Welcome to Aalen

Guide for migrants
<table>
<thead>
<tr>
<th>For people with German citizenship: Bürgeramt (Citizens Registration Office)</th>
<th>For people without German citizenship: Amt für Zuwanderung und Flüchtlinge</th>
</tr>
</thead>
</table>
| Marktplatz 30  
73430 Aalen  
Phone: 07361 52-1087  
Email: buergeramt@aalen.de | Marktplatz 30  
73430 Aalen  
Phone: 07361 52-1029  
Email: auslaenderamt@aalen.de |
| **Opening hours**  
Monday: 8:30 - 12:00 / 14:00 - 16:00  
12:00 - 14:00: reserved for appointments booked online  
Tuesday: 8:30 – 12:00 and 14:00 – 16:00  
12:00 – 14:00: reserved for appointments booked online  
Wednesday: 7:30 – 12:00  
Thursday: 8:30 - 12:00 and 14:00 - 17.45, 12:00 - 14:00: reserved for appointments booked online  
Friday: 8:30 - 12:00 | **Opening hours**  
Monday: 8:30 - 12:00 / 14:00- 16:00  
Tuesday: closed  
Wednesday: 7:30 - 12:00  
Thursday: 8:30 - 12:00 and 14:00 - 17.45  
Friday: 8:30 - 12:00  
Telephone availability during opening hours: 07361 52-1029 |
| **An appointment is only possible after prior online appointment**.  
On Wednesday, an appointment can also be made without an appointment, but considerable waiting times are to be expected. Only use this option for matters that cannot be postponed. All necessary documents must be filled out and brought with you to your visit. | **An appointment is only possible after prior online appointment**.  
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**Registration when moving to Aalen:**

Obligation to register: Register with the Citizens’ Registration Office or the Office for Immigration and Refugees within two weeks of moving into your apartment.

Please download the required form for this (pdf-Format) at https://pdf.form-solutions.net/administrationCenter/Form-Solutions/08136088-0001/consent?redirectId=1ac6200b-6f9e-4292-949c-9b1042899e14&releaseCacheId=2eb5db8e-ba88-4004-9d90-f03f2d36124, fill it out on the PC or by hand and bring it signed to the Bürgeramt (Citizens Registration Office) or the Amt für Migration und Flüchtlinge (Office for Migration and Refugees).

Other documents to bring with you:

Identity card, passport or children’s ID card for all persons to be registered. If these documents are not available (e.g. for small children), please bring your birth certificate or family register with you.

Note: On the identity card, the address will be changed. On the passport, the new place of residence is entered.
Further documents for people **without** German citizenship can be found at: https://www.aalen.de/zuwanderung-und-fluechtlinge.3955.htm

**Spy card**  
https://www.aalen.de/spionkarte.129738.25.htm

What?  
- Discounts at numerous Aalen providers, to name a few:  
  - music school lessons  
  - in indoor and outdoor pools  
  - in the courses offered by the Volkshochschule Aalen  
  - for childcare and holiday offers for schoolchildren  
  - at swimming lessons  
  - in Explorhino  
  - and numerous other cultural and sporting activities.
- Entry fees and other fees are reduced with 35 % by presenting a spy card. Some offers are even free when using the spy card, such as the city library, the city museums and the Aalen city tours.

Who?  
- Families and single parents with minimum 4 children  
- People with a severe disability, starting from 70 GdB  
- Students and trainees up to 25 years of age  
- Residents of Aalen

Application  
The spy card can be applied for in the Bürgeramt (Citizens Registration Office) in Aalen town hall as well as in the local administrations and district offices of the city of Aalen.  
Authorized citizens living in Essingen can only apply for the spy card at the Bürgeramt (Citizens Registration Office) in Essingen.  
A digital application is currently not possible. The application in PDF format for pre-filling can be found here: Download: Application for Spy Card

**Childcare places**

https://www.aalen.de/staedtische-kitas.148945.25.htm  
https://www.aalen.de/kinderbetreuung.1104.25.htm

Aalen  
Städtische Kindertageseinrichtungen (City day care centers)  
Phone: 07361 52-1249  
Fax: 07361 52-1919  
E-Mail: amt-fuer-soziales@aalen.de

**Steps to your dream setup**
- **Inform:** What childcare options are there in your area? What suits you and your child?
- **Register/Log in:** A one-time registration is the prerequisite for being able to make space requests.
- **Make a space request:** make a non-binding request at the day-care center of your choice, up to 3 desired choices for facilities are possible.
- **Reservation/offer of space:** the desired facility can now make an offer of space, provided there is free capacity.

**Acceptance by the parents**
Confirmation of the space offer via PC, tablet or smartphone. The offered place is now bindingly confirmed by both sides.

Contact person: Amt für Soziales, Jugend und Familie (Office for Social Affairs, Youth and Family)
Amt für Soziales, Jugend und Familie
Nicole Abele
Marktplatz 30
73430 Aalen
Ph.: 07361 52-1253
Email: kitavormerkung@aalen.de
Office hours
Monday to Friday: 8.30 - 11.45
Monday: 14.00 - 16.00
Thursday: 15.00 - 18.00

**Youth clubs:**

Haus der Jugend (Youth House)
Youth club WeststadtZentrum
Youth club Wasseralfingen
Neighborhood center in WeststadtZentrum
Open youth club Dorfhaus Reichenbach
Open youth club Dewangen
Open youth club Ebnat
Open youth club Fachsenfeld
Schubart-Jugendherberge Aalen
Stadtjugendring (City Hall Youth Council) Aalen e. V.
Streetwork / Mobile youth work
Meeting club Rötenberg

**Emergency services**

- Emergency doctor / Fire brigade: 112
  (for life-threatening emergencies)
- Police: 110
- Ambulance: 19222
- Pharmacy emergency service:
  Daily plans: http://www.lak-bw.notdienst-portal.de/?seite=7&suchbegriff=73430
- Women’s shelters Aalen: 0174-4365897
- Women’s and children’s protection facility in the Ostalb district – Women house in Schwäbisch Gmünd: 07171-2426
- Frauen helfen Frauen e.V. Schwäbisch Gmünd: 07171-39977

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**Counseling centers / Counseling offers**

**Integration management**
The integration managers support refugees with a residence permit in Germany with the integration. The focus of the whole thing is helping people to help themselves.

Rathaus (City Hall)
Marktplatz 30
73430 Aalen
Ground Floor / Room 23

<table>
<thead>
<tr>
<th>Juliane Hoffmann</th>
<th>Anna Linda Wächter</th>
<th>Amruta Kane</th>
</tr>
</thead>
<tbody>
<tr>
<td>Refugee officer (she, her)</td>
<td>Integration manager (she, her)</td>
<td>Integration manager (she, her)</td>
</tr>
<tr>
<td>Phone 52-1074</td>
<td>Phone 07361 52-1024</td>
<td>Phone 07361 52-1023</td>
</tr>
<tr>
<td>Mobile: 0162 103 08 47</td>
<td>Mobile: 0162 102 50 86</td>
<td>Mobile: 0174 369 10 28</td>
</tr>
<tr>
<td>Email: <a href="mailto:fluechtinge@aalen.de">fluechtinge@aalen.de</a></td>
<td>Email: <a href="mailto:analinda.waechter@aalen.de">analinda.waechter@aalen.de</a></td>
<td>Email: <a href="mailto:amruta.kane@aalen.de">amruta.kane@aalen.de</a></td>
</tr>
</tbody>
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**Wirtschaftszentrum (Business center)**
Department of Labor Market & Migration
In Wirtschaftszentrum (WiZ) there is a counseling service with a focus on training, further education and work. The offer is aimed at people with a migration background.

Ulmer Straße 124
im Wi.Z / 3rd floor / Room 8
73431 Aalen
Phone: 07361 3600-751

<table>
<thead>
<tr>
<th>Muammer Ermis</th>
<th>Julia Wilhelm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mobile: 0162 292 79 76</td>
<td>Mobile: 0162 292 78 75</td>
</tr>
<tr>
<td>Email: muamмер<a href="mailto:.ermis@aalen.de">.ermis@aalen.de</a></td>
<td>Email: <a href="mailto:julia.wilhelm@aalen.de">julia.wilhelm@aalen.de</a></td>
</tr>
</tbody>
</table>

**Welcome-Center**
Counseling services for international students and international professionals
https://www.welcome-center-ostwuerttemberg.de/
Begegnungs-Café (Meeting Cafe)
Matthias Fuchs
Mobile: 01621030594
Email: matthias.fuchs@aalen.de

Migration advice centers

Caritas Ost-Württemberg

Youth migration service Ostalbkreis
https://www.jugendmigrationsdienste.de/jmd/ostalbkreis

Youth Career Assistance Campaign Ostwürttemberg (AJO) e.V.
https://www.ajoev.de/

DRK Aalen
https://www.drk-aalen.de/angebote/integration/freundeskreis-asyl.html

Diakonia
https://www.kb-aalen-evangelisch.de/arbeitsbereiche/diakonie

Organizations that offer German courses

<table>
<thead>
<tr>
<th>Volkshochschule Aalen</th>
<th>DAA</th>
<th>Donner &amp; Partner (Kurse für Unternehmen)</th>
<th>DRK-KV Aalen e.V.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gmünder Straße 9</td>
<td>Ulmer Straße 126</td>
<td>Robert-Bosch-Str. 33</td>
<td>Bischof-Fischer-Str. 119-121</td>
</tr>
<tr>
<td>73430 Aalen</td>
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<td>73431 Aalen</td>
<td>73430 Aalen</td>
</tr>
<tr>
<td>Phone: 07361/95830</td>
<td>Phone: 07361/4906026</td>
<td>Phone: 07361/3764816</td>
<td>Phone: 07361/9510</td>
</tr>
</tbody>
</table>
Garbage


Housing

https://wohnungsbau-aalen.de/
Phone: 0736195750
Email: info@wohnungsbau-aalen.de
Opening hours:
Monday – Wednesday: 8:30 - 17:00
Thursday: 8:30 - 18:00
Friday: 8:30 - 12:00