

## HOW DO YOU GET BENEFITS FROM THE EDUCATION AND PARTICIPATION PACKAGE?

If you are entitled to benefits, you can contact the staff at the Servicecenter for application advice. You will find all contact details overleaf.

For your convenience you can easily arrange your preferred appointments online here: [www.oberhavel.de/jobcenter](http://www.oberhavel.de/jobcenter). In Addition to that, this site contains further information and all the necessary application forms.

These documents are also available at the Servicecenter, on request we can send them to your home by post.

## OFFICE HOURS OF THE SERVICE CENTER:

The Servicecenters in Oranienburg and Gransee are open for you on:

Monday: 09:00–12:00 and 13:00–15:00 o'clock  
 Tuesday: 09:00–12:00 and 13:00–18:00 o'clock  
 Wednesday: 09:00–12:00 and 13:00–15:00 o'clock  
 Thursday: 09:00–12:00 and 13:00–16:00 o'clock  
 Friday: 09:00–12:00 o'clock

You can reach our staff by telephone at the number: 03301 601-5500 or 03301 601 5298 on

Monday: 09:00 – 15:00 o'clock  
 Tuesday: 09:00 – 16:00 o'clock  
 Wednesday: 09:00 – 15:00 o'clock  
 Thursday: 09:00 – 16:00 o'clock  
 Friday: 09:00 – 12:00 o'clock

### IMPRINT

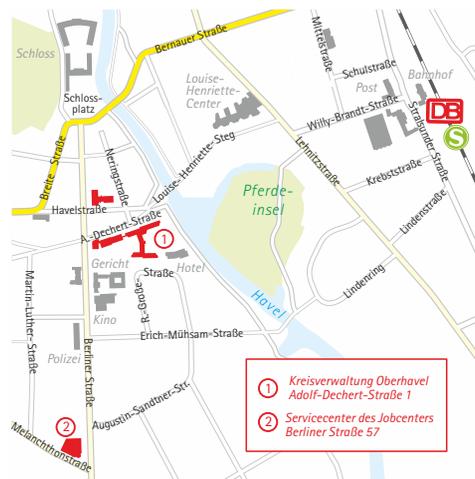
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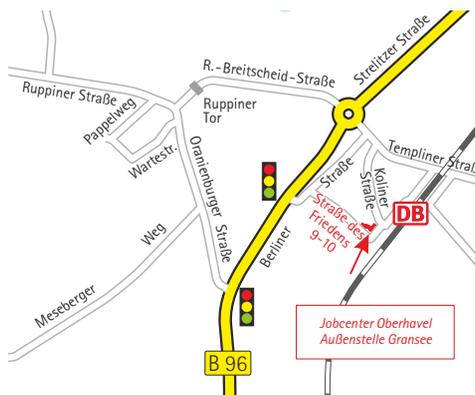
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## Servicecenter in Oranienburg:

Berliner Straße 57 · 16515 Oranienburg  
 Telephone 03301 601-5500 · Telefax 03301 601-80200  
 E-Mail: [Jobcenter.SC.BuT@oberhavel.de](mailto:Jobcenter.SC.BuT@oberhavel.de)



Residents living in the northern part of Oberhavel can leave their documents personally at the branch office in Gransee. These will then be forwarded to Oranienburg.



Landkreis Oberhavel · Jobcenter  
 [Administrative district]

Strong · Social · On site

# Education and participation package



[www.oberhavel.de/jobcenter](http://www.oberhavel.de/jobcenter)



## WHO BENEFITS FROM THE EDUCATION AND PARTICIPATION PACKAGE?

The Landkreis Oberhavel supports children and young people up to the age of 25 in their education and participation in social and cultural life within the community if they receive one of the following benefits and do not get a vocational training pay:

- ▶ Unemployment benefit II or Social benefit
- ▶ Additional children's allowance
- ▶ Housing benefit
- ▶ Benefits under the Asylbewerberleistungsgesetz [Asylum Seekers' Benefits Act]
- ▶ Benefits under the SGB XII [Social Security Code XII] (also for those over 25 years or receivers of vocational training pay)

Even if you do not receive any of these benefits, but your family income is too low, it might be worthwhile for you to apply. We will be happy to advise you.

## WHICH SERVICES ARE PROVIDED?

We support you by taking into account your costs as needs. We usually use vouchers or settle directly with the providers. In certain cases, we can also pay cash benefits directly to you.

### Day trips and class trips in schools and kindergarten [Kita]

- ▶ The real costs incurred (without pocket money) will be covered for the entire allowance period. All you have to do is submit a confirmation from your school or Kita.

- ▶ We support trips with the after-school care centre as part of the benefits for participation in sports, culture or leisure activities.

### School supplies

- ▶ For personal school supplies, school pupils receive a lump sum per school year, which is made up of two amounts. The school supplies are transferred directly to the beneficiary's account in the first and second school semester.

### Sports, culture or leisure

Children and young people under the age of 18 receive variable vouchers for membership fees in associations, for the music school or for group leisure activities.

### School transport

- ▶ If pupils need to use transport, the Landkreis bears the necessary costs for the journey to school.
- ▶ Apply for the Schülerjahreskarte [annual transport ticket] in good time at your school before the school year starts. To get the costs reimbursed, submit the invoice from the Oberhavel Verkehrsgesellschaft mbH [Transport Company] to the Jobcenter Oberhavel together with the application for education and participation.

- ▶ If you are not entitled to an annual transport ticket to school, submit the monthly tickets together with the application for education and participation.
- ▶ Necessary travel costs for the way to school are taken into account in full.

### Learning support

- ▶ If pupils can only achieve the learning objectives through suitable additional coaching and no free offers are available at your school, we will cover the reasonable costs of coaching.
- ▶ **Lunch together at school or kita**
  - ▶ If children and young people have lunch together at school, in the after-school care centre (on school days) or at the Kita, the costs incurred are taken into account in full. As a rule, the provider settles directly with the Landkreis Oberhavel.

