



## Information sheet: national visa

### Language course

#### Basic information

- Documents not in the German or English must be submitted with a certified German translation. A translation of the personal data page of the passport and Dutch residence permit are, however, not required.
- The German consulate reserves the right to request further documents if it is needed for your application.
- Missing documentation delays the procedure and can result in your application being rejected.
- **Please do not contact the mission abroad to check the status of your application during the normal processing period.** Such inquiries are extremely time-consuming for the visa section and can thus not be answered.
- A language course as in this checklist is meant to learn German language. The language course can be used for a university admission. If you do a language course as part of integration in Germany, than please first contact the German Consulate.
- When you need a language course as part of your university admission, and you are already admitted under the condition that you will do the language course, than you can apply for a student's visa. Please see the checklist for student's visa.

#### General information

You need two copies from all required documents. From some documents, you need to take the original. Please prepare 3 sets as following:

Set 1: original documents.

Set 2: first copy of the required documents.

Set 3: second copy of the required documents.



This means, your documents are separated into 3 different sets. Please do **not** use stickers, sheets or staples between the documents. If a document exist of more than one page, please use a paperclip to put the papers together.



## Visa application checklist

The following documents are to be submitted in full with every application, in the same order of this checklist.

- Two (2) fully [completed and signed application forms](#) including declarations pursuant to Section 54 Residence Act.
- Two (2) recent **biometrical passport** photos. See [this page](#) for the right format.
- Valid passport** with at least two empty pages.
- Two **copies of the information page of your passport**. The information page is the page with your name and birthday.
- Residence permit of the Netherlands**. This is usually a plastic card in credit card format. Please take the original and two copies.
- Confirmation of enrollment** from the language school. The confirmation must contain details of address and the course period as well as proof of payment of the course fee. The course must be at least 18 lessons per week. An integration course is not an intensive language course in the sense of this information sheet. Two copies.
- Proof of qualifications** for example relevant certificates, diplomas, etc. original plus two copies.
- Detailed **curriculum vitae** including professional carrier. Two copies.
- Letter of motivation**. The letter must at least include information about the professional perspectives and the reason why you do the language course. If you wish to attend a language course for professional reasons, you must submit a certificate from the employer. Two copies.
- Proof of adequate financial means**. The financial means must cover living expenses and must be at least 1.027 EUR per month. Two copies of proof.  
When you only do the language course, you may use a bank statement from a bank account on your name, declaration of commitment (Verpflichtungserklärung) or Blocked account.  
When you do the language course as preparation of your study, you must submit a declaration of commitment (Verpflichtungserklärung), Blocked Account or German Scholarship.
- Proof of university admission**. Only necessary if you study after your language course. Two copies.
- Proof of adequate **German health insurance**. Your Dutch health insurance will not be valid from the day you have your permanent residence in Germany. You have to be accepted by a German health insurance company. Your employer could help you. Two copies.

### Application fee

**Application fee of €75.** Preferable paying in cash.