

# Registration for admission to a secondary school (transition 4 to 5)

You would like to register your child for the 5th grade at a school in Bremen?

## Competent Department

- [Die Senatorin für Kinder und Bildung | Referat 24 - Schulbetrieb, Schulentwicklung, Beratung und Aufsicht –Allgemeinbildende Schulen–](#)

## Basic information

You have the choice between high school and grammar school. Choosing the type of school is a responsible decision in which you will be supported by the school. For this reason, your elementary school offers you parent-teacher conferences at the half-year change of the 4th grade. Take advantage of this opportunity to have your child's prerequisites for learning in lower secondary school explained to you by the teachers and to discuss in detail the advantages and disadvantages of the individual types of school for your child's further school career. At the same time, you as parents have the opportunity to describe how you yourself assess your child. You also know your child from other life situations and naturally associate the choice for your child with wishes and hopes for the further school career.

It is up to you to decide which type of school is suitable for your child. However, you must have participated in the counseling interview offered. Your participation in the counseling session is mandatory. If you do not participate in the counseling session, the elementary school will assign your child to a school type.

## Requirements

The child must be in the 4th grade.

## What documents do I need?

- No documents are required for all children of the schools in the city of Bremen. For all other children (incl. Bremerhaven) the following documents are required:
  - Proof of move to Bremen at the beginning of the school year
  - Competence descriptions for the subjects German and mathematics
  - Log sheet

# Procedure

Be sure to indicate three different schools of choice. The first, second and third choices represent a ranking order. If you have chosen only one school and your child cannot be admitted to this school of choice, he/she will not take part in the further admission procedure of the second and third choice.

The admission procedure for grade 5 is controlled centrally by the Senator for Children and Education using a technology-based system. This means that all data is anonymized and forwarded to the desired lower secondary school (Oberschule or Gymnasium) for the admission procedure. Because of this procedure, it is ensured that each child can only register once per choice.

At the end of February/beginning of March, three separate admissions procedures are conducted in the lower secondary schools, one after the other, in the order of first through third choice.

If there are sufficient pupil:in places available, all children are admitted, regardless of performance criterion or elementary school allocation.

If the demand exceeds the school's admission capacity, the so-called admission procedure is carried out. A distinction is made between the Gymnasium and the Oberschule.

The admission procedure for the Oberschule

1. First, if necessary, up to 10% of the available places are allocated to hardship cases.
2. Subsequently, up to one third of the total number of available places are awarded to students from the assigned elementary schools whose learning development report for the school semester of grade 4 shows performance in the subjects German and mathematics that is above the regular standard. An overview of the elementary schools assigned to the high schools can be found at the end of this brochure.
3. Thereafter, children from assigned elementary schools are considered without regard to the performance criterion. A list of the assigned elementary schools to the high schools can be found at the end of this brochure.
4. If there are still places available afterwards, children from other elementary school can also be admitted.

If the number of applications within a group exceeds the places available for that group, the decision within the respective group is made by drawing lots.

The admission procedure for the Gymnasium

1. First, if necessary, up to 10% of the available places are allocated to hardship cases.

2. Subsequently, students are admitted whose learning development report for the school semester of grade 4 shows performance in the subjects German and mathematics that is above the regular standard.
3. If there are still places available, the remaining children can also be admitted.

If the number of applications within a group exceeds the number of places available for that group, the decision within that group is made by drawing lots.

After completion of the admission procedure, you will receive a decision.

## **Legal bases**

- [Verordnung über die Aufnahme von Schülerinnen und Schülern in öffentliche allgemeinbildende Schulen](#)
- [Rechtsgrundlagen auf den Internetseiten der Freien Hansestadt Bremen](#)

## **What deadlines must be paid attention to?**

Each year, a deadline is published online by which the application must be submitted.

## **How long does it take to process**

Not specified.

## **What are the costs?**

gebührenfrei