



## Information sheet: national visa

### Visa for doctorate students

#### 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.
- As a rule, visa applications must be approved by the relevant foreigners` authority in Germany. The visa can only be issued when this approval has been received.
- **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

Foreign doctorate students who have been accepted at a German university for a doctorate or a doctorate programme on a full-time basis can apply for a visa for doctorate students in Germany. If the doctorate is being completed as part of a contract of employment or a research agreement with a German university or research institute, you can apply for a visa for a research stay.

- During your studies, you can take up student jobs to help cover your expenses.
- Upon completing your studies, you will have the opportunity to look for a job.

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 <a href="#">application including declarations pursuant to Section 54 Residence Act</a>	
One (1) recent biometric passport photo (see specimen photos)	
Valid passport (personally signed and with at least two completely empty pages)	
One (1) uncertified copy of the data page of your valid passport	
Notification of admittance to study for a doctorate or for a doctorate programme (original and one (1) copy)	
University qualification (original and one (1) copy)	
Curriculum vitae with one (1) extra copy	
Letter of motivation with one (1) extra copy	
<p>Proof of adequate financial means</p> <p><u>Financing</u> To stay in Germany the applicant must have at their disposal <b>at least € 992 per month</b>. Proof must be submitted with the application of financial means for at least one year, which is at least € 11 904 (for example, in the form of a blocked account or a formal undertaking by a third person to cover all costs).</p> <p><u>In the case of financing in the form of a blocked account:</u> Open the blocked account <b>in good time BEFORE</b> you apply for a visa. When applying for a visa, <b>only the official confirmation of the opening of the account</b> 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.</p>	
<p>Proof of adequate health insurance cover</p> <p>If as a student you want to take out statutory health insurance, you must bear in mind that this insurance can only begin when you take up residence in Germany and after enrolment. If you enter Germany beforehand, private health insurance must be taken out for the period prior to enrolment and registering for statutory health insurance. In its terms and conditions, travel health insurance can exclude protection if a long-term or permanent stay is planned. So-called incoming travel insurance can also contain such exclusions.</p>	
<b>Applicant of a nationality other than South African</b>	
<input type="checkbox"/> Proof of habitual abode by South Africa	
<b>Fee</b>	
<input type="checkbox"/> Processing 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>	