

## RESIDENCE PERMIT – for school exchange students

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

- Two completed application forms for a residence permit and declaration of accuracy of information
- Two recent biometric passport photos
- Letter of invitation from the host family + copy of the host's passport. The letter should indicate the complete address of accommodation plus phone number of the host family plus one copy
- Confirmation letter from school in Germany plus one plain copy
- Proof of health insurance for the entire stay in Germany
- Visa fee: 75 Euro payable in New Zealand Dollars
- Applicant's valid passport and two photocopies of the data page.

### For applicants of school exchanges hosted by member organisations of AJA:

- Confirmation letter from the exchange organization that they will guarantee for all costs pursuant to §§ 66 -68 AuslG plus one copy

### For all other applicants:

- Official guarantee letter ("Verpflichtungserklärung" ) by the host school or host family in Germany plus two copies. This document is available at the local city council in Germany. Self-written guarantee letters are not accepted.

Please note:

- In individual cases, you may be required to provide additional information
- For applicants under the age of 18 **both parents must sign the application forms here at the Embassy in Wellington** . In case one or both parents are not present on application, the forms must be signed in front of either one of our Honorary Consuls in Auckland or Christchurch or in front of a Notary Public so that the signature(s) can be certified. Two copies of the applicants birth certificate as well as the parents passports must be included.