



Information Sheet 20: General information on national visa (D category) 01/2018

If you want to spend more than 90 consecutive days in Germany then you require a national visa. A national visa is the right visa for, inter alia, family reunification, studies or taking up employment (see Information Sheet 21).

The application is to be submitted in person at the visa section of the German mission responsible for the province you live in. Children and babies must appear in person regardless of their age. Fingerprints will be taken for persons aged 12 or over.

The administrative district of the Embassy in Ankara covers the following provinces:						
Adana	Bartın	Elazığ	İçel (Mesin)	Kilis	Niğde	Şırnak
Adıyaman	Batman	Erzincan	İğdır	Kırıkkale	Ordu	Sivas
Ağrı	Bayburt	Erzurum	K'maraş	Kırşehir	Osmaniye	Tokat
Aksaray	Bingöl	Gaziantep	Karabük	Konya	Rize	Trabzon
Amasya	Bitlis	Giresun	Karaman	Malatya	Samsun	Tunceli
Ankara	Çankırı	Gümüşhane	Kars	Mardin	Şanlıurfa	Van
Ardahan	Çorum	Hakkari	Kastamonu	Muş	Siirt	Yozgat
Artvin	Diyarbakır	Hatay/Antakya	Kayseri	Nevşehir	Sinop	Zonguldak
The administrative district of the Consulate-General in Istanbul covers the following provinces:						
Balıkesir	Bolu	Çanakkale	Edirne	İstanbul	Kocaeli	Sakarya
Bilecik	Bursa	Düzce	Eskişehir	Kırklareli	Tekirdağ	Yalova
The administrative district of the Consulate-General in Izmir covers the following provinces:						
Afyon	Aydın	Denizli	Izmir	Manisa	Muğla	Uşak
Antalya	Burdur	Isparta	Kütahya			

In order to submit a visa application to a visa section, please arrange an appointment in advance by contacting the call centre of the company iDATA on 0850 460 8493 (0850460VIZE) from anywhere in Turkey or 0090 212 970 8493 from abroad. The call centre can be contacted Monday to Friday from 8.00 a.m. to 12.30 p.m. and 1.30 p.m. to 6.00 p.m. The fee is 7.80 euros and can be paid by credit card or prior payment at any YapıKredi Bankası branch in Turkey. Additional fees may apply depending on the form of payment, the amount depends on the relevant bank and method of payment. Alternatively the appointment fee can be paid in the offices of the company iDATA, the appointment will subsequently be arranged by telephone. Please contact the call centre for information on all questions concerning the visa.

If you do not want to arrange an appointment by using the iDATA telephone service then you can also book an appointment free of charge at the entrance to the visa section in Ankara on Tuesdays from 8.00 a.m. to 9.00 a.m. Applicants can obtain appointments in Istanbul directly at the visa section at İnönü Caddesi No. 10 on Wednesdays from 1.00 p.m. to 2.00 p.m. In Izmir, appointments can be obtained directly at the visa section at Havuzbaşı Sok. No. 1 on Tuesdays from 3.00 p.m. to 4.00 p.m. To do so the applicant must come in person with their passport (not personal identity card). The appointment dates offered here are no earlier than those offered by iDATA.

From the age of 18 the application must be made by applicants themselves. In the case of minors the holder of parental responsibility must sign on their behalf.

The **application forms** are issued free of charge by the visa sections and can also be downloaded from www.tuerkei.diplo.de, the website of the German missions abroad in Turkey. You will also find more detailed information and information sheets on the website.

Visa applications will only be accepted if they are fully completed and accompanied by all the necessary documents. Incomplete applications cannot be processed and thus another appointment will have to be arranged.

It should be expressly noted that, other than the visa fees outlined below, there is no charge for any official work carried out by the visa section.

The **visa fee** (75.00 euros, 37,50 euros for children aged 0 to 17 years old) must be paid in euros, in exact change (cash), at the visa section.

A valid **passport** must be presented for the visa.

The required **passport photos** must be biometric, i.e. the photos must be no more than 6 months old and must measure 35 x 45 millimetres. A full front view of the visa applicant's face must be depicted on the photo, with no covering of the head or eyes. Exceptions are permissible, particularly for religious reasons, however the eyes must still remain uncovered.

In order to obtain certain national visas you must present proof of health insurance; please see the relevant information sheets for more detailed advice. Should you opt for travel health insurance, it must cover the cost of repatriation in the case of illness or death as well as the costs for emergency medical care and/or emergency admission to hospital for the entire duration of the planned stay and transit and must be valid in all Schengen countries. The minimum cover must be 30,000 euros. If the insurance policy does not state the time at which the validity of the travel health insurance begins and ends, it is usually 12 noon. These days, only half covered by the insurance, do not count. Therefore, if you would like a visa from 8 March to 13 July you must present travel health insurance cover which is valid from 7 March at the latest to 14 July at the earliest. Should you wish to have a buffer at the end of your trip, the insurance should be valid a few days longer. The proof of travel health insurance must be presented in the form of the original policy (which will be returned) and a copy thereof. A travel health insurance policy which only covers the retrospective refund of costs (following the return of the insurance policy holder to their country of origin) is not sufficient. The travel health insurance cover must not impose any service restrictions which means that the policy does not meet the minimum requirements outlined above, e.g. restrictions which take effect from a certain age (often at 65 years old). Should the visa application be denied, the cost of the travel health insurance cannot be refunded. All travel health insurance policies which comply with the conditions outlined above will be accepted.

When the application is submitted you will receive a white receipt. Please bring this with you every time you attend the visa section in person. If you subsequently submit additional documents by courier/post, please attach a copy of the white receipt.

As domestic authorities (foreigners authority, the Federal Employment Agency) are usually involved in the application procedure for national visas, the **processing time can be long**. In the

case of family reunification, the verification procedure often lasts three months, thus the visa section only responds to visa status enquiries after three months. We kindly request your understanding in this matter.

Returning passports: Applicants who apply for their visa at the Embassy in **Ankara** or the Consulate-General in **Istanbul** can have their passport sent to their place of residence. In order to arrange this, before you submit your application please request a return envelope from the company UPS in the inner courtyard of the visa section. This costs 20.00 TL or 27.00 TL for remote locations. In **Izmir**, envelopes from the company Yurtiçi Kargo are available at the visa section. You can write your address onto one of these envelopes and submit it together with your visa application. Payment for the courier service will then be collected on delivery; this service currently costs 10.00 TL.

Upon receipt of your visa, please check the accuracy of all information, including the visa fee. We request that you notify the visa section (not iDATA) of any complaints without delay.

Usually the only documents required for your application are those listed on the information sheets. Nevertheless, if it is considered necessary the visa section can request further documents. It should be expressly noted that even if all documents are presented there is no guarantee that a visa will be issued.

It should also be expressly noted that a visa does not automatically entitle the holder to enter the country; this decision ultimately lies with the relevant border authorities.

N.B. A national visa entitles the holder to move freely in the territory of other Schengen states (see Information Sheet 3) for up to 90 days within a period of 180 days.