



Servicestelle für Zuwanderung und Einbürgerung

Department for international
students, scientists and
researchers





LOCAL JURISDICTION

- Which foreigners authority is responsible for you?
- Registration process for munich residents



HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

- Contact form
- Servicehotline



RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements
- Application process within the city of munich
- validity
- Working
- Changig your study subject and/or university



LOCAL JURISDICTION

Which foreigners authority is responsible for you?

- the local jurisdiction depends on your place of residence

- for residents of Munich:

Kreisverwaltungsreferat München
Ruppertstr. 19
80337 München
Entrance C






LOCAL JURISDICTION

Registration process for
munich residents

Registration munich

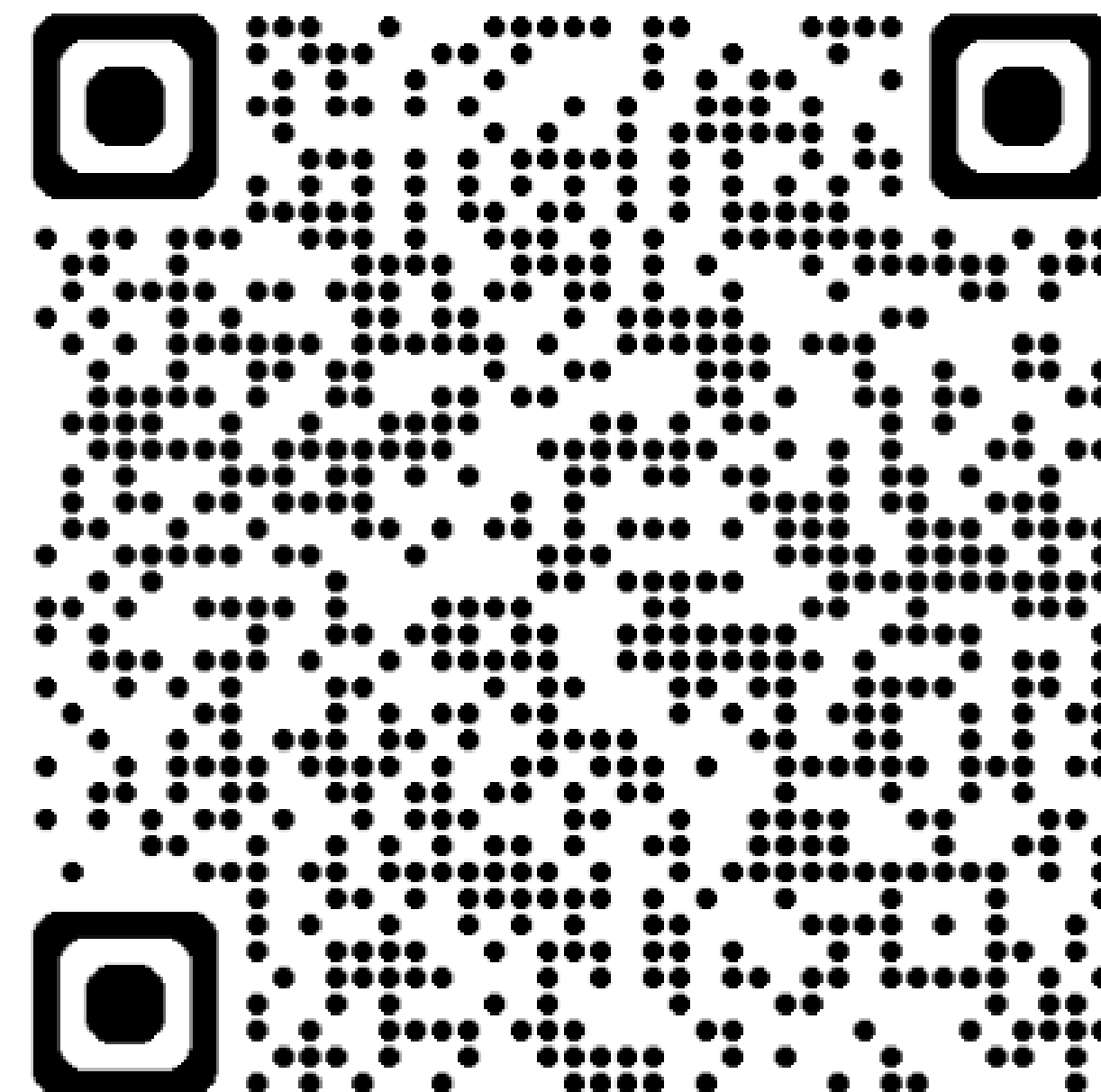
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 muenchen.de
<https://stadt.muenchen.de/info> · [Diese Seite übersetzen](#)

Residence Registration - Landeshauptstadt München

Residence **Registration**. When moving to **Munich** to take up permanent residence, you must **register** your address within two weeks of your arrival.





LOCAL JURISDICTION



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RESIDENCE PERMIT FOR STUDY PURPOSES

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- What happens if I am exmatriculated?

RESIDENCE PERMIT FOR STUDY PURPOSES (NON EU CITIZENS)

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed)
- Proof of secure livelihood
- Health insurance
- Enrollment at a state university





RESIDENCE PERMIT FOR STUDY PURPOSES

- application form

Which application form is the right one?

- for residents of munich:

[application form](#)

- for residents of other cities and districts:

Please contact your local immigration office for more information

RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed) ✓
- Proof of secure livelihood
- Health insurance
- Enrollment at a state university





RESIDENCE PERMIT FOR STUDY PURPOSES

- Proof of secure livelihood

- available money per month (2025: EUR 992,-) (this amount increases annually)

- translated and notarized declaration from parents, securing the livelihood

or

- formal obligation (Verpflichtungserklärung) §68 Residence Act

or

- savings account or blocked account at a german bank with EUR **11.904,--**

or

- confirmation of scholarship (e.g. DAAD)

RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed) ✓
- Proof of secure livelihood ✓
- Health insurance
- Enrollment at a state university





RESIDENCE PERMIT FOR STUDY PURPOSES

- Health insurance
- **No travel insurance**
- Benefits comparable to a statutory health insurance

for the application:

- Copy of the health insurance card
- or
- Proof of membership of a health insurance company

RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed) ✓
- Proof of secure livelihood ✓
- Health insurance ✓
- Enrollment at a state university ✓





RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within
the city of munich



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🏠 > [Residence permit - Study](#) > Kreisverwaltungsreferat

Residence permit - Study

Deutsch 🌐 | Read aloud 🔊

You are not from an EU country, Norway, Iceland, Liechtenstein or Switzerland and would like to study in Munich? Then you need a residence permit.

[Apply online →](#)

[Contact form →](#)

[Contact ↓](#)





Aufenthalt für Studienzwecke



Information


Sie wollen eine Aufenthaltserlaubnis zu einem der folgenden Themen beantragen:

- » [Aufenthaltserlaubnis zur Studienvorbereitung \(nur Erstantrag\)](#)
- » [Aufenthaltserlaubnis zum Studium \(Erstantrag und Verlängerung\)](#)
- » [Aufenthaltserlaubnis zur Promotion \(Erstantrag und Verlängerung\)](#)
- » [Arbeitsplatzsuche nach dem Studium \(nur Erstantrag\)?](#)

Datenschutzerklärung

Um Ihre Angaben zu bearbeiten, benötigen wir von Ihnen personenbezogene Daten. Diese Daten erheben wir nur im notwendigen Umfang. Wir halten uns an die Datenschutzgesetze und geltenden Vorschriften. Weitergehende Informationen finden Sie in der » [Datenschutzerklärung](#) zu dem von Ihnen gewählten Online-Dienst der Landeshauptstadt München. Bitte beachten Sie dazu auch die » [Hinweise zum Datenschutz](#) im Impressum der Landeshauptstadt München.

Haben Sie dieses Formular bereits einmal ausgefüllt und gespeichert?

Dann können Sie das nachfolgende Formular mit zuvor gespeicherten Angaben fortsetzen. Klicken Sie dazu auf  **Datei zum Hochladen auswählen** und suchen Sie die .html-Datei mit den betreffenden Formulardaten, die Sie zuvor auf Ihrem Computer gespeichert haben.

Klicken Sie dann auf **→ Starten**.

Datei zum Fortsetzen:



Datei zum Hochladen auswählen...

Vorgang starten

Klicken Sie auf **→ Starten**, um das Formular Schritt für Schritt online auszufüllen.

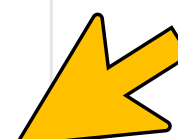
Sie erhalten ein fertig ausgefülltes Dokument als PDF-Dokument für Ihre Unterlagen.



Abbrechen



Starten



Unfortunately, the application guide is currently only available in German. We must ask you to use it anyway in order to receive your application documents in the correct form.



RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within the city of Munich

An application for a residence permit has a **fictitious effect**. This means that your current **visa continues** to be valid or your stay **is permitted until the decision of the immigration authority** if you applied before your prior residence permit expired.

Fiktionsbescheinigung according to § 81 AufenthG

Die Inhaberin/der Inhaber dieser Bescheinigung hat bei der Behörde die Erteilung/Verlängerung eines Aufenthaltstitels beantragt.*

Bis zur Entscheidung der Ausländerbehörde über diesen Antrag gilt

- ☐ der Aufenthalt als erlaubt (§ 81 Abs. 3 Satz 1 AufenthG),*
- ☐ die Abschiebung als ausgesetzt (§ 81 Abs. 3 Satz 2 AufenthG),*
- ☒ der Aufenthaltstitel als fortbestehend (§ 81 Abs. 4 AufenthG).*

Die Inhaberin/der Inhaber hat die Dokumentation eines Aufenthaltsrechts nach dem FreizügG/EU oder dem Abkommen EU-Schweiz beantragt, das hiermit vorläufig bescheinigt wird.*

*Nicht Zutreffendes bitte streichen

Diese Bescheinigung wird mit Ablauf des im Klebeetikett (Seite 5) genannten Gültigkeitsdatums ungültig.

Diese Bescheinigung gilt nur in Verbindung mit

Bezeichnung des Identitätsdokumentes

ausgestellt am

von Behörde, Staat

Serien-Nr.

Landeshauptstadt München, München

Ausstellende Behörde (Bezeichnung, Ort)

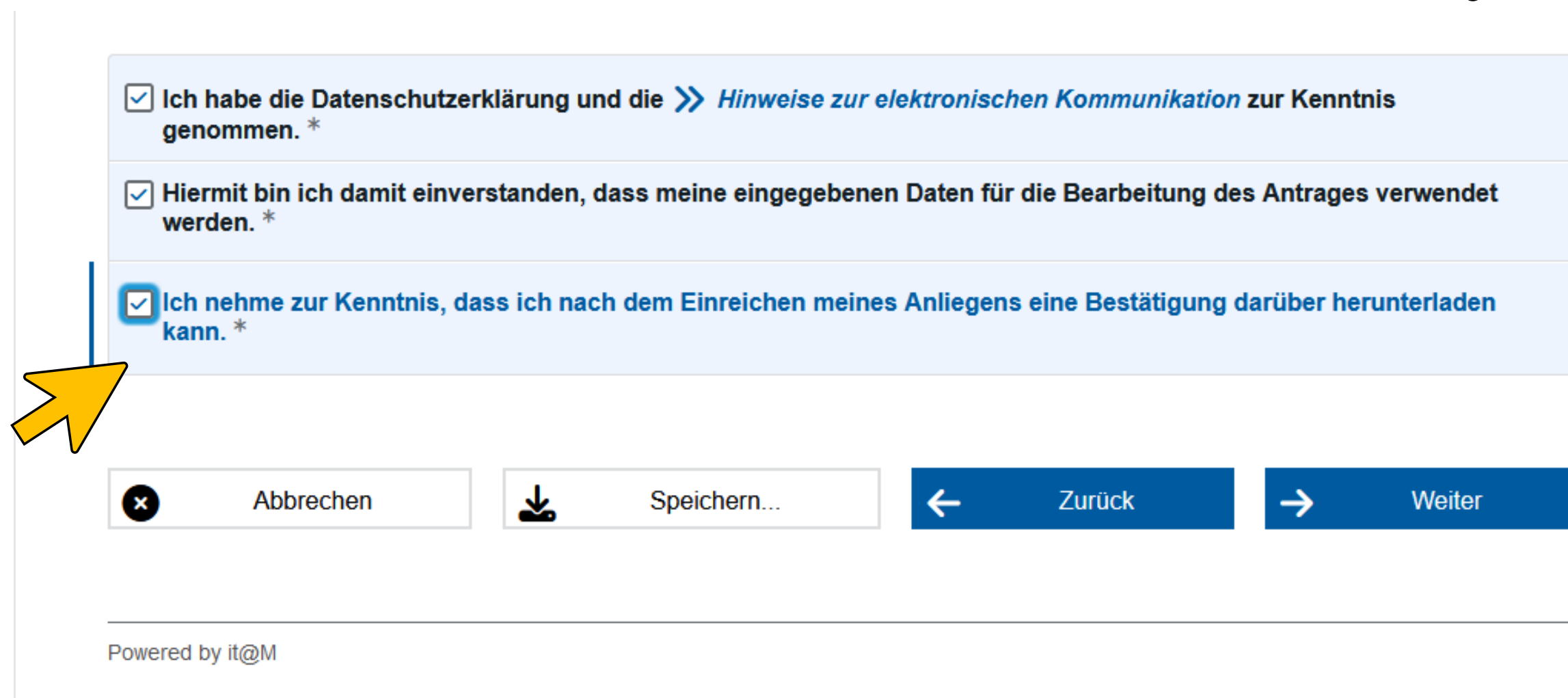
Im Auftrag
08-10-24
Datum, Unterschrift



RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within the city of Munich

Can I receive confirmation of this when I submit my application?



☒ Ich habe die Datenschutzerklärung und die [Hinweise zur elektronischen Kommunikation](#) zur Kenntnis genommen. *

☒ Hiermit bin ich damit einverstanden, dass meine eingegebenen Daten für die Bearbeitung des Antrages verwendet werden. *

☒ Ich nehme zur Kenntnis, dass ich nach dem Einreichen meines Anliegens eine Bestätigung darüber herunterladen kann. *

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RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within
the city of munich

Aufenthalt für Studienzwecke



Einreichen erfolgreich

Vielen Dank für die Übermittlung Ihres Anliegens. Bitte berücksichtigen Sie, dass wir einige Zeit für die Bearbeitung benötigen.

Sie erhalten in Kürze eine Bestätigung per E-Mail.

Dokument:

 **PDF** *PDF-Antrag.pdf* (213 KB) 

Klicken Sie auf  **Speichern...**, wenn Sie dieses Anliegen als Vorlage auf Ihrem Computer speichern möchten.

Wie hat Ihnen dieser Online-Dienst gefallen?

Dürfen wir noch um eine Minute Ihrer Zeit bitten, um unser Angebot weiter zu verbessern?

Bitte klicken Sie auf unser [Feedback-Formular](#) für eine kurze Rückmeldung. Vielen Dank!



Speichern...



Beenden



RESIDENCE PERMIT FOR STUDY PURPOSES

- validity
- First issue for 3 years
- extension for at least 1 year
- renewal if the purpose of the stay has not yet been achieved and can still be achieved within a appropriate time
- study must be finished in an appropriate time
 - ⇒ normal period of university education (Bachelor/Master) + three semesters (maximum 10 years)
- further postgraduate or doctoral (PhD) studies are possible



RESIDENCE PERMIT FOR STUDY PURPOSES

- I would like to stay abroad for more than six months, what should I do?

- **The residence permit expires automatically if you stay abroad for more than 6 months.**
- Application for a re-entry certificate

possible for:

- an exchange program abroad (up to 2 semesters)
- urgent personal or study-related reasons
- **please apply before leaving Germany (Otherwise: new VISA)**



RESIDENCE PERMIT FOR STUDY PURPOSES

- working
- employment up to 140 or 280 half days per calender year without separate permission (so called „working days account“)
- You are obligated to not exceed the 140 days, there is no physical account being managed by the student department
- self-employed or work as a freelancer is not possible within the 140 day regulation



RESIDENCE PERMIT FOR STUDY PURPOSES

- working

- **Every work day up to 4 hours is a half day**
- employment as a **student assistant (usually scientific assistant)** at the university or at another academic institution is not credited to your working days account and there is no need of separate permission
- **internships being a mandatory part of your university studies** without separate permission
- **for all other internships** you need to use your 140 days



RESIDENCE PERMIT FOR STUDY PURPOSES

- working

I would like to work more than 140 days a year?

- You cannot work more than 140 days per year.

Exception: Financial hardship through no fault of your own.

Can I spend the 140 days working for different companies?

- Yes, you can – but in total not more than 140 days.



RESIDENCE PERMIT FOR STUDY PURPOSES

- Changing your study subject and/or university

1st to 3rd semester

- a one-time change is usually possible
- any change must be approved by the student department
- indication without delay, but at the latest within 14 days after the new enrollment
- certificate of enrollment
- proof of academic achievement (performance records)

from 4th semester

- a change is only possible after an individual evaluation
- detailed statement about the reasons for the change and the further planned study courses
- e.g. recognition of courses of study is of advantage
- any change must be approved by the student department
- indication **before** the new enrollment



RESIDENCE PERMIT FOR STUDY PURPOSES

- I have been exmatriculated –
what do I have to do?

Exmatricultation alone **has no direct effect** on the validity of the residence permit. However, you **must report being exmatriculated** to the student department. We will then decide whether you can keep your residence permit or whether it will be revoked or changed.

Please note that there may be variations depending on the additional provisions of your residence permit.



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[Apply online →](#) [Contact form →](#) [Contact ↓](#)

You can use the contact form
for the following requests:

- general questions
- Submission of documents for
an application that has
already been submitted



HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

- Servicehotline



Servicetelefon Ausländerbehörde

 [+49 89 233-96010](tel:+498923396010)

If you have general questions or questions about your application, you can also contact our service hotline.

- Telephone consultation hours:
- Monday 7.30 bis 15.30 Uhr
- Tuesday 7.30 bis 15.30 Uhr
- Wednesday 7.30 bis 15.30 Uhr
- Thursday 7.30 bis 15.30 Uhr
- Friday 7.30 bis 13 Uhr



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