

## Factsheet: Application for reduced price German courses

**Privately paying** course participants resident in and/or holding a resident permit for Canton Zug (CH, C, B, L) can apply for reduced price ProArbeit German courses up to level B2. The course price is income dependant and is calculated on the basis of the applicant's total household income (salaries, maintenance payments, pensions of all gainfully employed persons in a household with shared finances and/or a personal or family relationship).

Proof of income is considered to be:

- for individuals with a fixed monthly salary: the last **salary statement**
- for individuals with an irregular monthly salary: the last three salary statements (or the last three statements from the unemployment insurance fund ALK). This is used to calculate the average net salary.
- Current pension or maintenance payment documents
- the last annual salary statement from the employer(s) (used for the tax return)

The maximum reduction in course fees - without further proof of income - is also granted to those who:

- receive social assistance (confirmation required from the social services)
- receive supplementary benefits (confirmation required from the compensation office- AK Zug)

The applicant confirms with his/her signature that all the information is correct and that the information may be made available to the Canton of Zug for verification and statistical purposes.

This offer is valid for as long as funds for language promotion from the Cantonal Integration Programme (KIP) remain available.

The employees of ProArbeit remain at your service to provide you with further information and support.

Valid at: 06.02.2024

