Info Session: Visa and Residence Permit

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TUM Center for Study and Teaching
Student advising and information services
Info Session:
Visa and Residence Permit

Please turn your camera on, we’d like to see your smile!

Please be aware, that our session deals **exclusively** with visa and residence permit matters.

For admission questions, please contact studium@tum.de
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It’s all about preparation!

- Requires self-sufficiency and proactivity
- Reading information carefully
- Making a checklist

Picture: Jess Escaros for the Philippine News Agency
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Visa

Visa, do I need one?

Check the Visa navigator at: [https://digital.diplo.de/navigator/en/visa](https://digital.diplo.de/navigator/en/visa)

Request a Visa

Contact the [German representation](#) in your country
Requesting a Visa

If you have an acceptance letter
- **Study visa**

If you don’t have an acceptance letter yet or are going to Studienkolleg
- **Prospective student visa**

Make an appointment

Prepare the documents requested
City registration

As soon as you arrive in Germany, you’ll need to Register

Registration must happen in the first 14 days of arrival

Residence Registration Office

Picture: Mario de Biasi
Residence Registration Office - Einwohnermeldeamt

- In Munich KVR (Kreisverwaltungsreferat)
- In Ottobrunn Meldeamt
- In Freising Bürgerbüro
- In Straubing Meldewesen
- In Heilbronn Zentrales Bürgeramt

Picture: Marie-Lan Nguyen
Documents for your Registration

• Appointment!
• Form for registration: Anmeldung
• Passport
• Landlord’s confirmation or owner’s confirmation about the occupation of the apartment: Wohnungsgeberbestätigung
Residence Permit

- Once you arrived in Germany and after registration you will need to request a **residence permit**

- Request an appointment as soon as possible!

- Apply for a residence permit before your visa is no longer valid (normally 180 days before it expires)

- eAT
Residence Permit

Extended for
- Min. 1 year
- Max. 2 years

Total stay
- Max. 10 years

Request at
- Foreigner's Office
Validity

• In Munich the validity usually 2 years, in Freising usually 1 year
• Can be renewed if the purpose of the stay has not yet been achieved and can still be achieved within a reasonable time.
• Study must be finished in an appropriate time (maximum 10 years)
• Postgraduate (PhD.) until 15 years
Residence Permit

Foreigner’s office

- In Ottobrunn **Landratsamt München**
  Fachbereich 4.6.1 - Einreise und Aufenthalt
- In Freising **Ausländeramt Landkreis Freising**
- In Straubing **Migrationsbeirat Straubing**
- In Heilbronn **Ausländerbehörde Heilbronn**
- In Munich **KVR** (Kreisverwaltungsreferat)

Pictures: Thomas Sorenes
Residence Permit

Foreigner’s office

- In Ottobrunn [Landratsamt München](#) 
  [Fachbereich 4.6.1 - Einreise und Aufenthalt](#)
- Appointments can be made online or calling the clerk responsible for your case

Pictures: Thomas Sorenes
Residence Permit

Foreigner’s office

- In Freising [Ausländeramt Landkreis Freising](mailto:auslaenderamt@kreis-fs.de)

Call the clerk responsible for your case for an appointment or send an email to:

auslaenderamt@kreis-fs.de
Residence Permit

Foreigner’s office

- In Straubing [Migrationsbeirat Straubing](#)
- Call the city administration for details

*Pictures: Thomas Sorenes*
Residence Permit

Foreigner’s office

• In Heilbronn Ausländerbehörde Heilbronn
• Call the clerk responsible for your case

Pictures: Thomas Sorenes
Residence Permit

Munich‘s Foreigner‘s Office KVR

In the city of Munich you apply online for your residence permit.

Only with appointment!

Appointment may take about 10 weeks

Don‘t panic!
Residence Permit

Required Documents

- Application form
- Passport, copy of visa and copy of the entry stamp
- Enrollment (Certificate of matriculation)
- Current proof of health insurance or a copy of the insurance card
- Sufficient proof of financing
Residence Permit

Sufficient proof of financing

- Notarized declaration from parents, securing the livelihood or
- Formal obligation Verpflichtungserklärung or
- Savings account or blocked account at a German bank with 11,364 euro Sperrkonto or
- Confirmation of scholarship or
- Bank guarantee from a German bank
Residence Permit

Application process

After filling the application:

• Wait for your appointment

• Go to your appointment

• Receive a temporary residence permit Fiktionsbescheinigung

• Wait for your residence permit card eAT to arrive in the mail
Summarizing

Step 1: City registration
Step 2: Prepare your documents
Step 3: Apply for residence permit
Step 4: Go to your appointment
Step 5: Wait for your eAT to arrive
Tips for success

- Make yourself a checklist!
- Be an expert on your case
- Have all required documents to avoid delays or second appointments
Contact

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