

STUDENT VISA / LANGUAGE COURSE

Please read this leaflet carefully. Submitting your documents as described can shorten the time needed to process your visa application. Do not forget necessary documents and keep in mind that translations and copies might be needed. Should any further documents be required, or if some documents are missing, you will be notified when you visit the Embassy.

As a general rule, the Foreigners Authority needs to participate in the procedure. This results in a processing time of minimum six weeks. To avoid further delays, we ask you to refrain from making individual inquiries during the visa process.

The table below lists the documents that need to be provided. Please arrange your documents in the same order.

Please pay attention to individual points, especially the number of copies required!			
1.	Passport + 3 copies (all relevant pages, i.e. the passport data page and all pages which contain visas, stamps or remarks)	Passports with a serial number starting with "TR" cannot be accepted. The passport must have been issued within the last 10 years and the passport's validity must exceed the validity of the visa by at least three months. It must have at least two empty pages and contain the holder's signature. Passports must be machine-readable, handwritten passports are invalid.	
2.	3 application forms per applicant	Fully completed in German or English in block letters or filled out on the PC, signed or fingerprinted. Applications from minors must be signed by both parents. Application forms can be downloaded for free on the website of the German Embassy Kabul .	
3.	3 passport photos per applicant	3 identical passport photos, not older than 6 months, front shot, biometric. Dimensions 35 x 45mm. Further information can be found on the sample photos information sheet of the Federal Printing Office.	
4.	Tazkira; original and translation (English or German) + 3 copies of the front and the back side	Identification document „Tazkira“ of all applicants. The last name and date of birth in the passport must correspond exactly to the names in the Tazkira, otherwise Tazkira or passport need to be corrected.	



5.	<p>Marriage certificate (Nikah Khat or Waseeqa Khat); original and translation (English or German) + 3 copies of all pages</p> <p>In case of previous marriage(s): divorce certificate or death certificate or declaration of a missing person of your former spouse; original and translation (English or German) + 3 copies</p>	<p>Preferably Nikah Khat (white or green marriage book in DIN A5 format, alternatively Waseeqa Khat (DIN A4 format, blue border). The marriage certificate must contain the place, the exact date of the marriage contract as well as the marriage portion.</p> <p>If one spouse was represented during the wedding ceremony by another person, an official power of attorney for the representative as well as the acceptance letter must be provided (+ 3 copies).</p>	
6.	<p>Curriculum vitae and letter of motivation; original in English or German + 3 copies</p> <p>as well as</p> <p>Proof of educational background; original and translation (English or German) + 3 copies</p>	<p>Please describe your school history and your academic background as well as your motivation, stating why you wish to study or attend a language course in Germany.</p> <p>This includes school reports, Bachelor's or Master's degrees, diplomas or any other certificates awarded.</p>	
7.	<p>Copy of admission letter or application confirmation from your German + 3 copies</p> <p><u>or</u></p> <p>For language courses: Proof of enrollment and payment of the course + 3 copies</p>	<p>An application confirmation ("Bewerber-Bestätigung") is sufficient for prospective students applying for a Bachelor's degree. Postgraduate students applying for a Master's degree or PhD program in Germany must present an admission letter ("Zulassungsbescheid").</p> <p>The course has to be an intensive course with at least 18 hours of tuition per week and it has to lead to a certain level of knowledge (i.e. C1).</p>	
8.	<p>Proof of financial funds to cover the stay and the studies in Germany + 3 copies</p>	<p>Sufficient financial means can be proven by a formal obligation according to sections 66 - 68 of the Residence Act or by a blocked account with at least 861,00 EUR for each month of stay. Further information on blocked accounts can be found on the website of the Federal Foreign Office.</p>	



9.	Visa fee of 75,00 EUR (per adult) or 37,50 EUR (per child)	To be paid in cash in local currency (PRK or INR) only. The exact amount depends on the exchange rate and will be determined on a daily basis. No visa fee will be charged for spouses and minor children of German or EU citizens. The visa fee cannot be reimbursed if the visa is refused. There are no further fees (except for telephone and fax costs, if applicable) to be paid neither inside nor outside of the Embassy.	
10.	If applicable: additional documents	Please note that the above listed documents are minimal requirements. Additional documents may be requested in individual cases. You will be notified should any further documents be required.	

THIS SPACE IS RESERVED FOR THE RECEIVING EMBASSY

BC

I have been advised that the documents ticked in the right-hand column were missing from my application and that these need to be submitted to the Embassy. Under Section 82 (1) of the Residence Act, my visa application can be refused if I do not submit the missing documents to the Embassy within three months of the date of application. An extension to this period may be granted on request.

Islamabad/New Delhi _____

Signature: _____