



Information sheet: national visa

Doctoral student visa

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 is, however, not required.
- Certificates, diplomas, etc. must be presented in the original with apostille/legalisation. Your original documents will be returned to you once your application has been processed.
- The German consulate reserves the right to request further documents.
- 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.
- You need to proof your adequate financial means. There are three options: a Blocked Account, a 'Verpflichtungserklärung' signed by a person who is living in Germany or a scholarship from the German state (inclusive Erasmus). Your parents or family members **cannot** sponsor you by showing their bank account. They can pay in money to your blocked account. A scholarship from other countries than Germany are not accepted.

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.



In the checklist, you will read 'two copies'. This means you have to take two copies divided over set 2 and 3 as mentioned above.

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 Promotion student	
The following documents are to be submitted in full with every application.	
<input type="checkbox"/>	Two (2) fully completed and signed application forms including declarations pursuant to Section 54 Residence Act. Two copies.
<input type="checkbox"/>	Two (2) recent biometrical passport photos. Place both photos in set 1.
<input type="checkbox"/>	Valid passport with at least two empty pages.
<input type="checkbox"/>	Two copies of the information page of your passport . The information page is the page with your name and birthday. Two copies.
<input type="checkbox"/>	Dutch residence permit . This is usually a plastic card in credit card format. Please take the original and two copies. Original plus two copies from both sides.
<input type="checkbox"/>	Notification of admittance to study for doctorate or for a doctorate programm . Original (if applicable) plus two copies.
<input type="checkbox"/>	Statement about language of instruction . When the language of your courses is in German, you need a language certificate German B2. When the language of courses in another language than German, you need a statement from the university about the instruction language. Two copies.
<input type="checkbox"/>	Previous degrees . For example master and bachelor degree. Original plus two copies.
<input type="checkbox"/>	CV . In English or German. Two copies.
<input type="checkbox"/>	Motivation letter . In English or German. Two copies.
<input type="checkbox"/>	Proof of financial means . Applicants must have a disposal of €934 per month (11.208 EUR for the first year). Financial mean can be demonstrated by: <ul style="list-style-type: none">- Blocked Account at a German bank.- Verpflichtungserklärung by someone who lives in Germany- German scholarship (inclusive Erasmus). Two copies.
<input type="checkbox"/>	German health insurance . Your Dutch health insurance is not valid from the day you move to Germany. You have to bring a confirmation of a German health insurance. Two copies.

Application fee

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