

## **Necessary documents for applying for a long-term (national) visa for preparatory language course with subsequent studies 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.
- Valid passport and 2 copies of the passport data page(s) (page with your photo and validity dates) for each family member
- If available: Copy of Turkish residence permit (back and front)
- 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).**

- Proof of registration for a preparatory intensive language course (at least 18 lessons per week). The certificate must include the exact number of hours per week, the duration of the language course and the level of knowledge that can be achieved with the course, as well as the latest date of participation
  - Proof of full payment for the language course
  - Proofs/Certificates of German language skills (if the language course does not start with A1)
  - If available: letter of admission from the university in Germany, at which the study is intended after the language course has ended
  - If you are not yet admitted to a German university:
    - Proof of the general university entrance qualification for Germany by presenting the corresponding certificate by Uni-Assist, alternatively presenting the acc. ANABIN required documents
    - Other evidence to prove interest in studying in Germany (e.g. study reservations, applications to universities)
  - 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. The following options are all equally available:
    - Scholarship from German or European funds (for example DAAD): Scholarship confirmation stating period and scholarship amount. 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.
- If you do not receive a scholarship:



- 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)

For first-time students:

- School graduation certificate and proof of university entrance qualifications for Germany (unless the university has clearly stated this in the admission letter)

If you are studying at the moment or have studied before:

- Current student certificate
- Proof of academic achievements
- If applicable: Diplomas
  
- If applicable: Proof of occupation after school / university graduation
  
- Self-penned letter of motivation (not necessary if you are receiving a scholarship)
  
- Curriculum vitae (complete and listed in tabular form)
  
- Proof of health insurance coverage valid until a student health insurance has been procured

***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>***