



**Amt für Integration und Vielfalt
Kommunales Integrationszentrum (KI)**

Gürzenichstr. 6-16 / Kleine Sandkaul 5, 50667 Köln
Telefon 0221 221-0, Telefax 0221 221-29292
E-Mail KI@stadt-koeln.de
Internet www.stadt-koeln.de

Stadt Köln - Amt für Integration und Vielfalt
Gürzenichstr. 6-16 / Kleine Sandkaul 5, 50667 Köln

Adresse und Kontaktdaten der Erziehungs-
berechtigte bzw. Betreuer /
gesetzlicher Vertreter

KVB Straßenbahn-Linien 1, 5, 7 und 9 sowie Buslinien 106, 132,
133, 250, 260 und 978 bis Haltestelle Heumarkt

Access to the education system (school) for [Name des Kindes]

Dear [Ms/Mr Name],

I would first like to welcome you to Cologne! We wish to inform you about the following:

Please note that all adolescents must attend vocational school (according to Section 38 of the Education Act (SchulG)).

All newly arrived young adolescents (without a school place) must make an appointment with the Kommunales Integrationszentrum (Communal Integration Centre) for consultation and acceptance into the education system. The Kommunales Integrationszentrum will advise adolescents and their parents/legal guardians on the following topics:

- Information about the school and education system
- Advice and registration for international support classes at the Cologne vocational colleges
- Advice and information about offers for German-language support

Please make an appointment with the Kommunales Integrationszentrum by [Das Datum]. To do so, please call the telephone number +49 (0) 221-221-29292 or send an email to ki@stadt-koeln.de. If possible, please come with someone who speaks good German.

**Kommunales Integrationszentrum
Kleine Sandkaul 5
50667 Cologne**

Kind regards,
On behalf of



**Amt für Integration und Vielfalt
Kommunales Integrationszentrum (KI)**

Gürzenichstr. 6-16 / Kleine Sandkaul 5, 50667 Köln
Telefon 0221 221-29292, Telefax 0221 221-29166
E-Mail KI@stadt-koeln.de
Internet www.stadt-koeln.de

Stadt Köln - Amt für Integration und Vielfalt
Gürzenichstr. 6-16 / Kleine Sandkaul 5, 50667 Köln

Adresse der Erziehungs-
berechtigten/Betreuer

KVB Straßenbahn-Linien 1, 5, 7 und 9 sowie Buslinien 106, 132,
133, 250, 260 und 978 bis Haltestelle Heumarkt

Zugang zum Bildungssystem (Schule) für [Name des Kindes]

Dear [Frau/Herr Name],

On [Datum erster Brief], I invited you and [Name des Kindes] to a consultation regarding acceptance into the education system. Unfortunately, you have not yet made an appointment with us.

We therefore urge you to arrange for this with the Kommunales Integrationszentrum (Communal Integration Centre) by [Das Datum]. To do so, please call the telephone number +49 (0) 221-221-29292 or send an email to ki@stadt-koeln.de. If possible, please come with someone who speaks good German.

**Kommunales Integrationszentrum
Kleine Sandkaul 5
50667 Cologne**

Kind regards,
On behalf of



**Amt für Integration und Vielfalt
Kommunales Integrationszentrum (KI)**

Gürzenichstr. 6-16 / Kleine Sandkaul 5, 50667 Köln
Telefon 0221 221-29292, Telefax 0221 221-29166
E-Mail KI@stadt-koeln.de
Internet www.stadt-koeln.de

Stadt Köln - Amt für Integration und Vielfalt
Gürzenichstr. 6-16 / Kleine Sandkaul 5, 50667 Köln

Adresse der Erziehungsberechtig-
ten/Betreuer

KVB Straßenbahn-Linien 1, 5, 7 und 9 sowie Buslinien 106, 132,
133, 250, 260 und 978 bis Haltestelle Heumarkt

Acceptance into the education system (school) for [Name des Kindes]

Dear Ms/Mr Name],

On [Datum erster Brief] and [Datum zweiter Brief], I invited you and [Name of child] to a consultation regarding acceptance into the education system. Unfortunately, you have not yet made an appointment with us.

We therefore urge you to arrange for this with the Kommunales Integrationszentrum (Communal Integration Centre) by [Datum]. To do so, please call the telephone number +49 (0) 221-221-29292 or send an email to ki@stadt-koeln.de. If possible, please come with someone who speaks good German.

If you have not made an appointment with us by [Datum 2 Wochen nach Ausstellung], I will pass on your details to the district government. The district government will then take appropriate action for non-compliance with compulsory education.

**Kommunales Integrationszentrum
Kleine Sandkaul 5
50667 Cologne**

Kind regards,
On behalf of