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übersetzt von Sapna Arora

Interview Guide/Manual for first contacts with newly arrived pupils

Explanation of the interview guide

This given questionnaire is intended to assist teachers who register or make first academic contact with the newly arrived pupils. The assessed data will be used to provide adequate opportunities according to the pupils' skills in order to promote successful integration to society on the long run.

In the first interviews the teachers do not only acquire information on pupils' language competences, but also additional general information about sports and other leisure activities. To be clear, this questionnaire serves the purpose of helping students to find appropriate schools and language classes. Other related issues like family, flight experiences, status of residence, financial aspects, etc. can be taken into consideration afterwards.

Furthermore it helps to develop a framework for language training by assessing pupils' language competences in order to get a picture of their language skills and cognitive abilities. The main function is to assess pupils' language skills for the appropriate distribution into language classes.

Part III (Language spoken in the land of origin) helps to determine domain specific language use. The information about the specific skills like oral, reading, writing and listening can be used as a guideline for the allocation into different language course groups.

Additionally students are questioned about their previous school and work experiences. Furthermore the questionnaire collects information about the hobbies and free time activities. This information enables to mark the motivation and additional potential levels of the pupils.

Existing certificates till middle school from the countries of origin can be sent for possible recognition to the Cologne education ministry (http://www.bezreg-koeln.nrw.de/brk_internet/leistungen/abteilung04/48/anererkennung/auslaendische_schulzeugnisse/index.html.)

For the recognition of the high school certificates Düsseldorf education ministry can be contacted:

http://www.brd.nrw.de/schule/schulrecht_schulverwaltung/Zeugnisanerkennung.html

An annotated bibliography of textbooks and supplementary materials for teaching new immigrant pupils can be found linked from the ProDaZ - Website

<https://www.uni-due.de/prodaz/>