

Dear parent, who you are looking for a kindergarten in Germany

Please write an application letter, like the one below. Use your own words, explaining:

- Who I am? (introduce yourself and your family: complete name of father, mother and your child/ children)
- What is your motivation
- Length of duration (i.e.: “we plan to arrive in mid of June and want to stay till mid of July 2020”)
- Approximate time frame per day you would like to send your kid in the kindergarten (i.e.: 7 hours, 8 hours, 9 hours etc.)
- Age of kid (birth date, with some background information about personality and especially language skills)
- At the end: Add 4-5 photos of your kid and your family (labelling: please put names below the photos). There should also be photo from you, the parents.

Here are links to [Example 1](#), [Example 2](#)

email: \_\_\_\_\_

telephone number: \_\_\_\_\_

Dear Ladies and Gentleman,

My name is \_\_\_\_\_ (please add complete name for the contract) and I am from Taiwan. I am currently planning on a trip to Germany with my daughter, \_\_\_\_\_, for the summer of 2020. The intention of this trip is to further improve \_\_\_\_\_ language proficiency in Deutsch as well as to enrich his/her overall experience and appreciation of the German culture, thus we are now looking for a kindergarten where \_\_\_\_\_ can go to.

In June, \_\_\_\_\_ is going to be nearly \_\_\_ years old, and by that time, he/she will have been in the German kindergarten of the "Taipei European School" in Taiwan for already \_\_\_\_ years. He/She now can understand German quite well and already has a good capacity of expressing himself/herself in short sentences. Aside from that, \_\_\_\_\_ is a happy child and also quite verbal; he/she likes singing, drawing and cutting, as well as playing board games and puzzles.

We plan on arriving in \_\_\_\_\_ around \_\_\_\_\_, and are likely to stay till approx. the mid of July. It would be really great if your kindergarten is able to accept \_\_\_\_\_ for such time frame. I believe it will be tremendously helpful for him/her getting to know something about the German education and culture.

Thank you in advance for your kind consideration and looking forward to hearing from you soon!

Best Regards,

Please put here some photos of your family and label them

