

## **RESIDENCE PERMIT – for voluntary service**

### **Please prepare the following documents for your interview:**

- completed application forms for a residence permit
- recent biometric passport photo
- CV of the applicant
- A detailed letter of motivation providing information about your professional intentions/ prospects after your requested voluntary service
- If your contract does not include this, evidence of financial means of subsistence for the whole period of your requested visa as well as insurance
- Agreement / contract for your voluntary service in Germany, plus one copy. The agreement/ contract has to be signed by all necessary parties

1) If you have a contract for the federal volunteer service (BFD = Bundesfreiwilligendienst), the contract needs to be signed by the BAFzA (Bundesamt für Familie und zivilgesellschaftliche Aufgaben), the place of assignment, the central office, the carrier and you.

or

2) If you have a contract for the juvenile volunteer service (FSJ = Freiwilliges Soziales Jahr or FÖJ = Freiwilliges Ökologisches Jahr), the contract needs to be signed by the place of assignment, the carrier and you.

3) European Volunteer Service (EFD)

Your contract must be signed by a national organization Erasmus + Youth in Action and the coordinating organisation

- Proof of health insurance for the whole period of your requested visa
- Proof of basic German language skills. If you do not speak any German, the organization must confirm that initially German language skills are not required and that you will be attending language courses after arrival in Germany.
- Visa fee: 75 Euro payable in New Zealand Dollars
- Applicant's valid passport and a copy of the data page.



**Please note:**

- In individual cases, you may be required to provide additional information.
- Please ensure that your application documents are complete. Incomplete applications may result in rejection of the visa application.

Please include a self-addressed courier envelope in case you are not picking up the passport

9/23