

Information Sheet - Training

For more information go to: www.faire-integration.de/en/topic/50.faqs-training.html

In Germany there are different ways to obtain a vocational qualification. In addition to studying at a higher education institute or at a university, one can complete an occupational training („Ausbildung“). There are different types of training (extra-company training, school-based training, vocational (or company-based) training in the dual system).

For vocational training in the dual system, you enter into a training contract with your training company. The contract must be concluded in writing before commencement of training. The training contract contains important information.

As a trainee, you have certain rights. Your general training plan specifies exactly what you are supposed to learn in which year of training. It is your right that this training plan is followed. Your trainer is authorised to issue instructions to you. This means that they instruct you on how you must complete the work. Activities which have nothing to do with your training, however, are not part of this contract. If activities which have nothing to do with your training goal take up a lot of time, you can refuse to do them.

In exceptional cases, adult trainees are permitted to work up to 10 hours each day instead of 8 hours, but only if the overtime is compensated for in the following week. Stricter regulations apply to trainees under the age of 18 under the Youth Employment Protection Act (maximum working time of 40 hours over 5 days). Since learning is the key focus of a traineeship, overtime should usually not be necessary. The smooth functioning of the company should not depend on trainees. This means extra hours may be conducted on a voluntarily basis, however, these extra hours should either be compensated with free time or paid out.

What you earn while training is recorded in the training contract. If a collective agreement applies to your training company, this also governs how much money trainees receive. With the amendment of the German Vocational Training Act in 2019 new rules apply regarding the minimum remuneration of trainees concluding their contracts from 2020 onwards. It stipulates a remuneration that is not below 515 € during the first year of training regardless the profession. If there is no collective agreement, find out how much trainees are earning in other companies in your industry. Your training remuneration should be based on what is normal in the sector and must not be significantly less. The amount due to you rises slightly with each training year. You can find more information on the internet portal of Dr. Azubi: <http://jugend.dgb.de/ausbildung/beratung/dr-azubi> If you have a problem in your company, get in touch with your training company's works council or with the young people and trainee representative (Jugend- und Auszubildendenvertretung (JAV)), if there is one in your company. Alternatively, the union relevant to you, if you are a member, or the Fair Integration advice centre will help you. If you have difficulties at the vocational school, contact a mentor at the school (Vertrauenslehrerin/Vertrauenslehrer). Every vocational school usually has one with whom the students can talk.

Following the probationary period, dismissal of trainees is only possible if trainees do something seriously wrong. An example of this would be repeated unauthorised absence from work or from vocational school or, for instance, theft within the company. The issuing of an ordinary notice of termination within training is not possible. Dismissal is therefore often not justified and can be contested. Please note: This does not apply to the probationary period! Termination without notice is always possible during this time.

If you have further questions, you can contact one of the Fair Integration advice centres:

www.faire-integration.de/en/topic/46.advice-centres.html