

# Civic integration contract

## BETWEEN:

- 1) **Het extern verzelfstandigd Agentschap Integratie en Inburgering**<sup>1</sup>, vertegenwoordigd door Jo de Ro, algemeen directeur;
- 2) **Atlas, Integratie en inburgering Antwerpen**<sup>2</sup>, vertegenwoordigd door [NAAM], [FUNCTIE];
- 3) **Amal, Integratie en Inburgering Gent**<sup>3</sup>, vertegenwoordigd door [NAAM], [FUNCTIE];

## EN:

- 4) **[NAAM INBURGERAAR] [VOORNAAM INBURGERAAR]**, met woonplaats te [ADRES INBURGERAAR]

## 1. What is the civic integration programme?

The civic integration programme helps you to find your way around in society.

The civic integration programme consists of the following programme components:

1. Social orientation (MO - *Maatschappelijke Oriëntatie*)
2. Learning Dutch
3. Pathway towards employment
4. Participation and networking programme

Programme counselling is provided.

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<sup>1</sup> Een privaatrechtelijke stichting met statutaire zetel te Tour & Taxis – Koninklijk Pakhuis, Havenlaan 86C, bus 212, 1000 Brussel, ingeschreven in de Kruispuntbank van Ondernemingen met ondernemingsnummer 0543.307.391 (RPR Brussel)

<sup>2</sup> Een vereniging zonder winstoogmerk met zetel te Carnotstraat 110, 2060 Antwerpen, ingeschreven in de Kruispuntbank van Ondernemingen met ondernemingsnummer 0421.722.346 (RPR Antwerpen)

<sup>3</sup> Een vereniging zonder winstoogmerk met zetel te Botermarkt 1, 9000 Gent, ingeschreven in de Kruispuntbank van Ondernemingen met ondernemingsnummer 0507.873.093 (RPR Gent, afdeling Gent)

Your civic integration process will take [x] months. This may change. Your programme counsellor will discuss it with you and will confirm these changes in writing.

Have you successfully completed the civic integration programme? Then you will receive a civic integration certificate and the contract will end.

### **1.1 Social orientation (MO)**

In the MO course you will learn more about subjects such as work, housing, education and health. You will also learn more about values and standards and about your rights and obligations.

Your teacher will guide you so that you will learn to find the answers to all your questions yourself.

Your teacher speaks a language you understand.

- Your MO course starts on [startdatumcursus]. At the end of the MO course, there will be an exam.
- The start date of your MO course is not yet known. You will receive all information in good time through your programme counsellor. At the end of the MO course, there will be an exam.
- You are exempt from MO. You do not have to attend an MO course.

### **1.2 Learning Dutch**

You will be learning basic level Dutch.

- Your Dutch language course starts on [startdatumcursus]. At the end of the Dutch language course, there will be an exam.
- The start date of your Dutch language course is not yet known. We will provide you in good time with all information. At the end of the Dutch language course, there will be an exam.
- You learn Dutch through self-study and take a Dutch language certification test before [date].
- You are exempt from Dutch. You do not have to attend a Dutch language course.

### **1.3 Pathway towards a job**

- You must register with VDAB (Flanders) or with Actiris (Brussels) no later than [dateIBC+2 months]. They will guide you during your job search.
- You do not have to register with VDAB (Flanders) or with Actiris (Brussels)

### **1.4 Participation and networking programme**

This programme will help you participate in activities in your new environment.

You will be meeting new people, and you can practice Dutch beyond the classroom walls. This can be done through volunteer work, buddying or other social activities.

You join a participation and networking programme. You make agreements with your programme counsellor. You prove that you have attended for 40 hours.

You do not have to attend the participation and networking programme.

### **1.5 Guidance**

The programme counsellor will help you with your questions concerning the civic integration programme.

You will discuss the practical information and monitor your case with them: where and when to take courses, which exams to take etc

You will discuss your short-term and long-term plans with them.

## **2. Agreements**

### **2.1 Civic integration certificate**

To obtain the civic integration certificate, you must:

1. Achieve the social orientation (MO) goals
2. Achieve the Dutch language goals
3. Achieve the job pathway goals
4. Achieve the participation and networking programme goals

### **2.2 Moving**

Are you moving? Inform your programme counsellor of your new address.

You can continue the programme at your new location in Flanders or Brussels.

### **2.3 Costs**

- You pay for the MO course and test. The payment agreements can be found in the MO fee regulations.
- You pay for the Dutch language course and test. Your school will give you information about the payment.
- The pathway to employment, the participation and network programme and the counselling are free of charge.

### **2.4 Annexes**

You are signing this contract? This means you agree to the content of the annexes to this contract.

Summary

- Determination of essential rights and obligations
- MO evaluation rules
- NT2 (*Dutch language course*) evaluation rules

- House rules
- MO fee regulations

You can request to have the annexes in print. You can find all annexes on this web page: <https://documenten.mijninburgering.be>

## 2.5 Complaints

Do you have a suggestion, a comment, or a complaint? Our staff will happily help you out.

Or go to our website:

- for Atlas: <https://www.atlas-antwerpen.be/nl/contact/klachtenformulier>
- for Amal: [www.amal.gent/contact](http://www.amal.gent/contact)
- for the Vlaamse Agentschap Integratie en Inburgering: <https://integratie-inburgering.be/klacht-of-beroep>

Voor het Agentschap Integratie & inburgering	Voor Atlas, Integratie & Inburgering Antwerpen	Voor Amal, Integratie en Inburgering Gent	The person integrating
<i>Date</i>	<i>Date</i>	<i>Date</i>	<i>Date</i>