



## Information sheet: national visa

### Visa to seek vocational training place (Section 17 Residence Act)

#### Basic information

- Documents not in the English language must be submitted with a certified German translation. A translation of the personal data page of the passport is, however, not required.
- Certificates, diplomas, etc. must be presented in the original. Your original documents will be returned to you once your application has been processed.
- **Processing time is as a rule ca. 4 weeks** but can take longer in individual cases.
- Flight reservations are not required to apply for a visa – please only book when you have received your visa.
- The mission abroad reserves the right to request further documents.
- Missing documentation delays the procedure and can result in your application being rejected.
- **Please do not contact the mission abroad to check the status of your application during the normal processing period.** Such inquiries are extremely time-consuming for the visa section and can thus not be answered.
- **Please do not staple the documents**

#### General information

You can enter Germany to look for a vocational training place if your German language skills are at B2 level and you are younger than 25 years old. You can find out more about living and working in Germany at [www.make-it-in-germany.com](http://www.make-it-in-germany.com).

Use the following checklist to make sure your application documents are complete. All documents listed here are to be submitted in the requested **form and order**.



### Visa application checklist

The following documents are to be submitted in full with every application.

		<b>Missing</b>
	One (1) fully completed and signed application including declaration pursuant to Section 54 Residence Act	
	One (1) recent biometric passport photo (see specimen photos)	
	Valid passport (personally signed and with at least two (2) completely empty pages)	
	One (1) uncertified copy of the data page of your valid passport	
	Health insurance in line with EU standards (covering the entire Schengen area, minimum coverage of 30,000 €, valid from the day of entry)	
	Letter of motivation outlining for what jobs and where a vocational training place is sought	
	Proof of German language skills (B2) in the form of a recognised language diploma (original and one (1) copy)	
	School-leaving qualifications (original and one (1) copy)	
	Proof of adequate financial means (original and one (1) copy)  <u>Financing</u> To stay in Germany, each individual applicant must have at their disposal at least 1027 € per month. Proof of these means (for example in the form of a blocked account or a formal undertaking by a third person to cover all costs) is to be provided in advance when the application is submitted. When submitting an application, financial means totalling at least 6162 € and additional funding to finance departure from Germany where applicable must be proven.  <u>In the case of financing in the form of a blocked account:</u> Open the blocked account in good time BEFORE you apply for a visa. When applying for a visa, only the official confirmation of the opening of the account including information on the amount paid in and the amount available per month will be accepted. A confirmation which does not include this information is not sufficient. Proof of lodgement or transfer of funds without the aforementioned confirmation from the bank is not sufficient.	
<b>Applicant of a nationality other than South African</b>		
	Proof of residence title/habitual abode in South Africa	
<b>Fee</b>		
	Visa fee of 75€. Payable in Rand.	
<b>Completeness of application</b>		
	The application is complete: <input type="checkbox"/> Yes <input type="checkbox"/> No, the information/documents indicated above are lacking.	
<p><b>Declaration when applications are not complete:</b>            I have been informed that my application is not complete. I am aware that submitting an incomplete application can lead to the application being rejected. I would like to submit my application nevertheless.</p>		
<p>_____</p> <p>place, date, signature</p>		