

## Welcome!

Ladies and Gentlemen, new residents to the City of Fribourg,

Have you just moved into or are planning to move to the city of Fribourg? On behalf of the City of Fribourg's Town Council, I warmly welcome you and wish you all a pleasant stay in our city.

In this section, which has been specially designed for you, you will find a lot of essential information that will be useful as you settle in.

**Thierry Steiert, Mayor** 





## **Civic Life**

Are you interested in Fribourg's political and civic life? Do you wish to be a part of it?

Did you know that foreigners can participate in politics at the city level?

As a citizen, how can you engage in your city?

You can better acquaint yourself with the authorities and learn how you can engage and participate.





## Get to know the municipal authorities

The municipal authorities are made of the Municipal Council (executive) and the General Council (Parliament).

#### The Municipal Council

The City of Fribourg is run by the <u>Municipal Council</u>, which is elected every five years. It is headed by a Syndic, equivalent to a Mayor, or a President in other Swiss cities.

You can follow the current affairs of the Municipal Council through <u>press releases</u>, <u>communications</u>, <u>publications</u> and <u>official notices</u>.

#### The General Council

The 80 members of the General Council are elected every 5 years and form the Municipal Parliament, it is a true link between the authorities and the people. They meet once a month and all the sessions are public. Attending such a meeting will allow you to get an insider view of Fribourg's political life.





## Participating at the political level

As a Swiss citizen or C permit-holder living in the canton for at least 5 years, you hold political rights at the municipal level.

- The <u>Right to vote</u> for City Councillors and General Councillors
- The right to stand for election<sup>1</sup>
- The right to participate in a referendum<sup>2</sup>
- The right to participate in an initiative<sup>3</sup>

No action is required from you to register on the electoral register. If you comply with the conditions to vote, your registration is automatic and you will receive the material to vote at home. The City of Fribourg will pay for the postage for voting by post (prepaid envelope). You can also go to the voting booth on the day of voting or drop your envelop in the ballot box available at the Maison de Ville as soon as you have received the voting material.

If you wish to know more about your political rights, you can check the dedicated page on the <u>State of Eribourg</u> and the <u>Confederation's</u> websites.

The <u>Confederation's portal</u> and the brochure "<u>The canton of Fribourg Welcomes You!</u>" will also give you many tips for your first steps in civic life.

<sup>1.</sup> A right, for all citizens of the municipality, to be elected as a municipal councillor, general councillor, or Trustee.

<sup>2.</sup> Right to adopt positions on certain decisions of the parliament

<sup>3.</sup> Right to ask for a total or partial revision of the constitution





### **Engage in other ways**

There are other ways to engage. We encourage you to participate in the city's community and associative life.

Organising a Fête des voisins – Neighbours party, becoming an Agent Sympa or Agent Railfair, engaging in a neighbourhood association, a sports club or a cultural association or becoming a volunteer, are many ways to actively participate in the community.

The <u>Social Cohesion section is open to all your</u> <u>questions, ideas and projects</u>. It is also here to give you all the information on the city's associations (neighbourhood associations, foreign and religious communities).

#### **Social Cohesion**

Maison de Ville Place de l'Hôtel-de-Ville 3 3<sup>rd</sup> floor 1700 Fribourg

Telephone: +41 26 351 71 06 E-mail: cohesion.sociale@ville-fr.ch





# Fribourg at your service

Which city sections and departments offer services to residents?

What competencies do they have? Where to find them?

Who can answer your questions?

In order to answer these questions, we have selected the key people who can help you, grouped as per the municipal administration organisation chart.





### General Administration

Have you recently moved to Fribourg and need to register at the municipality? Do you need an identity card? Or a proof of address? Or a certificate of good conduct or an accommodation certificate? Or certified true copies of your documents? Do you wish to improve your quality of life? Do you want to know which projects of social cohesion the City of Fribourg supports?

General Administration, or more precisely the Local Registry, is your first person of contact when you settle in the City of Fribourg. You will find important information about the first administrative procedures in the dedicated section.

#### **Local Registry**

Maison de Ville Place de l'Hôtel de Ville 3 Ground Floor 1700 Fribourg

#### **Opening times**

8.00am – 11.30am / 2.00pm – 5.00pm Monday to Friday Telephone: +41 26 351 71 31

E-mail: <u>CH@ville-fr.ch</u>

The city's administration office provides certificates of good conduct and accommodation certificates and certified true copies of your official documents<sup>1</sup> when you need to authenticate them.

#### **City Administration Office**

Maison de Ville Place de l'Hôtel de Ville 3 1<sup>st</sup> floor 1700 Fribourg

#### **Opening times**

8.00am – 11.30am / 2.00pm – 5.00pm Monday to Friday Telephone: +41 26 351 71 04 / 05

E-mail: secretariat.ville@ville-fr.ch

The social cohesion section is responsible to promote living together in the city. They will answer your questions on topics like language courses (go to link), as well as religious and associative life (link). You can also see them to present your ideas and projects.

#### **Social Cohesion**

Maison de Ville Place de l'Hôtel-de-Ville 3 3<sup>rd</sup> floor 1700 Fribourg

#### **Opening times**

8.00am – 11.30am / 2.00pm – 5.00pm

Monday to Friday

Telephone: +41 26 351 71 06 E-mail: <u>cohesion.sociale@ville-fr.ch</u>





## Department of Culture

Do you want to know more about Fribourg's cultural life? Or are you searching for the calendar of events?

The Department of Culture will answer all your questions on culture in its broader sense: events, concerts, shows, youth recreational centres (link under the entertainment section), extra-curricular activities (link under the school section), libraries (link under the entertainment section), etc.

The <u>calendar of events</u> provides information on current and future events.

<u>Fribourg Tourisme et région</u> is responsible for the promotion of tourism in the city and offer a full calendar and important information on places of interest, events, Fribourg's gastronomy, venues, local heritage sites and other recreational activities.

The entertainment section will give you more information and links on cultural activities in the City of Fribourg.

#### **Culture Department**

Place Jean Tinguely 1
7th floor
1700 Fribourg
Telephone: +41 26 351 71 43

E-mail: <u>culture@ville-fr.ch</u>





## Finance Department

Have you got questions about city or parish taxes? Do you need information about the different municipal taxes?

The tax section will inform you on how to calculate municipal or parish taxes, about property taxes, non-fire-brigade tax or garbage forfeits.

You will find information under the tax section or by directly contacting the relevant office.

#### **Taxes sector**

Rue de l'Hôpital 2 1700 Fribourg Telephone: +41 26 351 71 43 E-mail: <u>culture@ville-fr.ch</u>

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm Telephone: +41 26 351 72 17 E-mail: impots@ville-fr.ch

#### **Legal sector**

Rue de l'Hôpital 2 1700 Fribourg

#### Opening times

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm Telephone: +41 26 351 72 19 E-mail: contentieux@ville-fr.ch

The Legal section will answer your questions about the bills they have issued, a fine as well as payment arrangements.





## Schools Department

Do you want to enrol your child for school, preschool or afterschool day-care? Do you have questions about the school system?

The School Department – Service des écoles – coordinates and supports subsidised crèches, family type day care, pre-schools and day-care centres. It manages all the infrastructure for accommodating and following children attending pre-school and primary school (1-8 Harmos). You can obtain information about afterschool day-care and extracurricular activities. The School Department also manages specialised services such as the school doctor section, psychology services, speech therapy and psychomotor education.

The <u>school-parents-migrants contact section</u> (contact école-parents-migrants – SCEPM) helps foreign or foreign language students and their family to integrate into the local school system.

You can find all the details under the <u>School and training</u> or <u>Day Care section</u>.

#### **School Department**

Rue de l'Hôpital 2 2<sup>nd</sup> floor, room n°206. 1700 Fribourg

#### Opening times

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm Telephone: +41 26 351 73 04 E-mail: ecoles@ville-fr.ch





## Local Police Department

Do you have questions about parking in the City of Fribourg? Have you lost or found an object? Would you like to volunteer as a firefighter?

The <u>Local Police Department</u> – Service de la police locale – is responsible to safeguard the peace, trust, and respect of the rules. In addition to maintaining public order, it carries out other duties that contribute to make your daily life easier.

For instance, you can apply for a long-term parking permit, bring or pick up any valuable objects lost in the city. You can also use the online platform <u>easyfind</u> to easily recover any lost item. Objects found in public transports or in venues (cafés, restaurants, etc.) should be handed over to a member of the staff when it is possible. More information is available in the <u>Lost objects in Swiss Rail</u> and <u>Fribourg public transports sections</u>.

#### Local Police Parking Management

Grand-Rue 37 1700 Fribourg

#### Opening times

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm On the eve of public holidays, offices close at 4.00pm Telephone: +41 26 351 74 21 E-mail: stationnement@ville-fr.ch

You are a healthy person aged between 18 and 40 years old? Then you can become one of the Fribourg city's firefighters, join a motivated team and get exempted from non-firefighter tax. The Firemen Battalion is made up of volunteers who take time outside of their professional work. The Fire Service section will give you more detailed information on the selection criteria and non-fireman tax.

#### **Local Police, fire sector**

Route de l'Aurore 4 1700 Fribourg Telephone: +41 26 351 78 00 E-mail: feu@ville-fr.ch





## Mobility Department

Which means of transport are preferred in Fribourg? How can I move around the City of Fribourg? Can I get my shopping delivered at home? Where can I find a Swiss Rail day pass at a discounted price? Which projects promote soft mobility?

The Mobility Department – Service de la mobilité – ensures the good functioning of the transport of people and merchandise within municipal territory. It develops and supports numerous projects promoting soft mobility, and solutions that are responsible and sustainable.

More information: section Mobility.

#### **Mobility Department**

Grand-Rue 37 1700 Fribourg

Telephone: +41 26 351 74 44 E-mail: mobilite@ville-fr.ch





### Sports Department

Do you want to practice a sport? With a sports club or within the sports facilities available in the City of Fribourg?

The <u>Sports Department</u> – Service des sports – is at your service for any information about the local sports life.

More information: section practice a sport (calendar, clubs, projects ...)

#### **Sport Department**

Rue Joseph-Piller 1700 Fribourg

Telephone: +41 26 351 75 43 E-mail: sports@ville-fr.ch





## Social Welfare Department

Are you unable to make ends meet? Have your unemployment benefits come to an end? What are the services provided by the social assistance? How can you access them?

The <u>Social Welfare Department</u> (SASV) studies the requests for social assistance and implements social inclusion measures to facilitate your access into the employment market.

More information: section <u>Social system.</u>

#### Social Welfare Department,

Rue de l'Hôpital 2 1700 Fribourg

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 1.30pm – 4.30pm Telephone: +41 26 351 76 04

#### Have you lost your job? Do you need to register for unemployment?

Before going to the Employment regional office, you need to register at the <u>Municipal employment office</u> – Office communal du travail, where a member of the team will meet with you for your unemployment registration.

More information: section **Employment**.

#### **Communal employment Office**

Rue de l'Hôpital 2 1700 Fribourg

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm Telephone: +41 26 351 76 44 E-mail: officedutravail@ville-fr.ch





### **Civil engineering**

Where is the recycling centre? On which days is the garbage collected in your neighbourhood? Where are the garbage bags sold? How to manage your organic waste?

The <u>Highways Department</u> will give you all the information you need on <u>waste management</u>. For household waste, you must use the City's <u>official garbage bags (blue colour)</u>, sold in many shops in Fribourg. The City offers 20 garbage bags (35 litres) free of cost to all parents of children aged less than 5 years old (per child per year). You can collect them at the Local Registry on presentation of your identity document or family book.

The <u>main recycle centre Les Neigles</u> is the collection point for more than 20 different materials. It is exclusively for the use of the city's resident.

If you have large waste that you cannot bring yourself to the recycle centre, the Highways Department (Voirie) has a collection service for bulky waste you can pay for<sup>1</sup>. To use it, you need to book an appointment by calling +41 26 351 75 17 on Mondays between 7.30am and 11.30am.

#### **Main recycle centre Les Neigles**

Route des Neigles 50 1700 Fribourg

#### **Opening times**

Monday to Thursday 7.00am – 11.30am / 1.45pm – 4.30pm Friday and on the eve of public holidays 7.00am – 11:30am / 1.45pm – 3:30pm Saturday 8.00am – 11.00am

<sup>1.</sup> Between CHF 10.- and CHF 50.- depending on the volume of waste





# First administrative formalities

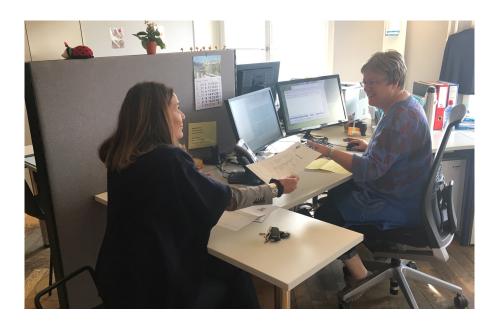
Have you recently moved to Fribourg?

Are you planning on doing so very soon?

Which administrative formalities must you comply with?

We will guide you to find the answers to your questions and help you in your first steps in the City of Fribourg.





## Announce your arrival to the Municipality

You have to announce your arrival at the Local Registry within the legal period of 14 days following the date of arrival.

- Proof of origin¹ (for Swiss nationals);
- Your residence permit and/or\_arrival declaration form from SPOMI (for foreign nationals);
- A valid health insurance card<sup>2</sup>;
- Your AVS card<sup>3</sup>; (pension insurance card)
- Your family book or family certificate<sup>4</sup>;
- A rental contract or apartment sharing form;
- A CHF 20 fee per adult.

If you are a foreign national, you will first need to complete the arrival declaration and request for the residence permit form issued by the <u>Canton's Department of population and migrants</u> – Service cantonal de la population et des migrants (SPOMI) – and then present it to the Local Registry. The same procedure is necessary if you have a residence permit that has been issued by another canton.

#### Document to present: your passport

- 1. To be procured from your municipality of origin
- 2. Having Health Insurance is compulsory
- 3. To be obtained from your employer or the compensation fund
- 4. To be obtained from your municipality of origin

#### **Local Registry**

Maison de Ville Place de l'Hôtel-de-Ville 3 Telephone: +41 26 351 71 31 1700 Fribourg

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm

#### SPoMI

Route d'Englisberg 11 Telephone: +41 26 305 14 92 1763 Granges-Paccot

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm





## **Specific procedures**

Some formalities are specific to foreigners. Here, you will find information on residence permits, family reunification, diploma recognition, etc.

Find below some of the formalities you will have to go through. More information is available at the counter Fribourg pour tous (Fribourg for all).

#### Obtaining a residence permit

If you are a foreign national, you will first need to complete the arrival declaration and request for residence permit form issued by the <u>Canton's Department of population and migrants</u> (SPoMI), and then present it to the Local Registry. The same procedure is necessary if you have a residence permit that has been issued by another canton.

There are many types of work permits for foreign workers:

- <u>B permit</u> (long duration resident)
- <u>L permit</u> (short duration resident)
- <u>C permit</u> (authorisation of establishment)
- G permit (permission for cross-border workers)

The granting conditions vary depending if you are a citizens of a European Union (EU) member country, of a European Free Trade Association member country (EFTA) or of a non-EU country.

You will find all the necessary information for your situation on the <a href="SPOMi">SPOMi</a> website.

#### **SPoMI**

Route d'Englisberg 11 1763 Granges-Paccot Telephone: +41 26 305 14 92 1700 Fribourg

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm

#### Request for family reunification

If you want to bring your family members to Switzerland, you will find all the conditions on the Swiss authorities portal

We would like to bring to your attention the fact that requests for family reunification, for children aged 12 years old and above, must be submitted within a year of settling in Switzerland. For children of less than 12 years old, the request must be made within five years. To help you with the formalities, you can also call



CCSI/SOS Racism services.

#### **CCSI/SOS Racisme**

Rue des Alpes 11, CP 366 1701 Fribourg Telephone: +41 26 424 21 25 E-mail: info@ccsi-fr.ch

#### **Opening times**

Tuesday 10.00am – 12.00pm / 2.00pm – 5.00pm Wednesday and Thursday 1.30pm – 5.30pm Monday and Friday: closed

#### Get your diploma recognised

If you have a professional diploma from a foreign country, you can obtain its recognition in Switzerland under certain conditions. We suggest that you contact directly the competent organisation for your professional branch, by referring to the brochures published by the State Secretariat for research and innovation training (SEFRI).

#### Get your driving licence recognised

You have 12 months following your move to get your foreign driving licence recognised by requesting it to the Canton's <u>Traffic and Navigation Office</u> – Office de la circulation et de la navigation.

Depending which country delivered your driving licence, you may have to take on a driving test and a theory exam. You can find the list of countries for which the driving licence is recognised on the

document exchange of foreign driving licence.

#### Documents to present

- The form request for a driving licence on the basis of a foreign driving licence - Demande d'un permis de conduire sur la base d'un permis de conduire étranger
- An attestation from a certified optician or a doctor;
- A colour passport photo<sup>1</sup>;
- Your original foreign driving licence (and if required, with its official translation);
- A certificate of authenticity<sup>2</sup>;
- A valid residence permit for the Canton of Fribourg;
- A medical certificate<sup>3</sup> for professional drivers<sup>4</sup> and drivers aged more than 70 years old.

#### **Canton's Traffic and Navigation Office**

Route de Tavel 10 1700 Fribourg

Telephone: +41 26 484 55 55

#### **Opening times**

Monday to Thursday 7.30am – 11.30am / 2.00pm – 5.00pm Friday 7.30am – 4.00pm

<sup>1.</sup> App. 35 x 40 mm

<sup>2.</sup> For unrecognized countries

<sup>3.</sup> Application form to be filled in is requested by the OCN (Office of Traffic and Navigation)

<sup>4.</sup> Medical exam for professional drivers must be conducted by an authorised medical officer (ask for list at the OCN)  $\,$ 





# Become affiliated with a health insurance provider

It is mandatory to subscribe to a health insurance for all, adults and children alike. Within 3 months of arrival, you will have to show your health insurance card to the <u>Local Registry</u>.

You are free to choose your health insurance provider. If you haven't already made your choice, the list on the <u>Federal Public Health Office</u> website can help you.





## Register your child for school

Children begin school at 4 years old in Fribourg. School is compulsory until the end of the "cycle d'orientation" or "CO" (secondary school) that is 11 years of schooling.

To better understand Fribourg's school system, please see the section School and training (link) and the State of Fribourg's compulsory education Department's website.

#### Registration for pre-school and primary school (1-8 HarmoS)

To register your child at school, you must visit the secretary of the <u>Department of Schools</u> – Service des écoles – in person.

Documents to present: your family book or your child's birth certificate.

If your child speaks neither French nor German, the office will put you in touch with the head of the school-parents-migrants contact section (SCEPM) to organise a first meeting. The SCEPM will assist you

in registering your child for school and organise the administrative formalities linked to starting school, with the support of an interpreter if needed

#### **Department of schools**

Rue de l'Hôpital 2 2<sup>nd</sup> floor, room n°206 1700 Fribourg (entrance A) Telephone: +41 26 351 73 04

#### **School-Parents-Migrants contact Sector (SCEPM)**

Rue de l'Hôpital 2 2<sup>nd</sup> floor, room n°213 1700 Fribourg (entrance A) Telephone: +41 26 351 73 4

#### Registration for the cycle d'orientation (CO) (9-11 HarmoS)

Please contact the office of one of the four <u>cycles</u> <u>d'orientation</u> (CO) of the City of Fribourg. They will define with you which school your child will attend based on your home address.





### Get a parking permit

If there isn't any parking available at your home, you can get a long-term parking permit in defined parts of the city and under certain conditions.

The <u>local Police</u> is responsible for all parking issues. The permission for long-term parking, valid in <u>marked-out sectors</u>, grants you the right to leave your vehicle longer than the public allowed time. To organise your move, you can book a parking spot with this form.

#### Local Police Parking Management

Grand-Rue 37 1700 Fribourg

Telephone: +41 26 351 74 21

#### **Opening times**

Monday to Friday 8.00am – 11.30am / 2.00pm – 5.00pm On the eve of public holidays, offices close at 4.00pm





### **Waste Management**

Do you want to know where to find the recycling centre or collection points? On which days is the garbage collected in your neighbourhood? Where are the garbage bags sold? How to manage your organic waste?

The <u>Highways Department</u> – Voirie – will give you all the information on <u>waste management</u> you need. For household waste, you must use the City's <u>official garbage bags</u> (blue colour), sold in many shops in Fribourg. The City offers 20 garbage bags (35 litres) free of charge to all parents of children aged less than 5 years old (per child per year). You can collect them at the Local Registry on presentation of your identity document or family book.

The <u>main recycle centre Les Neigles</u> is the collection point for more than 20 different materials. It is exclusively for the use of the city's resident.

If you have large waste that you cannot bring yourself to the recycle centre, you can pay for¹ the bulky waste collection service run by the Voirie.

To use it, you need to make an appointment on +41 26 351 75 17, on Mondays between 7.30am and 11.30am.

#### Main recycle centre Les Neigles

Route des Neigles 50 1700 Fribourg

#### **Opening times**

Monday to Thursday
7.00am – 11.30am / 1.45pm – 4.30pm
Friday and on the eve of public holidays
7.00am – 11.30am / 1.45pm – 5.30pm
Saturday
8.00am – 11.00am





## Employment

Are you looking for work in the city of Fribourg or in the region?

Are you facing difficulties in finding a job?

Would you like to change occupation?

Here is some advice to facilitate your access to the job market.





### Looking for a job

Job offers in the region of Fribourg are regularly published in the local press. The <u>Sarine's Regional Placement Office (ORP)</u> is here to provide information and advice.

If you are coming from abroad, you will find useful information on the <u>Confederation's website dedicated to employment</u> and to the Swiss job market. You can also obtain the list of job offers available at the counter of the <u>Sarine's Regional Placement Office</u> (Office régional de placement ORP).

Office régional de placement de la Sarine (ORP)

Route des Arsenaux 15 1700 Fribourg

#### Opening times

Monday to Friday 8.00am - 12.00pm / 2.00pm - 4.30pm





## Work for the City of Fribourg

The <u>Human Resources Department</u> regularly publishes calls for job applicants. Some departments even contract interns. Don't hesitate to directly contact the department of interest.





## Register for unemployment

For residents of the City of Fribourg registering for unemployment can be done at the <u>Municipal</u> <u>Labour Office</u>.

You need to register with an <u>unemployment fund</u> – caisse de chômage – who is responsible for checking the beneficiary's file and making the monthly instalments. You are free to choose the fund you want. To help you in your choice, you can refer to the <u>guide</u> <u>for job-seekers</u> published by the Public Employment Department (Service public de l'emploi – SPE).

#### Office communal du travail

Rue de l'Hôpital 2 1700 Fribourg

#### **Opening times**

Monday to Friday 8.00am - 11.30am / 1.30pm - 4.30pm





## Changing occupation and training for adults

Orientation counsellors of the <u>Department of Professional Orientation</u> – Service de l'orientation Professionnelle – of the State of Fribourg will guide and counsel you for your professional choices regardless of your profession, age, or level of education.

It is possible to get the professional degrees you have obtained abroad recognised in Switzerland under certain conditions. You can obtain information from the competent organisation for your professional branch by referring to the brochures published by the State Secretariat for research and innovation training (SEFRI).





# Obtaining guidance for your socio-professional integration

In the City of Fribourg, you can contact various organisations that will assist you in your job search according to your situation and your needs.

The <u>OSEO Fribourg</u> assists migrants who are still learning French or German to create their CV and write their cover letters.

<u>espacefemmes</u> promotes socio-professional integration of women. The assessment-portfolio programme offers among others the opportunity to assess your professional life situation.

The <u>association REPER</u> has a <u>socio-professional</u> <u>pre-training</u> programme designed for teenagers and young adults who have difficulties to create their professional project.

The <u>IPT Foundation</u> (Integration For All) (re-)integrates and orients people who are either in a transition situation, facing difficulties to enter the job market or suffering from health problems, back into professional life. Its objective is to create their sustainable integration into the economy.

#### **OSEO-Fribourg**

Rte des Arsenaux 9 CH-1701 Fribourg Telephone: +41 26 347 15 77 Fax: +41 26 347 15 78 E-mail: office@oseo-fr.ch

#### **Espacefemmes**

Rue Saint-Pierre 10 1700 Fribourg Telephone: +41 26 424 59 24 E-mail: i<u>nfo@espacefemmes.or</u>g

#### Reper

Rue Hans-Fries 11 1700 Fribourg Telephone: +41 26 322 29 01 E-mail: <u>info@reper-fr.ch</u> Hotline: mo-fr 8.00am-11.30am

#### **Fondation IPT**

Bd de Pérolles 55, 5<sup>st</sup> floor 1700 Fribourg Telephone: +41 26 408 38 88 Fax: +41 26 408 38 89 E-mail: fribourg@fondation-ipt.ch





## Leisure

Do you want to discover the fun and sportive side of the City of Fribourg?

Do you want to participate in cultural activities?

We have many options for you.





### Practice a sport

The city has many sport facilities and clubs welcoming new members. In addition, many different sport events take place regularly throughout the year.

In Fribourg, you can choose between 90 different sports clubs who will be happy to welcome you as a new member. You will find all the information and contacts in the booklet "Your city, your sport!".

Fribourg is a sport city, with sports clubs competing at some of the highest levels. You can follow the performance of <u>Fribourg Gottéron</u> (ice-hockey), <u>Fribourg Olympic</u> and <u>Elfic Fribourg</u> (basketball), <u>FC Fribourg</u> (football)!

#### Midnight sports and culture

The Midnight sport and culture programme allows all young people aged between 13 and 17 years old to meet up on Saturday evenings from 8pm to 11pm (from September to May) at the Vignettaz school's sports hall. With this project, children and teenagers organise and take responsibility for the proposed sport and cultural activities. There is no registration required and the entry is free.

#### **Vignettaz Sports-hall**

Halle des sports de la Vignettaz Rte de la Gruyère 11 1700 Fribourg

#### **Extracurricular sports**

The City of Fribourg offers <u>optional school sport</u> classes to children attending primary school to allow

them to practice a sport on a regular & free basis, without becoming a member of a sports society. Some fifteen activities are proposed every week, from athletics to tennis, dance and climbing. Each child receives the information and registration forms at the beginning of the school year.

#### **Sports Activities at REPER**

REPER is an association that proposes several sport workshops for 14-25 year old children: breakdance, educational boxing and hip hop.

To register, please contact the education office of REPER

#### **REPER**

Rue Hans-Fries 11 1700 Fribourg Telephone: +41 26 322 29 01 E-mail: <u>accueil@reper-fr.ch</u>

#### **Opening times**

Tuesday, Wednesday and Thursday 4.00pm – 8.30pm

#### **Urban training**

Combine sport and discovery of the city with professional coaches free of charge. Find the <u>timetable of events and the registration form</u> here.





## **Enjoy the cultural offerings**

The City of Fribourg is the centre for many events and cultural activities. Cultural associations organise events throughout the year.

The City of Fribourg has a very broad selection of events for every taste, age, and level of performance. The <u>cultural and sports agenda</u> of the City of Fribourg as well as the Fribourg & Region Tourism's <u>Calendar of events</u> will help you plan your outings. The <u>activities in French-speaking</u> Switzerland for the whole family website – portail romand des loisirs pour toute la famille – the blog <u>My Little Fribourg</u> or <u>par-ici-les-enfants</u> allow you to always stay up-to-date with the current cultural events in the region.

If you wish to share your passion and your knowledge within a society, a <u>list of cultural societies</u> is available here.

#### **Extracurricular cultural activities**

<u>L'École des p'tits artistes</u> offers children artistic workshops for a small fee in French and German. These focus on drama and visual arts and are for children from 1H (pre-school). They take place in various neighbourhoods in Fribourg, outside of school hours. Each child receives the information and registration form at the beginning of the school year.

#### Centres for socio-cultural community life

Three sociocultural activity centres situated in the City of Fribourg (Jura, Schönberg and Basse-ville) offer day-care, activities, and venues to promote community life in the city's neighbourhoods. They help develop for your child and teenager social, sportive and artistic skills.

#### The House of future generations

A not-for-profit association, la Maison des générations futures proposes friendly meetings with the aim of meeting and exchanging knowledge, regardless of origins, political or religious beliefs. A rich and varied program of activities is designed for all to attend.

#### La Maison des Générations Futures

Route de la Veveyse 5a CH-1700 Fribourg

E-mail: maison-generations-futures@hotmail.com



#### The City Library

The French Library has 45'000 documents for adults and children. With your annual subscription you can borrow documents of all genres at an affordable price.

Three other libraries will delight readers from near and far: the Bibliothèque cantonale et Universitaire, the Deutsche Bibliothek and LivrEchange, the Intercultural library.

#### Bibliothèque de la Ville

Rue de l'Hôpital 2 1700 Fribourg

Monday, Tuesday, Friday: 2.00pm – 6.00pm

Wednesday: 10.00am – 6.00pm Thursday: 2.00pm – 8.00pm Saturday: 9.00am - 12.00pm

#### **Deutsche Bibliothek**

Spitalgasse 2 / Rue de l'Hôpital 2 1700 Freiburg

Telephone: +41 26 322 47 22 E-Mail: <u>deubibfr@ville-fr.ch</u>

Monday closed

Tuesday: 2.00pm – 6.00pm Wednesday: 10.00am – 6.00pm Thursday: 2.00pm - 8.00pm Friday: 2.00pm – 6.00pm Saturday: 2.00pm – 6.00pm

#### LivrEchange

Av. du Midi 3-7 1700 Fribourg

Telephone: +41 26 422 25 85 E-mail: info@livrechange.ch

Monday: 10.00am - 12.00pm / 2.00pm - 6.00pm Tuesday, Wednesday, Thursday: 2.00pm – 6.00pm Friday: 10.00am - 12.00pm / 2.00pm - 6.00pm

Saturday: 2.00pm – 6.00pm

#### Bibliothèque cantonale et universitaire

Rue Joseph-Piller 2 CH - 1701 Fribourg

Centralino: +41 26 305 1333

Self-service, Reading rooms and exhibitions Monday al Friday: 8.00am – 10.00pm

Saturday: 8.00am – 4.00pm Festival eves: 8.00am – 4.00pm

#### Media

Monday al Friday: 09.00am - 10.00pm Saturday: 09.00am - 4.00pm Festival eves: 09.00am - 4.00pm

#### **Borrowing services**

Monday al Friday: 09.00am - 6.00pm

Saturday: 09.00am - 12.00pm / 1.00pm - 4.00pm

Festival eves: 09.00am - 4.00pm

#### The CarteCulture or Culture Card

If your financial situation doesn't allow you to enjoy Fribourg's cultural offer, check whether you qualify for the <a href="CarteCulture">CarteCulture</a>! It gives people with low-income an access to cultural, sports and training events. With this card, adults and children from 5 years old can enjoy 30 to 70% discounts among the selected providers in Fribourg and in the whole of Switzerland.

#### CarteCulture

Rue de Morat 8 CH - 1700 Fribourg

Telephone: +41 26 321 18 54 Fax: +41 26 321 18 64 E-mail: info@caritas-fr.ch





## Housing

How to find an apartment in the city of Fribourg?

What are the rights and duties of a tenant?

Where is the closest recycling centre to your home?

Finding a place to live is often the foremost preoccupation of future residents. Here are some pointers to help you.





### Find a place to stay

Whether you are looking for a place as a student, single person or family, you have many choices.

You can check the classified ads published in the <u>local papers</u>, specialised websites in real estate or the <u>Swiss union of real estate professionals</u>' website. If you are a student, you can contact the following specialised services:

- Régie Apartis;
- Foyer Saint Justin;
- Foyer Beauséjour;
- Résidence universitaire bel-Praz;
- Convict Salesianum;
- Foyer Bel-abri;
- Bourse au logement de l'AGEF;
- La <u>Croix-Rouge</u>, The Red Cross puts students in contact with the elderly, who have a free room available.

If you fulfil the <u>conditions</u> for subsidised housing, you can request the form directly from the agency. They will let you know which documents are needed and will pass on your request to the <u>Housing Department</u> of the State of Fribourg.





## Know your rights and duties as a tenant

The tenant has duties but there are also means of defence in case of a problem.

#### **Rental Contract**

To get a rental contract, you must fill out a registration form<sup>1</sup>, and submit it to the real estate agent.

#### Documents to present

- A copy of proof of identity (Swiss identity card or resident permit for foreigners);
- Salary certificate, issued by your employer;
- A recent attestation from the Debt Collection Office
   Office des poursuites (maximum 3 months);
- A proof of residence, issued by your town (not always necessary).

#### Rent guarantee

You will have to provide a rent guarantee before taking possession of your new residence. This amount equals to a maximum of three months' rent. If you cannot get this amount, you can contract specialised agencies like <u>Firstcaution</u> or <u>Swisscaution</u> who offer a guarantee service without a bank deposit.

#### Radio and television Royalty Payment (Billag)

If you have any TV or radio receptor, you need to pay an <u>annual royalty</u> billed by the company Billag.

An exemption of radio and television royalty is possible if you receive complementary benefits (PC). Please fill Billag's exemption form and send it to the following address:

#### **Billag SA**

Case postale 1701 Fribourg

#### Litigation / conflict

In case of conflict with the real-estate agent or your landlord, you can contact the <u>Swiss Association of tenants</u> (ASLOCA) – Fribourg Section who defends tenants' rights, or the <u>Conciliation Commission</u> in case of dispute regarding your home.

#### **ASLOCA**

Rue Saint-Pierre 2 2<sup>nd</sup> floor, Entrance through Fiduciaire FIDAF Sàrl 1700 Fribourg Telephone: 0848 818 800

#### **Opening times**

A desk is open on Wednesdays, 6pm – 7pm. Nobody will be able to help you outside of the indicated time. In July and August, the opening times are reduced. Please call to find out more.

#### **Conciliation Commissions**

Rue Joseph-Piller 13, 1701 Fribourg Telephone: +41 26 305 45 75

<sup>1.</sup> available at the counters or websites of real estate agencies





## **Waste disposal**

There are 15 <u>collection points</u> in the City of Fribourg for recyclable materials, and the <u>main</u> <u>recycling</u> centre is situated within les Neigles site in the lower city (basse ville) in the area of Auge.

At your nearest collection point, you can bring glass bottles, PET bottles, tinplate and aluminium tins and cans, clothing and shoes, and waste oil from Monday to Saturday between 7am and 8pm. It is forbidden to dispose of waste in the evenings after 8pm and on Sundays and public holidays.

The <u>main recycle centre</u> des Neigles, located in the Basse ville, in the area of Auge, is the collection point for 20 different materials.

The <u>Highways Department</u> – Voirie – will give you all the information you need on waste management. For household waste, you must use the City's <u>official garbage bags</u> (blue colour), sold in many shops in Fribourg. The City offers 20 garbage bags (35 litres) free of charge to all parents of children aged less than 5 years old (per child per year). You can collect them at the <u>local Registry</u> on presentation of your identity document or family book.

You can use the bulky waste collection service run by the Voirie if you have large waste that you cannot bring yourself to the recycle centre. It costs between CHF 10.– and CHF 50.– according to the volume of waste, and it is free for the elderly.

To use it, you need to make an appointment on +41 26 351 75 17 Mondays between 7.30am and 11.30am.

## Main recycle centre Les Neigles

Route des Neigles 50 1700 Fribourg

## **Opening times**

Monday to Thursday 7.00am – 11.30am / 1.45pm – 4.30pm Friday and on the eve of public holidays 7.00am – 11.30am / 1.45pm – 3.30pm Saturday 8.00am – 11:00





# Language courses and integration

Do you not have a good command of French and/or German and would like to improve your level?

We have made a selection of some of the language courses taking place in the City of Fribourg.

If you wish to widen your search, you can consult the <u>Language courses</u> <u>for migrants' brochure</u> where you will find a list of courses subsidised by the Office of integration for migrants and prevention of racism – Bureau de l'intégration des migrant-e-s et de la prévention du racism – to find affordable solutions.





## Learn the language (beginner - intermediate)

Many associations can help you develop a basic knowledge of French and German.

## Les Amis de l'Afrique

"Les Amis de l'Afrique" (AMAF) proposes social literacy courses, intensive French and German classes for beginners, conversation workshops and groups. Childcare is available.

## Les Amis de l'Afrique

Rue de l'Industrie 21 Telephone: +41 26 684 33 11 E-mail: amaf@bluemail.ch

## The Portuguese Associations of the canton of Fribourg

The Portuguese Associations of the canton of Fribourg organises French beginner classes for Portuguese-speaking people focusing on daily spoken language. The trainers are fluent in French and Portuguese.

### **Abilio Rodrigues**

Telephone: +41 79 506 78 33

E-mail: abilio.rodrigues.sorens@hotmail.com

## **Croix-Rouge Fribourgeoise**

The Croix-Rouge Fribourgeoise (CRf) has put together French and German courses for beginners and intermediates with a focus on daily life communication.

## **Croix-Rouge Fribourgeoise**

Rue G.-Techtermann 2 Telephone: +41 26 347 39 40

E-mail: langues-sprachen@croix-rouge-fr.ch

#### **Intercultural library LivrEchange**

The intercultural library LivrEchange offers conversation workshops in French and German. Users also have access to computers equipped with language learning software and an internet café.

### Intercultural library LivrEchange

Avenue du Midi 3

Telephone: +41 26 347 15 77 E-mail: info@livrechange.ch



## **The Centre for inter-professional improvement**

The Centre for inter-professional improvement (CPI) offers French and German courses for all levels from A1 to B2 and the "Conversation workshops for migrants" as well as "Summer workshops".

## The Centre for inter-professional improvement

Route des Grives 2 1763 Granges-Paccot Telephone: +41 26 305 27 60

E-mail: info@cpi.ch

### **OSEO Fribourg**

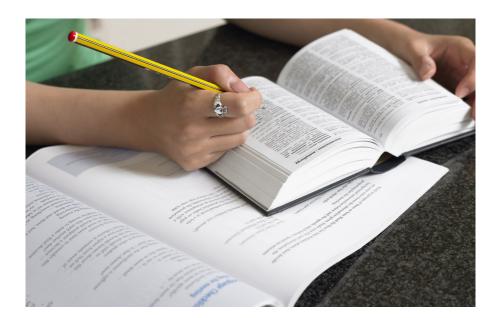
Swiss Workers' Mutual Aid Organization – l'oeuvre suisse d'entraide ouvrière – OSEO Fribourg offers language courses and various training courses with the aim to facilitate professional integration.

In partnership with espacefemmes and the City of Fribourg, OSEO also organises open air French classes in the summer.

### **OSEO Fribourg**

Route des Arsenaux 9 1700 Fribourg Telephone: +41 26 347 15 77 E-mail: office@oseo-fr.ch





# Learn the language (intermediate - advanced)

If you already have some knowledge of French or German, many associations will allow you to perfect it.

## The association Lire et écrire

The association Lire et écrire organises literacy courses, post-literacy and update courses, which are specialised classes to gain access to professional active life and to learn how to use a computer. To be able to attend these classes, you must already be able to communicate in French or German.

### French

Telephone: +41 26 422 32 62 Website: <u>www.lire-et-ecrire.ch</u> E-mail: <u>fribourg@lire-et-ecrire.ch</u>

## German

Telephone: +41 79 488 21 76 Website: <u>www.lesenschreiben.ch</u> E-mail: <u>freiburg@lire-et-ecrire.ch</u>

## Passerelles-Espace rencontre

Passerelles - Espace rencontre offers intensive French classes literacy to intermediate levels focused on the daily needs of participants and oral communication. It is possible to work on an individual learning and schedule basis.

#### **Passerelles-Espace rencontre**

Telephone: +41 26 422 44 70 E-mail: <a href="mailto:passerelles@bluewin.ch">passerelles@bluewin.ch</a>





## Learn the language (courses for women)

You can learn French or German with only women thanks to two associations.

### **Espacefemmes**

Espacefemmes offers French and German courses, literacy to elementary levels, focused on daily life communication. Childcare is available.

## **Espacefemmes**

Rue St.-Pierre 10 Telephone: +41 26 424 59 24

E-mail: info@espacefemmes.org

The Association of language courses with daycare KIWI (Schönberg area) gives French and German courses, beginner level, for women living in the neighbourhood. Classes are focused on daily life vocabulary. Childcare is available.

## The Association of language courses with day-care KIWI

Mireille Burgos-Schöpfer Telephone: +41 79 433 72 28 E-mail: pablo-mireille@bluewin.ch





## Discover Fribourg's life and culture

Thanks to integration classes, you can get to know the different aspects of life in Fribourg: the political system, the school system, local habits and customs, etc.

#### **The Croix-Rouge Fribourgeoise**

The Croix-Rouge Fribourgeoise (CRf) gives awareness classes on local Swiss realities to increase the knowledge already acquired. The classes are adapted to the participants' needs.

### The Croix-Rouge Fribourgeoise

Rue G.-Techtermann 2 Telephone: +41 26 347 39 40

E-mail: langues-sprachen@croix-rouge-fr.ch

### Caritas Suisse and the Education familiale

<u>Caritas Suisse</u> and the <u>Education familiale</u> implemented a project called "EcolePlus" which aims to prepare migrant parents and their children for Fribourg's school system. The workshops take place in different languages assisted by community interpreters.

## **Caritas Suisse and the Education familiale**

Boulevard de Pérolles 55 Telephone: +41 26 425 81 00 E-mail: <u>info@caritas.ch</u>, <u>contact@educationfamiliale.ch</u>

## The LivrEchange intercultural library

The LivrEchange intercultural library raises awareness for parents of pre-school children through workshops promoting fun-based and informal learning and exchange sessions among the participants.

## LivrEchange intercultural library

Avenue du Midi 3 Telephone: +41 26 347 15 77 E-mail: <u>info@livrechange.ch</u>

### <u>espacefemmes</u>

The association espacefemmes offers many servicers for women and their children. You will find information and related contact details on their website.



## **RED**

La RED is a house with the aim to promote exchanges among people from different cultural backgrounds. It is meant to give the best welcome to people who recently arrived in Fribourg. Language classes and all kinds of activities are also proposed.

#### **RED**

Route de la Glâne 47 1700 Fribourg

E-mail: info@associationlared.ch

If you are looking for other activities for and by the migrant communities, please contact the Social Cohesion section.

Telephone: +41 26 351 71 06 E-mail: cohésion.sociale@ville-fr.ch





# School and Education

How to register your child for school?

Which services does the City provides?

What happens after compulsory school?

Compulsory school is managed by the municipality whereas higher and further education fall under the State of Fribourg.





To understand Fribourg's school system, you can watch the documentaries available in several languages that explain how schools work in Fribourg:

Documentary presenting general information on compulsory school in Fribourg.

Documentary on Cycle 1 (4-8 years old)

Documentary on Cycle 2 (8-12 years old)

## Register your child

Your child will follow school in one of the 11 schools for children in pre-school and primary school and 4 cycles d'orientation (secondary school).

## Compulsory school (1-8 HarmoS)

In the canton of Fribourg, school is compulsory for all children from 4 years old. It runs from 1st HarmoS (1st year of pre-school) to 11th HarmoS (3rd year of cycle d'orientation). As a general rule, children attend the school situated in their neighbourhood.

If you have announced your arrival at the Local Registry before 1<sup>st</sup> of January of the year of your child's 4th birthday, no further step is required from your side. You will automatically receive a letter from the Municipality with the registration form.

In any case, you will have to visit the <u>Department of Schools</u> – Service des écoles – in person.

Documents to present: family book or the child's birth certificate

## **School Department**

Rue de l'Hôpital 2 2<sup>nd</sup> floor, reception, room n°206 1700 Fribourg

## Cycle d'orientation (9-11 HarmoS)

Please contact the office of one of the four <u>cycles</u> <u>d'orientation</u> (CO) of the City of Fribourg. They will define with you which school your child will attend based on your home address.

#### Home-schooling and private school

For <u>home or private schooling</u>, a request must be addressed to the <u>Direction of Public Education</u> – Direction de l'Instruction publique.

## Going further

- When will your child start school? Here is the <u>Information on school age</u>.
- What is your child's school like? Who is the person in charge? You will find information on the different pre-schools and primary schools in the City of Fribourg <u>here</u>.
- What is the <u>legal and regulatory basis</u> around compulsory education? On this page, you will find the different rules and laws concerning school.
- When are the school holidays? Which days are public holidays in Fribourg? The <u>school calendar</u> will give you all the useful information.





## Register your child for afterschool day-care

At the afterschool day-care (accueils extrascolaires AES) children are taken care of outside of school hours and during lunch.

The City of Fribourg has 6 day-care centres situated in different neighbourhoods¹. The children who go there are looked after by professionals who propose various activities adapted to their age. The costs vary depending on your income. You will find all the useful information on the <u>Service des écoles</u> page, especially the <u>information brochure</u> and the <u>registration form</u>.

### Les accueils extrascolaires

Rue de l'Hôpital 2 Entrance A, 2<sup>nd</sup> floor, room n°216 1700 Fribourg Telephone: +41 26 351 73 30

<sup>1.</sup> Bourg, Jura, Neuveville/Auge, Pérolles, Schoenberg and Vignettaz neighbourhoods





# Practice an extracurricular sport or cultural activity

Extracurricular sports and cultural activities allow your children to practice activities outside of school for free.

#### **Sports**

The City of Fribourg offers optional school sports classes to your children attending primary school to allow them to practice a sport on a regular & free basis, without becoming a member of a sports society. Some fifteen activities are proposed every week, from athletics to tennis, dance and climbing. Each child receives the information and registration form at the beginning of the school year.

### **Cultural activities**

L'École des p'tits artistes offers children artistic workshops for a small fee in French and German. These focus on drama and visual arts and are for children from 1H (pre-school). They take place in various neighbourhoods of Fribourg outside of school hours. Each child receives the information and registration form at the beginning of the school year.





## Special school services

If your child has special needs which require help in his or her schooling, the City of Fribourg offers a number of services provided by professionals and specialists.

The City of Fribourg has this special feature that consists in offering numerous professional services to solve problems related to child education.

## School medical section

The City of Fribourg has a <u>school medical section</u> with its own doctors and nurses, who are responsible for examinations in the city's schools, from pre-school to the end of the cycle d'orientation. In collaboration with the health-at-school network, they also take on prevention and health promotion.

The dental health service for school children is covered by the <u>Canton's School Dental Service</u> (SDS). The compulsory annual check is to be paid for but depending on your income, you are eligible for a subsidy (please contact the school office). Every year, you must submit an attestation from the dentist if your child has been treated by another dentist.

### **School medical section**

Rue de l'Hôpital 2 Entrance E 1700 Fribourg Telephone: +41 26 351 73 22

## **Canton's School Dental Service**

Boulevard de Pérolles 23 1st floor 1700 Fribourg Telephone: +41 26 305 98 00/02



## Psychology, speech therapy and psychomotor education

On request from parents and/or the teacher, specialists in the following fields can be consulted. They will only examine the child with the consent of the parents.

School psychology is meant for children attending pre-school, primary school and CO, who face school, relationship or personal difficulties. These children can be directed to the service through the teacher or directly by the parents. Upon the consent of the school inspector or the CO's Director, these consultations are free.

<u>Speech therapy</u> is advised for children who have articulation, voice, speaking, verbal or written language disorder.

<u>Psychomotor education</u> supports pre-school and school children in their difficulties in motor and psychological development.

## **Psychology section**

Rue de l'Hôpital 2 1700 Fribourg Telephone: +41 26 351 73 04/05

## Speech therapy and Psychomotor education section

Flos Carmeli Route St-Barthélémy 18 1700 Fribourg Telephone: +41 26 484 87 87

If your child does not speak French or German, the office will put you in touch with the head of the school-parents-migrants contact section (SCEPM) to organise a first meeting. The SCEPM will assist you in registering your child at school and organise the administrative formalities linked to starting school, with the support of an interpreter if needed.

## School-Parents-Migrants contact Section (SCEPM)

Rue de l'Hôpital 2 2<sup>nd</sup> floor, room n°213, entrance A 1700 Fribourg Telephone: +41 26 351 73 48





## **Continue studying**

In order to continue studying upon completion of compulsory school (CO), students have a choice of three course schemes: High School (maturité), diploma in general culture (diplôme de culture générale ECG) and vocational schools.

## **High School**

The three high schools in the city of Fribourg (Saint-Michel, Sainte-Croix and Gambach) prepare students to continue their studies at university or college. Students can choose their high school according to availability. The Higher secondary education department will give you all the necessary information around the registration process.

### **School of General Culture**

The diplôme de culture générale issued by Fribourg's School of General Culture (ECG) opens the access to Schools for Specialised studies - Hautes Ecoles Spécialisées (HES), College - Ecoles Supérieures (ES) or vocational training schools which require a superior level of maturity, age, and school knowledge.

## **Vocational schools**

The vocational schools bring together school and vocational training. Students can obtain a Federal Certificate of Capacity (Certificat Fédéral de Capacité – CFC). They can then complete this with a vocational maturity so as to gain access to the Hautes Ecoles Spécialisées (HES).

- The Vocational school for applied arts of Fribourg (EIKON)
- The Crafts and industry vocational school of Fribourg
- The Business vocational school of Fribourg
- The Trade school of Fribourg

### **Higher Education**

The University of Fribourg, the only bilingual university in Switzerland, is internationally recognised. The Hautes Ecoles Spécialisées are also well established in Fribourg, and give the city a vibrant student ambiance to the city.

- The University of Fribourg
- The Teacher Training School of Fribourg
- The Engineering and Architecture school of Fribourg
- The Management school of Fribourg
- The Health school of Fribourg
- The Social Work school of Fribourg

For adults wishing to continue or resume their training, the <u>Adults vocational orientation and training department</u> SOPFA is the point of contact. The <u>Official Swiss information portal for vocational, career and university</u> orientation will also help you choose a profession or a course.





## Ask for a scholarship or a training subsidy

If you wish to continue your studies but need financial help, you can apply for support.

Through the Scholarques Fund, the <u>Bourgeoisie of</u> the <u>City of Fribourg</u> grants subsidies for university students who have bourgeoisie rights<sup>1</sup> for more than five years.

The Charles-Jean Moosbrugger Foundation proposes scholarships to the citizens of the City of Fribourg willing to pursue English studies in the U.K.

The State of Fribourg also offers <u>scholarships</u> for people living in the canton and following a training course to obtain a federal or cantonal diploma. The State can also award a <u>student loan</u> which should be repaid at the end or upon discontinuation of the course.





# Day care for children

Are you looking for a day-care solution for your small child during working hours?

The City of Fribourg coordinates or subsidises <u>crèches</u>, family type day-care, <u>pre-schools</u> and <u>day-care centres</u>. All these solutions have to be paid for and generally, the price is based on the family income.





## Register your child in a crèche

he City of Fribourg has 10 crèches for children from 3 months old until they start compulsory education.

You can find a list of <u>the city's subsidised crèches</u> and a list of all the crèches on the <u>Federation of crèches</u> and <u>nurseries in Fribourg's</u> website.

As there is a high demand for crèche spaces, you will have to register your child on the <u>centralised waiting</u>. <u>list</u> of Fribourg's subsidised crèches.

Please fill and sign the <u>registration form</u> and send it by e-mail to the address <u>lac@crechesfribourg.ch</u> or by post to the:

Liste d'attente centralisée des crèches subventionnées de Fribourg

Case Postale /2 1705 Fribourg

Once the form is filled, a crèche will contact you when it has a free space.

If you have any questions, please call +41 79 914 79 66 on Tuesdays from 10am to 1pm.





## Register your child in a family type day-care

Through the <u>Association d'Accueil Familial de Jour de la Sarine</u>, you can have someone take care of your child from birth till the end of primary school, at the home of a registered childminder.

The Fédération d'accueil familial de jour de la Sarine will address the request for placement made by the online <u>registration form</u>. The registration can be completed either online or sent by e-mail to <u>sarine@</u> accueildejour.ch.

**Association d'accueil familial de jour de la Sarine** Passage du Cardinal 12 1700 Fribourg





## Register your child for Kindergarten

Children from 2 years old until the start of compulsory school can join one of 3 kindergartens.

Through this link, you will find the contact details of the different kindergartens as well as the Fribourg Association of kindergartens.





## Register your child for afterschool day-care

At the Accueil extrascolaire (AES) children are taken care of outside of school hours and during lunch.

The City of Fribourg has 6 day-care centres situated in different neighbourhoods<sup>1</sup>. The children who go there are looked after by professionals who propose various activities adapted to their age. The costs vary depending on your income. You will find all the useful information on the Service des écoles page, especially in the information brochure and the registration form.

## Les Accueils extrascolaires

Rue de l'Hôpital 2 Entrance A, 2<sup>nd</sup> floor, room n°216 1700 Fribourg

Telephone: +41 26 351 /3 30





# Associative and religious life

Do you want to develop your network?

Or engage with your Municipality for a better quality of life?

Would you like to take part in an association?

Are you looking for information about a given religious community?

Please do not hesitate to get in touch directly with the association of interest to you.





## Participate in community life

There are many associations in the city and its different neighbourhoods. To make contact with them or to take part in their activities, here you can find some more information.

Neighbourhood associations actively promote and defend the interests of residents. They regularly organise events (celebrations, meetings, excursions...) which are occasions to meet and discuss with other people.

Centres for sociocultural community life (centres d'animation socioculturelle – CAS) are open to all. Ready to welcome you, they offer activities, information and provide venues to support community life within the neighbourhoods. There are three CAS in the City of Fribourg, in Schönberg, Jura and the Lower-City (Basse-Ville).

Located in the neighbourhood of Beaumont, La Maison des générations futures, is a meeting spot open to all. The main objective of this association is to promote intergenerational exchanges, to share knowledge and know-how, and to help you develop new skills.

Le Port de Fribourg is a place of nature in the heart of the city. It offers a participative garden space, an open air sociocultural programme, an integrative bistro, all working in an eco-friendly way. Le Port is a seasonal project, open from May to September. The free activities are the results of collaborations and they are open to all.

There are <u>Cultural societies</u> in the city in various fields such as plastic arts, singing, folklore, history, reading, music and many others. Please do not hesitate to get in touch with the associations which interest you to join or participate in their activities!

More than 90 sports associations and clubs are active in the City of Fribourg. These groups contribute to public health, social life and integration of the youth and the elderly alike.





# Community and voluntary engagement

Many non-profits rely on voluntary participation. If you have a little free time, don't hesitate to get involved in a project or an association.

## Fribourg Sympa

Fribourg Sympa is a participatory project which aims to reinforce the quality of life, the inclusion of all and social cohesion. The City of Fribourg proposes to its residents a thirty-hour training course to become a Friendly Agent – Agent sympa. This training allows its participants to acquire new skills or to deepen existing ones.

### **Fribourg Sympa**

Telephone: +41 79 516 85 03 E-mail: <u>Fribourg.Sympa@ville-fr.ch</u>

## The volunteer network

The volunteer network – réseau bénévolat – of the canton of Fribourg has a platform on which you can find vacant volunteer positions in the whole canton

of Fribourg. You will find the list of all the city associations that are active in the canton. You can also get involved as a volunteer and participate in the proposed activities.

### **RÉSEAUBÉNÉVOLATNETZWERK**

Rte St Nicolas de Flüe 2 1700 Fribourg Telephone: +41 26 422 37 07

### **Opening times**

Monday: 1.30pm – 4.30pm in French and Germar Thursday: 1.30pm – 4.30pm in French

The Direction of health and social affairs of the canton of Fribourg have created a <u>volunteering activities map</u> that provides a snapshot of all the available information. It can guide those who wish to help refugees in the city as well as in the canton of Fribourg.





## **Religious Life**

Of Catholic tradition, Fribourg's calendar has many religious events. But there is a diversity of religious communities in the city.

The Constitution of the canton of Fribourg guarantees the freedom of conscience and faith. In the city of Fribourg, the following parishes and communities are present:

- Catholic Parishes
- Protestant Parishes
- Israeli Community
- The Muslims of Fribourg Association





## Mobility

How can I move around the City of Fribourg?

Are there any alternative means of transport to cars?

Where can I park my car or bicycle?

Where can I find a Swiss Rail Day pass at a discounted price?





## Use public transport

The city of Fribourg and its neighbouring areas are served by many public train and bus lines.

To facilitate transportation within the city, the City of Fribourg published the <u>Guide "my mobility"</u>.

The <u>Public Transport of Fribourg TPF</u> takes you to the right stop within Fribourg's neighbourhoods and neighbouring towns.

On the <u>Swiss Rail website</u> you can easily search for train timetables and purchase tickets online.

Day passes are sold for CHF 44.– and allow you to travel all day long on the Swiss rail network. They can be ordered and collected from the office of the Students' General association of the University of Fribourg (AGEF).

#### **AGEF**

Avenue de l'Europe 20 Room n°3022 1700 Fribourg Telephone: +41 26 300 73 12

## **Opening times**

Monday to Friday, during the semester 9.45am – 12.15pm / 1.45pm – 4.00pm Website: www.unifr.ch/agef/fr





## Request for a parking sticker

If there are no available parking spaces at your home, you can apply for a long-term parking permit in defined parts of the city under certain conditions.

The <u>local Police</u> is responsible for all parking issues. The permission for long-term parking, valid in markedout sectors, grants you the right to leave your vehicle longer than the allowed time. To organise your move, you can also book a parking spot with this form.

## Local Police, **Parking Management**

Grand-Rue 37 1700 Fribourg

Telephone: +41 26 351 71 11

### **Opening times**

8.00am - 11.30am / 2.00pm - 5.00pm On the eve of public holidays, offices close at 4.00pm





## Move around by bicycle

Cycling tracks, self-service bicycles, and home delivery of your shopping on electric bikes... the City of Fribourg welcomes all transportation on two wheels.

## Use self-service bicycles

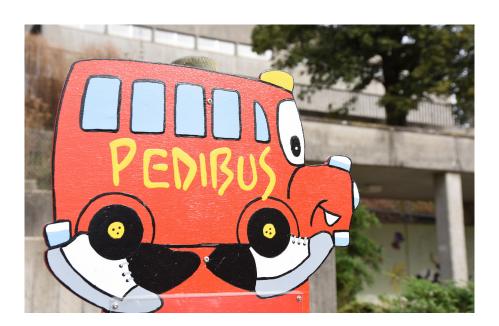
The company Publibike, with the support of the City of Fribourg, provides the citywith electric bikes in five different stations spread across the city¹. The system is compatible with other networks of the canton allowing for a daily or occasional eco-friendly transport at a reduced price.

### Get your shopping delivered at home

If you shop in the city centre, and have difficulties transporting your shopping home, you can call the <u>Cabamobil</u> service for home-delivery: your shopping will be delivered on an electric bicycle to your home, within the city of Fribourg. To make use of this service, bring your shopping to the information desk at the Fribourg Centre mall (on the same level as FNAC) (regardless of where it has been purchased from). This is a free service!

<sup>1.</sup> Five cycle stations: At SBB station, at St. Leonard Sports Centre, at Uni-Pérolles, at Bourg and at Heitera Parking P+R





## Going to school by Pedibus

The Pedibus is a safe, fun, and environmentally-friendly way to go to school.

With the Pedibus, children meet at a meeting point and go to school together, accompanied by an adult volunteer (parent, grand-parent, nanny...). If no Pedibus line passes near your home, you can propose a new one, by filling out an online form.





## Walking about the city

## In Fribourg, your feet are the best way to move around!

In Fribourg, you will find all the basic services within a range of 1.5 km, meaning a maximum of 20 minutes' walk. With its pavements, pedestrian streets and other soft mobility facilities, the city is particularly well adapted for walking.

Walking allows you to discover the city differently, keep fit and meet people. All this, without spending money, as well as avoiding traffic, noise, and pollution!





## **Social System**

What to do if your income doesn't support your basic needs?

Do you need help to pay for your health insurance?

Are you having trouble finding a job?

Different Departments in the city can help and give you advice.





## Register for unemployment

For residents of the City of Fribourg, registering for unemployment can be done at the <u>Commune's</u> <u>Labour Office</u>.

There are various unemployment funds which are responsible for paying monthly instalments. To help you choose among the different funds, you can refer to the <u>guide for job-seekers</u> published by the Public Employment Department (SPE).

Office communal du travail

Rue de l'Hôpital 2 1700 Fribourg

**Opening times** 

8.00am - 11.30am / 1.30pm - 4.30pm

www.fribourgpourtous.ch www.caisseavsfr.ch





# Obtain financial assistance and advice in social matters

If at some point you need financial help or assistance in managing your budget, you can contact the Social Welfare Department – Service de l'aide sociale – of the City of Fribourg and Caritas.

The <u>Service de l'aide sociale</u> receives and assesses requests from residents who cannot provide for their basic needs. The files are then sent to the Social Commission of the City of Fribourg who will decide whether or not to grant social aid.

## **Social Welfare Department**

Rue de l'Hôpital 2 1700 Fribourg Telephone: +41 26 351 76 04

## **Opening times**

Monday to Friday 8.00am - 11.30am / 1.45pm - 4.45pm If you have trouble managing your budget or are in debt, <u>Caritas</u> can advise you on how to make changes and improve your situation.

#### **Caritas Fribourg**

Department of debt management and reduction (on appointment) Hotline: 0800 708 708 Monday to Thursday: 10.00am – 1.00pm

Rue de Morat 8 1700 Fribourg E-mail: <u>info@caritas-fr.ch</u> +41 26 321 18 54 Office is open in the mornings





## Get back into the job market

For residents of the City of Fribourg, registering for unemployment can be done at the <u>Commune's Labour Office</u>.

Mesures d'intégration sociale (MIS) are for Swiss nationals or foreigners aged 18 years old or above living in the city of Fribourg who do not have access to the regular professional integration measures (unemployment).

Concrete and practical activities in 6 different fields (training, personal development, development of personal well-being, community, social participation and social value) allow participants to develop their social and interpersonal skills, and prepare them to return to work.