



Checklist for a German National Visa

- DOCTORATE STUDENT -

Foreign doctorate students who have been accepted at a German university for a doctorate or a doctorate program on a full-time basis can apply for a visa for doctorate students in Germany. If the doctorate is being completed as part of a contract of employment or a research agreement with a German university or research institute, you can apply for a visa for a research stay. During your studies, you can take up student jobs to help cover your expenses. Upon completing your studies, you will have the opportunity to look for a job.

Before booking an appointment, please prepare the following documentation for your visa. The following documents are to be submitted **personally** at the Embassy **after booking** an appointment.

IMPORTANT:

1. Please provide the **original documents** in the **first (1.) pile** in the below mentioned order!
2. Please also provide **two copies** of all documents in **two (2) identical piles!**
3. The Embassy reserves the right to request additional documents.

DOCUMENTS:

- Fully completed and **signed application form** for “national visa” ([here](#))
- Where applicable: [Declaration](#) fully completed and signed regarding contact details and power of attorney
- Valid passport** (valid for at least 6 months and with at least two (2) completely empty pages)
- Recent **biometric passport photos** (see specimen photos, other photos cannot be accepted and delay the visa process)
- Proof of **admittance to the study course /contract with university**, including information on the language of instruction
- Where not confirmed by the university in the admittance notification:
Original proof of the language skills in the language of instruction (without a preparatory language course as a rule at least B2 in the language of instruction) (exp. Goethe Institute)

- Where available: Proof of **academic qualification**, for example original diplomas, original certificates, (if it is a non-Rwandan certificate the authentication might have to be certified by the German Embassy of the respective country)
- Personally drafted complete **CV**
- Letter of motivation**
- Proof of adequate **health insurance** cover
 - Travel health insurance for the first 6 months
 - If as a student you want to take out statutory health insurance, you must bear in mind that this insurance can only begin when you take up residence in Germany and after enrolment. If you enter Germany beforehand, private health insurance must be taken out for the period prior to enrolment. In its terms and conditions, travel health insurance can exclude protection if a long-term or permanent stay is planned. So-called incoming travel insurance can also contain such exclusions.*
- Proof of adequate **financial means** through one of these options:
 - a. Confirmation of a blocked account in Germany with a balance of 11.208,--EUR for the first year / 934,-- EUR per month payable
 - b. Formal letter of obligation according to §68 AufenthG for the entire duration of stay (not older than six months at the time of application)
 - c. Proof of scholarship or bursary from a German or European institution which states duration and monthly amount paid to you
- Processing fee of 75 €. Payable only in **cash in RWF**.

In the case of preparatory language course or internship

- Acceptance for preparatory language** course or internship including payment proof for the entire course

Applicant of a nationality other than Rwandan:

- Proof of habitual abode by “**residence permit/visa**”

Completeness of application

Is the application complete?

- Yes No, the information/documents indicated above are lacking. I was informed that I have to submit the missing documents till _____

Declaration when application is not complete:

I have been informed that my application is not complete. I am aware that submitting an incomplete application can lead to the application being rejected. I would like to submit my application nevertheless.

place, date, signature, name