

## A COPY OF THE FOLLOWING DOCUMENTS IS NEEDED

### Basic documents:

- ✓ Application (duly completed and signed, one application per person)
- ✓ Copy of passport
- ✓ Copy of visa (upon initial entry)
- ✓ Current biometric photo
- ✓ Proof of health insurance
- ✓ Rental agreement

### If you want to hand in your biometric data:

- ✓ Valid passport
- ✓ Current biometric passport photo (not older than 6 months. With each new application a new biometric photo is required).
- ✓ Cash / EC card to pay the fee

### Students must submit the following additional documents:

- ✓ Proof of blocked account (in German Sperrkontonachweis) (upon initial entry)
- ✓ Bank account statements for the last three months; if necessary, proof of student grant or declaration of commitment.
- ✓ Certificate of enrolment
- ✓ From the 7th semester of Bachelor studies and from the 5th semester of Master studies, a statement by the university relating to the applicant's previous academic achievements and providing an estimate of the likely period before the successful completion of studies

### If you have completed your studies, you must submit the following additional documents:

- De-registration certificate/Confirmation of withdrawal
- Degree confirmation certificate or Bachelor/Master's degree certificate

### In the case of gainful employment (BLUE CARD):

- ✓ Employment contract/certificate of employment and statement of earnings
- ✓ Pay slips for the last three months
- ✓ Declaration of employment

### In the case of subsequent immigration of a spouse:

- ✓ It is necessary to appear in person accompanied by the spouse
- ✓ Certificate of marriage
- ✓ Copy of the spouse's passport
- ✓ Pay slips for the last three months and pay slips of your husband/wife
- ✓ Where appropriate, proof of participation in an integration course
- ✓ A1 language certificate

### Regarding children:

- ✓ Those aged six or above must appear in person
- ✓ School attendance certificate

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### Transfer:

You have a new passport and simply need to transfer your residence title or settlement permit to your new passport?

Then you need to bring along the following:

- ✓ Current passport
- ✓ Copies of both the new and the old passport
- ✓ Current biometric photo (not older than 6 months)

### Permanent residence permit:

- ✓ Certificate of employment and earnings
- ✓ Pay slips for the last three months
- ✓ B1 / A1 language certificate
- ✓ Where appropriate, proof of participation in an integration course (Abschluss Test "Leben in Deutschland" oder Einbürgerungstest)
- ✓ Pension insurance certificate
- ✓ Rental certificate

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***This is a non-binding translation intended only as a guide or support in your application process. The German form is legally binding. Official information is always provided by the Immigration Office Karlsruhe, either in person, by letter or by e-mail.***

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