



## Information sheet: national visa

### Visa for Master/ doctoral studies (Section 16b Residence Act) - also including preparatory language course

#### Basic information

- Please see basic information on applying for a visa on our website. **Applications can only be submitted via the [Consular Services Portal](#).**
- The German mission is only competent should you have your permanent residence in Tanzania
- Documents not in the German or 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 with apostille/legalization. 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. six weeks once application is complete** 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.

#### General information

Foreign students who have been accepted by a German university (where applicable with a preparatory language course) or a preparatory college (Studienkolleg) can apply for a visa to study in Germany. You are advised to secure your admittance or acceptance from the university **as early as possible**.

→ 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. Please bring a print out to your interview.

All documents listed here are to be submitted in the requested **form and order**.



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### Visa application checklist

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

- One fully [completed and signed applications](#) including declarations pursuant to Section 54 Residence Act
- Where applicable, one declaration fully completed and signed regarding contact details and power of attorney
- One recent biometric passport photo (see specimen photos)
- Valid passport (personally signed and with at least one completely empty pages)
- One uncertified copy of the data page of your valid passport
- Applicant's birth certificate
- School reports as well as highest secondary school leaving certificate including proof of recognition
- Notification of admittance to doctorate studies or proof of admittance to the doctorate programme (original and one copy), including information on the language of instruction
- Proof of language skills: Usually Proof of B2 Certificate is required. Language certificate must be certified [by a ALTE institution](#). Language skills should be approved by the university. If language of instruction is not German, TOEFL or IELTS-Certificate needs to be presented
- Certificates of other academic qualifications/ Bachelor or Master (original and one copy) as well as proof of recognition
- One Curriculum vitae
- One letter of motivation for intended studies
- Information on first accommodation - where do you intend to stay upon arrival?
- Proof of payment if study fees/ payment of preparatory course
- Proof of adequate financial means  
Financing  
To stay in Germany the applicant must have at their disposal at least 992,- € net per month. Proof must be submitted with the application of financial means for at least one year, that is at least 11.904,- € (for example, [in the form of a blocked account](#) or a formal letter of obligation (Verpflichtungserklärung). Scholarship - Proof of scholarship including above mentioned amount being covered. Unlike other visa applicants, **university applicants without an admittance notification** who are applying for a visa pursuant to Section 17 (2) of the Residence Act must have at their disposal at least 1.091,- € net per month (13.092,00€ per annum).



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- Proof of adequate health insurance cover

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.

### **If applicable: for a preparatory language course/ preparatory college:**

Preparatory language course:

- Admission to the preparatory language course with at least 18 hours per week as well as
- Proof of admission to university following the successful language acquisition
- A1 certificate. A submitted language certificate must have been issued by an [ALTE-certified institution](#)
- Proof that fees have been paid

Preparatory study college:

- Admission to preparatory study college as well as
- B1 certificate. A submitted language certificate must have been issued by an [ALTE-certified institution](#)
- Proof that fees have been paid

#### **In the case of preparatory language course or internship**

- Acceptance for preparatory language course or internship

#### **Applicant of a nationality other than Tanzania**

- Proof of habitual abode by Tanzania

#### **Fee**

- Visa fee of 75 €. Payable in TZS

#### **Completeness of application**

- The application is complete:  Yes  No, the information/documents indicated above are lacking.

#### **Declaration when applications are not complete:**

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.

\_\_\_\_\_ place, date, signature