



School/education and work

Vocational and career guidance

Berufsinformationszentrum BIZ [BIZ Job Information Centre]

Rosentalstrasse 17

CH-4058 Basel

Phone [+41 61 267 86 82](tel:+41612678682)

biz@bs.ch

www.biz.bs.ch → Beratung → Beratungsstellen → Berufs- Studien- und Laufbahnberatung → Berufsinformationszentrum BIZ

The career guidance office at the *Berufsinformationszentrum BIZ* offers advice and information to adolescents and adults in all matters regarding career choice and career planning.

Career choice: Choosing a profession is an important decision. To ensure a successful start to their academic and professional careers, we inform and advise young adults and their parents on all questions relating to vocational training, choice of school and university degree as well as subsequent career options.

Career: Employment preferences and working environments are changing. We inform and advise adults on subjects including personal career, self-assessment and reorientation, basic and continuing education, university courses, return to work and vocational qualifications for adults.

The *BIZ Infothek* has a range of information on professions, basic and continuing education and university courses. Short guidance sessions are available without prior registration during the opening hours (Mon - Wed 1 - 5 p.m.)

On top of this, individual guidance sessions can be booked online. www.mb.bs.ch → Beratung → Beratungsstellen → Berufs- Studien- und Laufbahnberatung [Advice → Information centres → Vocational, educational and career guidance]

University and university of applied sciences

University

The University of Basel offers attractive, high-quality programmes of study at the bachelor, master and PhD levels.

With students benefiting from excellent tutoring and supervisory services, the supportive academic environment attracts students from Switzerland and all over the world.

Many course programmes at the University of Basel are of an interdisciplinary nature and follow the university's priority fields.

www.unibas.ch → Studies

University of Applied Sciences and Arts Northwestern Switzerland (FHNW)

FHNW is one of Switzerland's leading universities of applied sciences. Taking an innovative and practice-driven approach, its nine schools are active in the fields of teaching, research, continuing education and

service provision. Thanks to its broad range of degree courses, practical relevance, innovative and application-based research as well as its global network, FHNW is an attractive and diverse educational institution located in northwestern Switzerland.

www.fhnw.ch

Student advisory service

Basel's student advisory service [*Studienberatung Basel*] is available to all school leavers and baccalaureate school students in Basel-Stadt as well as all prospective and current students of the University of Basel.

Aside from offering information and support for personal choices of degree courses and professions, the service also covers subjects such as degree planning, choice of master degree, problems at university such as learning and working techniques, decision conflicts, career entry and continuing education. In addition, the student advisory service offers undergraduates, graduates and postgraduates psychological counselling in the event of personal or psychological problems. All consultations are confidential, independent and free of charge.

Basel's student advisory service also manages an open access library [*Infothek*] which offers a broad range of information on all aspects of choice of degree course, university studies and professions. As a public resource, the *Infothek* is open to everyone and organises a range of information events.

www.unibas.ch/en/Studies/Advice.html

Scholarships

The Canton of Basel-Stadt provides subsidies [*Ausbildungsbeiträge*] to individuals who, subsequent to completing mandatory schooling (after 12th grade), are not in a position to fully finance their preferred school, vocational or academic education either with their parents' assistance or from their own resources.

Basel-Stadt has established scholarships and loans as an integral part of its education policy to improve equal opportunities in the education system. This policy also helps the city make better use of society's educational potential. The scholarships and loans offered by the Canton of Basel-Stadt support residents in adverse financial circumstances and ensure that they, and their children, have access to education and training that matches their abilities.

www.hochschulen.bs.ch → Über uns → Organisation und Team → Amt für Ausbildungsbeiträge [About us → Organisation and team → Educational grant office]

Recognition of foreign educational qualifications

The first port of call for general questions regarding the recognition of foreign educational qualifications and certificates is the SERI contact point:

Staatssekretariat für Bildung, Forschung und Innovation (SBFI) [State Secretariat for Education, Research and Innovation (SERI)]

Recognition of vocational qualifications - contact point

Einsteinstrasse 2

CH-3003 Bern

Phone +41 58 462 28 26

contactpoint@sbfi.admin.ch

www.sbf.admin.ch → Education → Recognition of Foreign Qualifications

Other recognition authorities

Healthcare and education professions, school leaving certificates and university degrees are not assessed by SERI. These areas are handled by the institutions below, which can be contacted directly in the respective cases. If you are not sure which authority to contact, get in touch with SERI.

Healthcare professions	Bundesamt für Gesundheit, MEBEKO, 3003 Bern, Tel. +41 (0)58 462 94 83, www.bag.admin.ch → Topics → Health professions → Foreign diplomas of health professions
Non-university healthcare professions	Schweizerisches Rotes Kreuz SRK, Berufsbildung / Anerkennung Ausbildungsabschlüsse, 3084 Wabern, Tel. +41 (0)58 400 45 75, www.redcross.ch → Our services → Healthcare professions: recognition and registration
Education professions	Schweizerische Konferenz der kantonalen Erziehungsdirektoren EDK, Generalsekretariat, Haus der Kantone, Speichergasse 6, Postfach, CH-3001 Bern 7, Tel. +41 (0)31 309 51 11, www.edk.ch → Themen → Diplomanerkennung
School leaving certificates	For university admissions, please contact the universities directly
University degrees	Swissuniversities, Effingerstrasse 15, Postfach, CH-3001 Bern 1, Tel. +41 (0)31 335 07 32, www.swissuniversities.ch

Gap year programmes

Detailed information: www.zba-basel.ch → Brückenangebote [gap year programmes]

Registration and target groups: www.zba-basel.ch → Anmeldung [Registration]

As the name implies, gap year programmes bridge the gap between school and work. Adolescents and young adults who have completed mandatory schooling but are not enrolled in vocational education or training, or are unsure which direction to take, can take advantage of the needs-based courses offered by the *Zentrum für Brückenangebote (ZBA)* to prepare for entry into professional education.

The programmes are open to adolescents who have completed mandatory schooling in Switzerland or have recently moved to Switzerland and are under the age of 25 (course must start before the 25th birthday).

Courses run for one or, at most, two years and start after the end of the school holidays in August.

Zentrum für Brückenangebote [Gap Year Programme Office]

RektoratVerwaltung
Rosentalstrasse 17
CH-4005 Basel
Phone +41 61 267 58 00
www.zba-basel.ch

Work

Looking for work

In Switzerland, jobs are advertised on various websites (specialised job placement services, trade associations, directly by companies), by employment agencies and in the daily newspapers. Since jobs are also commonly advertised on *Headhunter*, it is advisable to keep your social media profile up to date. Common job search sites in Switzerland are *LinkedIn*, www.linkedin.ch and Xing. www.xing.com. Your cantonal Office for Economy and Labour will help you with any work-related questions as well as any permits you may require. The office also provides support in the event of unemployment.

Further details regarding services and contact persons at the Office for Economy and Labour of the Canton of Basel-Stadt are available on its trilingual website: www.awa.bs.ch/en.html. Are you thinking of working in another European country? Contact our EURES consultants at www.arbeit.swiss/secoalv/en/, in the Basel region also at www.eures-t-oberrhein.eu.

Amt für Wirtschaft und Arbeit (AWA)

**[Department of Economic, Social and Environmental Affairs
Office for Economy and Labour]**

Utengasse 36
CH-4005 Basel
Phone [+41 61 267 50 00](tel:+41612675000)
www.awa.bs.ch

Voluntary work

GGG Benevol provides advisory and placement services to people who are interested in voluntary work. The agency works with approx. 200 organisations, associations and initiatives in the Basel region.

GGG Benevol

Kompetenzzentrum für Freiwilligenarbeit [Volunteer Centre]

Marktgassee 6
CH-4051 Basel
Phone [+41 61 261 74 24](tel:+41612617424)
info@ggg-benevol.ch
www.ggg-benevol.ch

Economic development

Office for Economy and Labour, Economic Development & Companies

www.awa.bs.ch → Economic Development & Companies

Basel AREA, www.baselarea.swiss

Netzwerk-Basel, www.netzwerk-basel.ch

SME portal for small and medium-sized enterprises, www.kmu.admin.ch

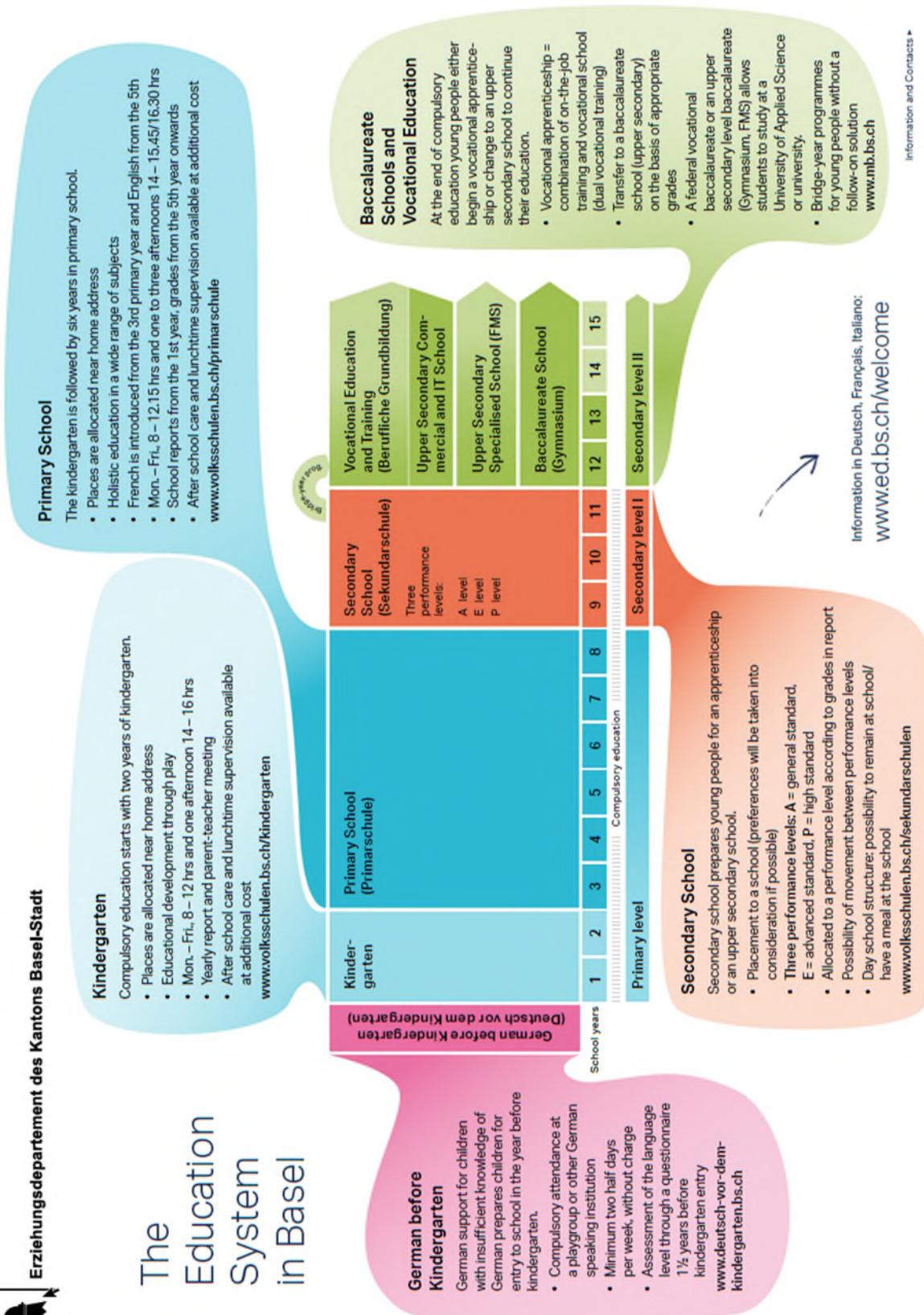
Handelskammer beider Basel [chamber of commerce of Basel-Stadt and Baselland], www.hkbb.ch

Gewerbeverband Basel-Stadt [trade association], www.gewerbe-basel.ch

INFOBEST (information on cross-border affairs involving Germany, France and Switzerland),
www.infobest.eu

Regio Basiliensis, www.regbas.ch

The Education System in Basel





Erziehungsdepartement des Kantons Basel-Stadt

Information and Contacts

Information Events

- Parents will be regularly invited to information events.
- Yearly information evenings about kindergarten, primary school, secondary school and after school care
 - Further one-off events according to the individual schools or years
 - Information is often available in different languages
www.volksschulen.bs.ch
www.tagesstrukturen.bs.ch
www.mb.bs.ch (Upper secondary schools and vocational education)

School registration for children newly moved to the area

- Kindergarten, Primary School and Secondary School: Personal registration after making appointment by phone. Please contact the offices listed on the right.
 - FMS (Upper Secondary Specialised School) and Gymnasium (Baccalaureate Schools): Register directly at the school (telephone first for appointment)
- Bring with you:**
- Official identification document of the child and one parent
 - Family book, if available
 - Permanent residence permit or residence permit related to the parents and child
 - School reports, if available

Information in Deutsch, Français, Italiano:
www.ed.bs.ch/welcome



<p>0–4 years (or until school-age) Day-centres and Family day-care providers</p>	<p>Office for daycare-centres Freie Strasse 35, Postfach, 4001 Basel 061 267 46 14 vermittlung.tagesbetreuung@bs.ch www.tagesbetreuung.bs.ch</p> <p>Office for family day-care providers Freie Strasse 35, Postfach, 4001 Basel 061 260 20 60, info@tagesfamilien.org www.tagesfamilien.org</p>	<p>Contact point day-care Riehen Wettsteinstrasse 1, 4125 Riehen 061 646 82 56 www.riehen.ch</p>
<p>2–4 years Playgroups</p>	<p>Contact Point for Playgroups Basel Freie Strasse 35, 4001 Basel 061 690 26 96, info@fks-bs.ch www.fks-bs.ch</p>	<p>Contact Point Day-care Riehen Wettsteinstrasse 1, 4125 Riehen 061 646 82 56 www.riehen.ch</p>
<p>4–6 years Kindergarten Including after day care</p>	<p>Compulsory Schools (Volksschulen) Kohlenberg 27, 4001 Basel 061 267 54 60, volksschulen@bs.ch www.volksschulen.bs.ch</p>	<p>Local Schools Bettingen and Riehen Erlensträsschen 10, 4125 Riehen 061 208 60 00, leitung.gemeindeschulen@riehen.ch www.riehen.ch</p>
<p>6–12 years Primary School Including after day care</p>	<p>Compulsory Schools (Volksschulen) Kohlenberg 27, 4001 Basel 061 267 54 60, volksschulen@bs.ch www.volksschulen.bs.ch</p>	<p>Local Schools Bettingen and Riehen Erlensträsschen 10, 4125 Riehen 061 208 60 00, leitung.gemeindeschulen@riehen.ch www.riehen.ch</p>
<p>12–15 years Secondary School Including after day care</p>	<p>Compulsory Schools (Volksschulen) Kohlenberg 27, 4001 Basel 061 267 54 60, volksschulen@bs.ch www.volksschulen.bs.ch</p>	<p>Career Guidance (Berufsberatung) Rosentalstrasse 17, 4058 Basel 061 267 86 82, berufsberatung@bs.ch www.berufsberatung.bs.ch</p>
<p>From 15 years</p>	<p>Career Guidance (Berufsberatung) Rosentalstrasse 17, 4058 Basel 061 267 86 82, berufsberatung@bs.ch www.berufsberatung.bs.ch</p> <p>Vocational Education (Berufsbildung) Mittelschulen und Berufsbildung Leimenstrasse 1, 4001 Basel 061 267 84 07, mb@bs.ch www.berufsbildung.bs.ch</p>	<p>Upper Secondary Specialised School Basel (FMS) Engelgasse 120, 4052 Basel 061 208 60 80, fms@bs.ch www.fmsbasel.ch</p> <p>Baccalaureate Schools (Gymnasien) Mittelschulen und Berufsbildung Leimenstrasse 1, 4001 Basel 061 267 62 94, mb@bs.ch www.gymnasium.bs.ch</p>