

Necessary documents for applying for a long-term (national) visa for studies in the framework of the ERASMUS programme for non-Turkish citizens (last updated: December 2022)

Please print out this information sheet, cross off the documents you have prepared and bring the information sheet with you to your application.

How and where do I apply for the visa?

You can find all information on that in the general information sheet on national visa on the homepage of the German foreign missions in Turkey: <https://tuerkei.diplo.de/tr-de/service/05-VisaEinreise/-/2170670>

How does the application procedure work?

Please come on time and in person to your appointment. Each family member applying for a visa must be there in person. Please bring all your documents with you. The staff at the visa section will accept your application documents and the fee, ask you questions about the planned stay and record your fingerprints. The staff speaks Turkish, Arabic, German or English. If you do not speak any of these languages very well, you must bring an interpreter with you. Please note that close family members (spouse, children) are not accepted as interpreters.

What documents do I need?

- 2 x completely filled in application forms: You can print out the application form here: <https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node?openAccordionId=item-231156-6-panel>
Alternatively you can use an online form and print it out from here: <https://videx-national.diplo.de/>
From the age of 18, you sign the form yourself; in the case of children, the parent or legal guardian sign it.
- Visa fee: You pay the visa fee at the visa section in cash. Change cannot be given. The fee is usually 75,00 Euro; for children from 0 to 17 years: usually 40,00 Euro. If your means of subsistence are funded by more than 50 percent by ERASMUS funds, you usually do not pay a visa fee.
- Valid passport and 2 copies of the passport data page(s) (page with your photo and validity dates) for each family member
- Two passport photos for each applicant: The photos must be biometric and not older than 6 months. They must be 35 x 45 millimetres. You can find more information on



biometric photos here:
<https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/fotomustertafel.html>

Please also bring the documents listed below (original version and 2 copies). Please ensure the copies are legible.

Please bring German translations of all foreign language documents. Only English language documents do not need to be translated.

Please note that foreign documents must be presented in the form required by the country in which the document was drawn up, e.g. legalized. You will find detailed information on this in the general information sheet on national visa on the homepage of the German foreign missions in Turkey: <https://tuerkei.diplo.de/tr-de/service/05-VisaEinreise/-/2170670>

Documents from German authorities will be accepted without further formality.

Turkish documents are accepted without further formality if they are presented in the international form (e.g. Formül B for marriage certificates, Formül A for birth certificates).

- Copy of Turkish residence permit (back and front)
- Proof of admission to German university stating the period and study programme you will be taking part in in the framework of the ERASMUS programme
- Enrolment certificate by the sending university in Turkey
- Confirmation by the Turkish university about your participation in the ERASMUS programme indicating if and if yes how much and how long you will receive funding from ERASMUS funds
- If no scholarship is paid: Proof of academic achievements up to the point of application in Turkey
- Proof of funding for the first year of studies: You must currently be able to prove that you have 934 Euros per month at your disposal. If the scholarship does not fully cover the necessary monthly amount, please refer to the information below about how to prove funding for the gap.
 - Payment of a security deposit into a blocked account in Germany
<https://tuerkei.diplo.de/blob/2501486/9e2e85aa3b3b8090fc23bf40c1665304/25-sperrkonto--ab-12-21--data.pdf>
 - OR
 - Formal obligation (“Verpflichtungserklärung”) in accordance with §§ 66-68 of the Residence Act which has been submitted to a German aliens authority. The declaration of commitment must contain the note "solvency proven" and the indication of the purpose of residence (language classes or studies)
- Proof of health insurance coverage valid until a student health insurance has been procured

Only for application at the German Embassy in Ankara:



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- Self-penned letter of motivation
- Curriculum vitae (complete and listed in tabular form)

The submission of complete documents does not constitute a claim to the issue of a visa, but enables the visa office to check the legal requirements. In individual cases, further documents not mentioned on the information sheets may also be required. You will be informed about this after the application has been submitted and will be given a reasonable period of time to submit them.

Detailed information on the procedure, in particular on the further course of the procedure, the regular processing times and the form of the documents to be submitted can be found on the detailed information sheet for national visa applications by non-Turkish nationals on our website: <https://tuerkei.diplo.de/tr-de/service/05-VisaEinreise/-/2170670>