

Application Process

1. Fill out the online form on our homepage: freiwilligendienste-rlp.de

Please include: valid visa, work permit, certificate, language certificate (B1), resume.

2. Your application will be reviewed by us.

3. A placement proposal will be sent via email.

Schedule a trial day with the mentioned placement. This is your opportunity to get to know the placement.

4. After a successful trial day, the placement will send the acceptance form. You will have signed it, if you want to start working there. The document will be sent to: fwd-verwaltung@lv-rlp.drk.de.

5. Then we will create your contracts, with which you can extend your visa/work permit at your local registration office.



Contract Creation Process

1. You will be sent three copies of your contract.

All contracts must be signed by you and the placement site. One contract is for you, one for the placement, and one must be sent back to us by mail with the completed data sheet to:

DRK Landesverband RLP e.V.
Freiwilligendienste
Mitternachtsgasse 4
55116 Mainz

2. Fill out the online data sheet via [Freiwillig24](https://Freiwillig24.de):

Bank account details (German account)
Health insurance (you must choose a public health insurance provider and register yourself; the host organization will cover the costs)
Tax identification number (you can obtain it from the tax office)
Social security number (you receive it from your health insurance provider)
Data protection declaration
If applicable: copy of your visa or residence permit with the work authorization for FSJ/BFD

Note:

Applications can only be processed with a valid visa and work permit. The contract is only valid in conjunction with both documents.

You are obliged to present an extended version of your visa without being asked, at any time af-



Our Homepage:
freiwilligendienste-rlp.de



Note

Extended Certificate of Good Conduct: The placement can provide you with a form to apply for this at your registration office.

Vaccinations: The placement may require certain vaccinations (the costs are covered by the placement).

Health Check: The placement may require a health check (the costs are covered by the placement).