

**Educational  
guidance and  
career counselling  
for people with  
migration  
background**

[www.provinz.bz.it/berufsberatung](http://www.provinz.bz.it/berufsberatung)

40.2 – Office of Educational Guidance and Career Counselling



**Imprint:**

Autonomous Province of Bolzano – South Tyrol  
Department 40 – Bildungsförderung (Educational support)  
Office of Educational Guidance and Career Counselling

Provincia Autonoma di Bolzano – Alto Adige  
Ripartizione 40 – Diritto allo studio  
Ufficio Orientamento scolastico e professionale

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## School system in Italy (South Tyrol)

**Compulsory schooling:** 10 years of attending school until the age of 16

**Right to education / compulsory education:** Adolescents are obligated to pursue an education until the age of 18 or until having obtained at least a triennial qualification. A permit of residence is not necessary in order to frequent school.

**School inscription:** The application deadline for the upcoming school year is February 15. Adolescents arriving in South Tyrol after the application deadline are obligated to enroll at a school as soon as possible.

### Languages of instruction:

- Schools with German as a language of instruction
- Schools with Italian as a language of instruction
- Schools in Ladin valleys (German, Italian and Ladin as languages of instruction)

Course programs and contents may slightly vary in schools with different languages of instruction.

Sometimes only one of the above-mentioned schools is represented in a community.

Compulsory Education	5th year	Grammar school 5 years (some Italian schools: 4 years)	Technical school 5 years (sometimes 4 years- only in Italian language)	Istituti professionali 5 years (only in Italian language)	5th year of education (Matura)	5th year of education (only in German)
	4th year				Vocational school 3 to 4 years	Apprenticeship 3 to 4 years (minimum age: 15)
	3rd year					
Compulsory Schooling (10 years)	2nd year	Lower secondary school 3 years (age: approx. 11-14 years)				
	1st year					
	Nursery school from the age of approx. 3 years – voluntary attendance – fee-based					

## Grammar school

Duration: 5 years

Degree: final state exam (Matura)

- General education
- Wide range of theoretical courses
- Not a form of vocational education
- Preparation for pursuing a post school education, e.g. university

[Grammar schools](#) differ in their subject orientation:

- Classic Lyceum
- Arts' Lyceum
- Scientific Lyceum
- Social Sciences' Lyceum
- Languages' Lyceum

## Technical school

Duration: 5 years

Degree: final state exam (Matura)

- Biennium (1<sup>st</sup> and 2<sup>nd</sup> year): mainly general education subjects
- Triennium: mainly subjects specific to school type and professional orientation
- Combination of theory and practical experience
- Preparation for entering the working world or a post school education, e. g. university

There are two types of technical schools with different subject orientations:

[Technical schools with economic orientation](#)

[Technical schools with technical orientation](#)

## Vocational Education

- Main focus lies on practical training
- Preparation for entering the working force (qualification for a profession) in following sectors:
  - Crafts and technology
  - Arts and craft
  - Fashion and beauty care
  - Hospitality and food industry
  - Commerce and administration
  - Agriculture and domestic management
  - Social affairs
  - Graphic design and print

### „Istruzione professionale“ (only in Italian language)

Duration: 5 years

Degree: final state exam

- Combination of theory and practical experience
- Subjects specific to school type and professional orientation (already beginning in first year)
- Mainly preparation for entering working world but also for post school education, e. g. university

Field of orientation:

- Istituto Professionale settore Servizi (commerciali e socio-sanitari)
- Istituto Professionale settore Manutenzione e Assistenza Tecnica

### Vocational school

Duration: 3 to 4 years

Full-time education

Degree:

- *Triennial vocational school*: professional qualification with the option of continuing for an additional 4<sup>th</sup> and 5<sup>th</sup> year (title of degree: final state exam-Matura)
- *Quadrennial vocational school*: Vocational diploma with the option of continuing for an additional 5<sup>th</sup> year (title of degree: final state exam - Matura)

To enter the 5<sup>th</sup> year one must pass an admission exam.

### Apprenticeship

Duration: 3 to 4 years

Degree: apprenticeship diploma

- Dual Education (school attendance and working experience)
- Requirements: Lower secondary school diploma  
Minimum age of 15 years and maximum age of 25  
Apprenticeship position acquired on own initiative
- School attendance is either once a week or approx. 10 weeks spread over the course of one school year, depending on the position of apprenticeship
- In some cases, a continuation to the final state exam (Matura) is possible, but only in German schools.

To enter the 5<sup>th</sup> year one must pass an admission exam.

For more detailed information contact the Office of Educational Guidance and Career Counselling (Address on page 7).

## University education in Italy

### Requirements for admission:

- Scholastic degree (minimum of 12 years of education) which must entitle student in country of provenance to enter university
- Certified translation of diploma (can be requested at district court)
- „Declaration of equivalent value“ („dichiarazione di valore“): confirms legal validity of degree and must be requested at the Italian consulate or the Italian embassy in the country of provenance
- Those still domiciled abroad must enroll at a university through the Italian consulate or the Italian embassy in their respective country of provenance.
- Additional exams and/or language certificates may be requested from the university.
- Depending on the respective course of study and university, requirements for admission may vary, e. g. admission examination (further information provided by each university).

## Educational guidance and career counselling

[www.provinz.bz.it/berufsberatung](http://www.provinz.bz.it/berufsberatung)

The Office of Educational Guidance and Career Counselling (Amt für Ausbildungs- und Berufsberatung) offers orientation and information regarding schools, education, studies and professions for adolescents and adults.

Consultations are gratuitous, an appointment must be arranged by telephone or [online](#).

### **Bolzano**

State house 7 – Via Andreas Hofer, 18

Tel. 0471 / 41 33 50 / 51

Mon.- Wed.: 9.00 – 12.00 am, 14.30 - 16.00 pm

Thur.: 8.30 – 13.00 am, 14.00 – 17.30 pm

Friday: 9.00 – 12.00 am

[berufsberatung.bozen@provinz.bz.it](mailto:berufsberatung.bozen@provinz.bz.it)

### **Bressanone**

Villa Adele – Viale Ratisbona, 18

Tel. 0472 / 82 12 81

Wednesday: 9.00 – 12.00 am, 14.30 – 16.30 pm

[berufsberatung.brixen@provinz.bz.it](mailto:berufsberatung.brixen@provinz.bz.it)

### **San Martin de Tor/San Martino**

Picolin/Piccolino, 22

Tel. 0474 / 52 40 87

Wednesday: 9.00 – 12.00 am

[berufsberatung.pikolein@provinz.bz.it](mailto:berufsberatung.pikolein@provinz.bz.it)

### **Brunico**

Piazza Municipio, 10

Tel. 0474 / 58 23 81

Monday and Thursday.: 9.00 – 12.00 am, 14.30

– 16.30 pm

[berufsberatung.bruneck@provinz.bz.it](mailto:berufsberatung.bruneck@provinz.bz.it)

### **Silandro**

Castello Silandro

Tel. 0473 / 73 61 80

Wednesday: 9.00 – 12.00 am, 14.30 – 16.30 pm

[berufsberatung.schlanders@provinz.bz.it](mailto:berufsberatung.schlanders@provinz.bz.it)

### **Malles**

Via Mercato, 4

Tel. 0473 / 83 02 46

Monday: 10.00 – 12.00 am

[berufsberatung.mals@provinz.bz.it](mailto:berufsberatung.mals@provinz.bz.it)

### **Sëlva/Selva**

Via Nives, 14

Tel. 0471 / 794192

Monday: 10.00 – 12.00 am

[berufsberatung.wolkenstein@provinz.bz.it](mailto:berufsberatung.wolkenstein@provinz.bz.it)

### **Merano**

Palazzo Esplanade – Piazza della Rena, 10

Tel. 0473 / 25 22 70

Wednesday: 9.00 – 12.00 am, 14.30 – 16.30 pm

[berufsberatung.meran@provinz.bz.it](mailto:berufsberatung.meran@provinz.bz.it)

### **Vipiteno**

Via Stazione 2/E

Tel. 0472 / 72 91 80

Monday: 9.00 – 11.00 am

[berufsberatung.sterzing@provinz.bz.it](mailto:berufsberatung.sterzing@provinz.bz.it)

### **Egna**

Piazza Franz Bonatti, 2/3

Tel. 0471 / 82 41 50 or 0471 / 41 33 51

Wednesday: 9.00 – 12.00 am

[berufsberatung.neumarkt@provinz.bz.it](mailto:berufsberatung.neumarkt@provinz.bz.it)



## Language Centers

<http://www.provincia.bz.it/bildung-sprache/didaktik-beratung/sprachenzentren-centri-linguistici.asp>

[Language centers](#) counsel and support nursery schools and schools during the process of integration of children and adolescents with migration background. Additionally, language centers counsel and support families with migration background regarding scholastic topics and, if necessary, work with intercultural mediators.

### **Bolzano**

Via Amba Alagi, 10  
Tel. 0471 / 41 76 76

### **Merano**

Piazza della Rena, 10  
Tel. 0473 / 25 22 38

### **Bressanone**

Via Fienili, 8b  
Tel. 0472 / 80 10 22

### **Brunico**

Piazza Municipio, 10  
Tel.: 0474 / 58 01 86

### **Silandro**

Via Protzen, 8/a  
Tel. 0473 / 73 25 14

## Educational support

[www.provinz.bz.it/bildungsfoerderung](http://www.provinz.bz.it/bildungsfoerderung)

**For pupils in primary, lower secondary and upper secondary school as well as pupils in vocational school:** e. g. financial student aid, school transport, school canteen...

### **Amt für Schulfürsorge**

39100 Bolzano, Via Andreas-Hofer 18 – 2<sup>nd</sup> floor

Tel. 0471 / 41 33 40

[www.provinz.bz.it/bildung-sprache/bildungsfoerderung/foerdermassnahmen-schueler.asp](http://www.provinz.bz.it/bildung-sprache/bildungsfoerderung/foerdermassnahmen-schueler.asp)

**For students at universities in South Tyrol and abroad:** e. g. financial student aid, placement in a student home (South Tyrol), refund of college tuitions...

### **Amt für Hochschulförderung**

39100 Bolzano, Via Andreas-Hofer, 18 – 2<sup>nd</sup> floor

Tel. 0471 / 41 29 40/41

[www.provinz.bz.it/bildung-sprache/bildungsfoerderung/foerdermassnahmen-studierende.asp](http://www.provinz.bz.it/bildung-sprache/bildungsfoerderung/foerdermassnahmen-studierende.asp)

# Recognition of degrees and professional qualifications

## Recognition of school degrees:

Deutsche Bildungsdirektion  
[Amt für das Lehrpersonal \(Office for teacher personnel\)](#)  
39100 Bozen, Via Amba Alagi, 10  
Tel. 0471 / 41 75 77  
[www.provinz.bz.it/bildung-sprache/dienstleistungen.asp](http://www.provinz.bz.it/bildung-sprache/dienstleistungen.asp)

Direzione Istruzione e formazione italiana  
[Ufficio Progettualità scolastica](#)  
39100 Bolzano, "Edificio Plaza"- Via del Ronco, 2  
Tel. 0471 / 41 14 00  
[www.provincia.bz.it/intendenza-scolastica](http://www.provincia.bz.it/intendenza-scolastica)

## Recognition of academic degrees and honorary titles

[Studieninformation Südtirol](#)  
39100 Bolzano, Via Andreas Hofer, 18 – 2<sup>nd</sup> floor  
Tel. 0471 / 41 33 01/07  
[www.provinz.bz.it/bildung-sprache/ausbildungs-studien-berufsberatung/beratung/studieninfo](http://www.provinz.bz.it/bildung-sprache/ausbildungs-studien-berufsberatung/beratung/studieninfo)

## Recognition of academic degrees and honorary titles in the health-care sector

[Amt für Gesundheitsordnung](#)  
39100 Bolzano, Via Canonico Michael Gamper, 1  
Tel. 0471 / 41 81 40  
[www.provinz.bz.it/gesundheit](http://www.provinz.bz.it/gesundheit)

## Recognition of various professions in craft, commerce and service

[Amt für Handwerk und Gewerbegebiete](#)  
39100 Bolzano, State house 5, Via Raiffeisen, 5  
Tel. 0471 / 41 36 49  
[www.provinz.bz.it/arbeit-wirtschaft/wirtschaft/erkennung-befaeigungsnachweise](http://www.provinz.bz.it/arbeit-wirtschaft/wirtschaft/erkennung-befaeigungsnachweise)

## Recognition of apprenticeship diploma

[Amt für Lehrlingswesen und Meisterausbildung](#)  
39100 Bolzano, Via Dante, 11  
Tel. 0471 / 41 69 91  
[www.provinz.bz.it/berufsbildung](http://www.provinz.bz.it/berufsbildung)