interpreters and translators during the recognition procedure

What is the funding scope?

The funding scope is between EUR 100 and a maximum of EUR 10,000 per person. Applicants are not automatically entitled to a grant.

N.B.: Applications for financial support must be submitted before the start of the procedure and before costs accrue.

The financial support is for people who ...

- have completed a qualification abroad,
- are legally resident in Berlin or have subsidiary protection status/temporary protection status,
- have had their primary residence in Berlin for at least three months,
- will not receive any reimbursement of costs for the recognition procedure from the Federal Employment Agency, Jobcenter or the corresponding funding programmes of the Federal States (recognition grant) and
- have a gross annual income of less than EUR 26,000 (single people) or EUR 40,000 (married/in a civil partnership).
- The grant will be offset against applicant assets in excess of EUR 12,000 (plus EUR 3,000 for the spouse/civil partner and per child, if applicable).

Further eligibility requirements:

- Assessment by a recognition information centre confirming that professional recognition will improve the chances of an employment matching the qualification in the long term;
- a credible outline of the desired career path in Berlin