

Do you require a visa for entry to the Federal Republic of Germany?

- ⌚ People from EU and EWR states and from Switzerland do not require a visa and no subsequent residence permit.
- ⌚ People from Australia, Brazil, Israel, Japan, Canada, (South) Korea, New Zealand and the USA do not need a visa for entry to Germany. Those who intend to stay longer than 3 months have to apply for a residence permit for studying with the immigration department in charge.
- ⌚ People from all other countries require a visa for entry and have to apply for this at the German embassy or consulate in their home country.

What kind of visa would you like to apply for?

Visa for language learning

A language course visa entitles you to take part in a language course only. One of the requirements is a booking confirmation of a German language course of a minimum of 20 class hours per week. This kind of visa is initially issued for 3 months and can be extended by the immigration authority in Bielefeld for a further 9 month period.

Visa for study applicants

If you have not yet gained admission from a German university, you may apply for this visa. It is generally valid for 3 months, and can be extended in Germany for up to 9 months more. As a special prerequisite here you need to be able to show a confirmation of application by the university you would like to attend. Within the time limit mentioned above, you must prove to be in possession of either an admission to a study course or a confirmed booking of a preparatory German course. This visa may then be changed into a limited residence permit for the duration of your university studies. Please take all the originals and a certified translation of your school and your academic certificates with you to avoid any delay in your university application.

Visa for study purposes or for study preparation

If you would like to join a German language course before beginning your university studies or if you already have admission from your German university, you are entitled to this type of visa. Please note: At the embassy, you should mention that this course is meant to prepare you for your studies. In time prior to the visa's expiry, you should then apply for a residence permit for study purposes. This gives you up to two years' time to take part in so-called study preparation activities (e.g. a language course or a course at Studienkolleg). Prerequisites for this type of visa are our booking confirmation for intensive German courses, plus the application confirmation of a university and a passed university admission eligibility

examination (or highschool diploma) in your country.

Application for a visa for language learning purposes

If you want to apply for a language course visa, you have to comply with the regulations listed below.

Visas are granted by the German foreign missions (embassies and consulates general) in your home country.

We urgently advise you to check the correctness of the following information with the appropriate German foreign mission in your home country. As there may be different regulations for individual countries, TANDEM Bielefeld cannot guarantee the correctness of the information provided.

When applying for a visa, you have to submit:

- 🕒 A valid passport,
- 🕒 two application forms completed in German,
- 🕒 biometric photographs (not more than six months old)
- 🕒 confirmation by a German language school that you have registered for a language course with at least 20 lessons per week (TANDEM Bielefeld letter of confirmation)
- 🕒 You must demonstrate to the Foreigners Registration Department the sources from which you are financing your studies. The minimum amount is the maximum subsidy according to the federal law on individual subsidising of education, currently 659 euros per month. You must show proof that you have this monthly sum for the whole period which you are applying for, usually for at least a year. This amounts to a sum of 7,908 euros per year or a financial guarantee from your parents or another person that they will provide funding for the entire period of your stay in Germany, ("Verpflichtungserklärung" which is an official sponsorship letter),
- 🕒 confirmation of continuous health insurance coverage for the duration of your language course(s) in Germany (TANDEM Bielefeld can arrange health insurance),
- 🕒 proof of sufficiently sized accommodation
- 🕒 You must demonstrate to the Foreigners Registration Department the sources from which you are financing your studies. The minimum amount is the maximum subsidy according to the federal law on individual subsidising of education, currently 659 euros per month. You must show proof that you have this monthly sum for the whole period which you are applying for, usually for at least a year. This amounts to a sum of 7,908 euros per year or a
- 🕒 a CV and a motivational letter
- 🕒 possibly a proof of German language competence already acquired

All those personal documents have to be complete when applying for a visa.

We urgently advise you to apply for a visa in good time, as it might take up to three months before it is issued.

Please note:

- *A tourist visa cannot be converted into a residence permit for purposes of study!*

- *A visa for language learning cannot be converted into a residence permit for university application or preparation for studies!*

Requirements for a confirmation of an intensive German course at TANDEM Bielefeld e.V.

The visa is granted for an initial period of three months. Therefore you should enrol for 2 – 3 German courses. In general the German embassies and consulates do expect you to pay the whole amount of the course fees before you apply for the visa. Once this payment has been received, we will send you a confirmation of enrolment (acceptance letter) which you can present to the German Embassy or consulate in your home country.

Visa problems

Please let us know immediately if you have to postpone your arrival due to delays in the application process. If you wish, we can postpone your start dates accordingly. The changes of booking to this effect are free.

Visa rejection

If your application should be rejected, we would need to see the notice of rejection. After this has been sent to us, we are reimbursing your payment minus an administrative fee of € 50.00 per course.