

## RESIDENCE PERMIT – Academics (§18b Abs. 1 AufenthG)

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

- Two completed application forms for a residence permit
- Two recent biometric passport photos
- Completed and signed form “Erklärung zum Beschäftigungsverhältnis” by your employer plus two plain copies
- Original of German university degree or recognized foreign degree comparable to a German degree plus two plain copies
- Provided you have a foreign degree, two printouts each of confirmation on recognition of the degree as well as the University from ANABIN website (see notes below)
- Two copies of your employment contract / binding job offer with details of gross annual salary
- Visa fee: 75 Euro payable in New Zealand Dollars
- Applicant’s valid passport and two photocopies of the data page
- Curriculum vitae of professional career, including certificates, diplomas, etc. (2 copies)

Please note:

- The “Erklärung zum Beschäftigungsverhältnis” has to be submitted IN THE ORIGINAL (not an e-mail printout!). Please have your employer send it to you by courier.
- Documents in a foreign language other than English must include a certified translation
- In individual cases, you may be required to provide additional information
- You can check whether your foreign university degree is recognized or comparable by consulting the Anabin database: <http://anabin.kmk.org>
- Please include a self-addressed courier envelope
- Please ensure that your application documents are complete. Incomplete applications may result in rejection of the visa