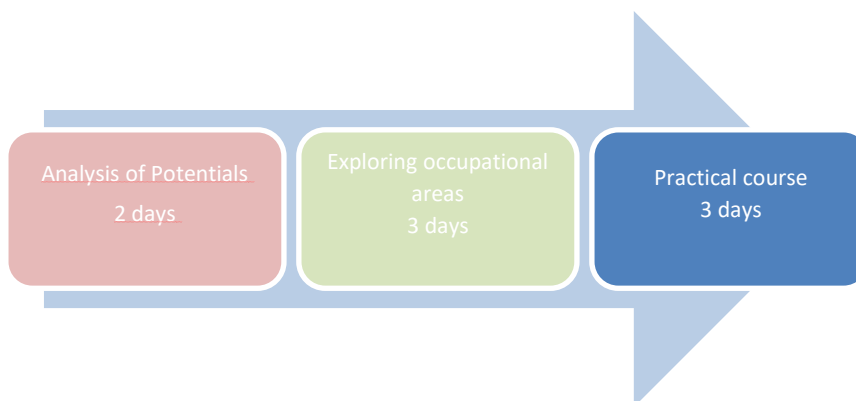


No Final Exams without Continuation: Information for Parents ‘KAoA-kompakt‘

Dear Parents, Dear Legal Guardians,

It is very important to select the most suitable vocational training and study course as well as making the correct decision about choosing a career that is right for your child such that he/she will be able to provide for themselves and establish a secure future. The vocational and study orientation is a fixed part of teaching in schools in North-Rhine-Westphalia, within the scope of the country's initiative "Kein Abschluss ohne Anschluss" (No final exams without continuation - KAoA). The transition from school to job is systematically improved by schools in North-Rhine-Westphalia by involving ministries, communities, economy, trade unions, and Bundesagentur für Arbeit (*Federal Labour Office*) (more information: "Explanatory film KAoA" (www.berufsorientierung-nrw.de)).

Young adults, who have come to Germany recently, will be educated at vocational colleges within the scope of international support classes or participate in Year 10 at a general mainstream school, and can take part in the 'KAoA-kompakt' project. This measure supports young people in selecting a training course or study course and consists of the following components that take place during this school year:



Prior to and following each component the school will give you any advice that you may need. This consultation represents a fixed part of the KAoA-programme and is offered by the educational institution which carries out the analysis of potentials, explores the occupational fields and executes the practical course.

The analysis of potentials is the first component in the process of selecting a career for your child and will inform you about his/her strengths and development opportunities. It will facilitate him/her to explore suitable occupational areas and find an internship during the course of this career orientation.

While exploring occupational fields and during your practical work course, your child's strengths and potential will be monitored. The result of these observations will be disclosed to the young

people and thus support them in their decision which career might be of interest to them and what kind of training they are planning to take.

At school, the observation results are exclusively used during discussions to support the young students in their process of finding a career. This data will not be saved or passed on to others and will not be used for other purposes.

Furthermore, the results will neither influence their marks, nor their status of residency.

It is possible, in individual cases that employees from the communal coordination office or school authority may want to carry out ad hoc visits. These visits only take place to ascertain the quality of the KAoA-programme. They will only check how the educational institution implements the measures. Upon previous announcement, scientific personnel may also visit in individual cases to evaluate the KAoA measures. It is, however, ascertained that these employees will not raise any person-related data of the young people participating.

So that the responsible bodies can invoice the measures, lists of signatures will be prepared, where the young people will have to enter their family name, first name, gender, and date of birth. The responsible bodies are only allowed to use the saved data exclusively for settling the costs with the Landes-Gewerbeförderungsstelle des nordrhein-westfälischen Handwerks e.V. (LGH). Once the invoices have been settled, the responsible body will not save any of the students' person-related data.

The data can only be raised by the sponsor provided your child agrees. This consent can be revoked at any time must, however, be explained to the school. If young people do not consent, they will take part in another vocational programme.