



Update: June 2020

## Au Pair

Please be aware that only German speaking families can host Au Pairs.

You are required to present a valid passport (min. validity 6 months).

The following documents must be presented to the Embassy during your appointment. Make sure to handover only complete applications.

Submitted

- Filled in application form (national visa) + declaration form (Section 54 (2) 8 in conjunction with Section 53 of the Residence Act)
- 3 biometric passport photos (not older than 6 months)
- Copy of all pages of your passport (A4 size copy)
- Copy of data and signature page of your host parents' passports
- Original Au-Pair-contract signed by both parties containing all relevant information
  - Further information, including a model contract can be found [here](#)
  - If you have a contract from a RAL-certified au-pair agency, a copy, scan or fax is usually sufficient.
- Motivation letter + CV
- If applicable: O/Level, A/Level, proof of study/employment
- A1 certificate issued by Goethe Institut
- Signed [acknowledgment of receipt](#) of the “fact sheet- working as an au pair for a German family” (download [on this website](#), information leaflet not to be submitted)



**Please prepare two identical application sets with the above-mentioned documents copied and bring all your original certificates along. Moreover, every set has to be sorted already in the correct order as showed above!**

**Fee: EUR 75 (to be paid in Rs., by credit card or cash) – no refund in case of rejection!** Conversion into Rs. is made based on the exchange rate at the time of application.

As your application will also be forwarded to the competent immigration authorities in Germany, processing will take at least several weeks.

**During that time no status inquiries are answered. Please refrain from contacting us during the procedure of your application.**

Note further:

False or falsified documents will lead to the refusal of the visa and / or further consequences.

Incomplete applications may result in refusal. Complete documentation does not guarantee a visa approval.

The German Embassy Colombo reserves the right to ask for additional documents and / or call applicant for additional information or interview.