

**Preparing for the
residence permit**

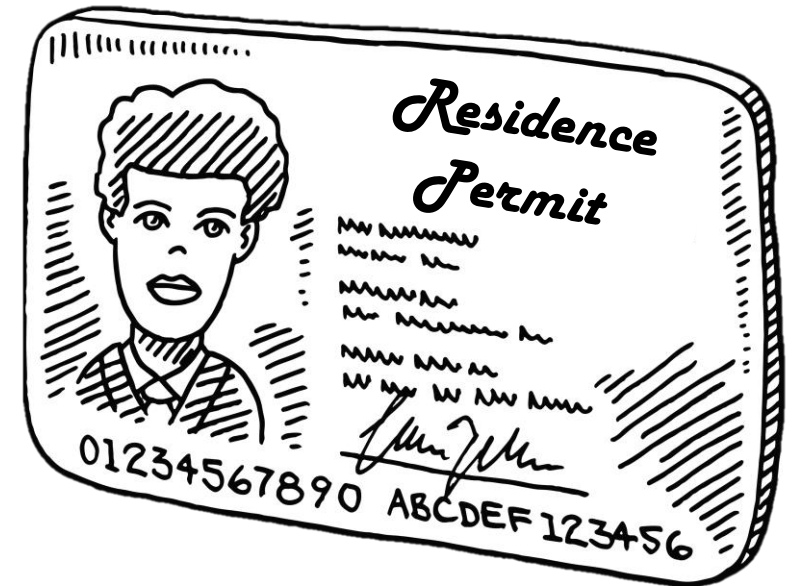
Residence Permit for studies in Germany

Process

1. Online application
2. Personal appointment
3. Pick-up residence permit card

Mind deadlines:

- Entry with Visa: Apply within validity of visa
- Visa-free entry: apply within 90 days of entry to Schengen area



Residence Permit for studies in Germany

Required documents for online application:

- completed online application form
- passport
- health insurance
- official admission letter of the University of Konstanz
- proof of financial resources for 1 year:
 - i.e.: 934 EUR / month x 12 months = 11.208 EUR

Health Insurance



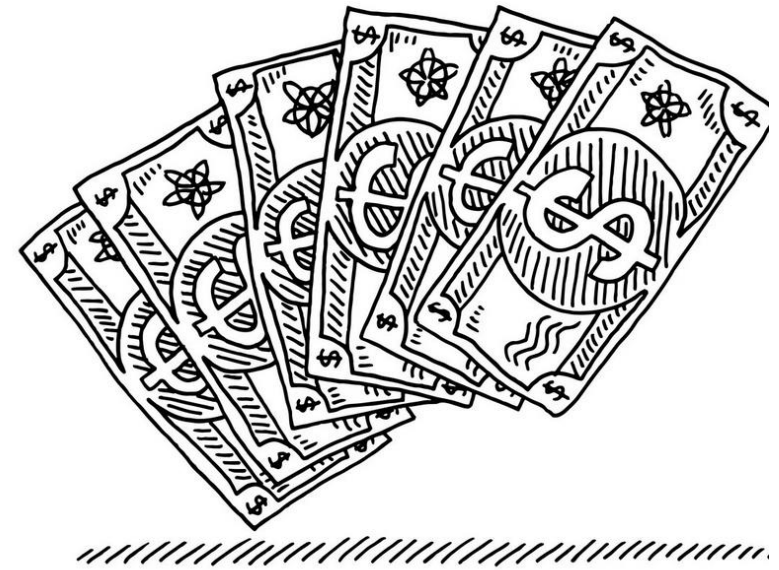
- **EU students:** EHIC (**E**uropean **H**ealth **I**nsurance **C**ard) |
UK students: GHIC (**G**lobal **H**ealth **I**nsurance **C**ard)
- **Non-EU/EEA:** German State Health Insurance

Only the German health insurances are accepted by
immigration authorities and university
(except EHIC/GHIC/bilateral agreements)

30 years or older: take out German private health insurance

Financial Proof

- A formal written commitment from relatives or acquaintances submitted to a German Diplomatic Mission abroad or Local Immigration Office in Germany
- Scholarship confirmation (monthly)
- Written confirmation of financial support from your parents
- blocked account (opened at German bank)
- Work contract (working hours & hourly pay)



Residence Permit for studies in Germany

Personal appointment:

- passport
- biometrical passport-sized photo
- original documents
- enrollment certificate with preliminary end of studies (ssz@uni-konstanz.de)
- Administration fee:
 - Ca. 100 - 110 €
 - Exempted of payment if you are recipient of a scholarship granted by German state or EU

Work permit

Non EU Students

as stated in visa or individual regulations of residence permit:

- 120 full days or 240 half days / calendar year
- off campus vs. on campus
- self-employed / free lance: apply for extra permit

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**EU students
do not need
a work
permit**

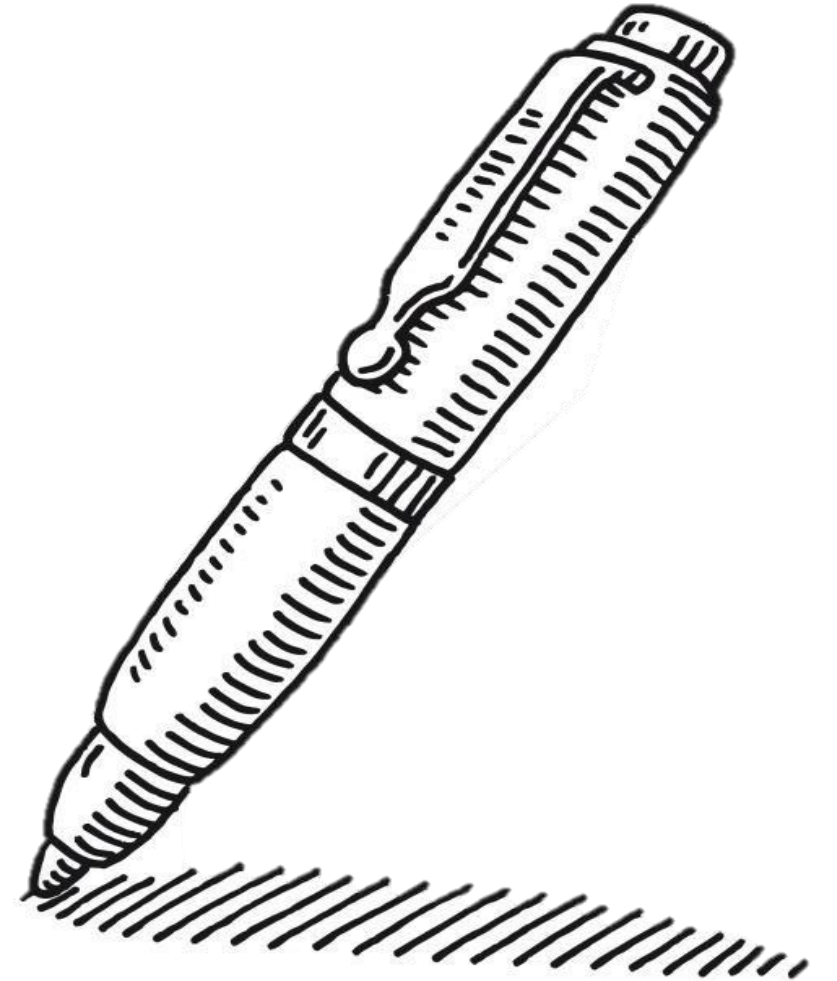
Work permit

Non EU Students: internship

- all internships count as employment, hence a work permit is always required
- a compulsory internship does not count
- a voluntary internship counts, even if unpaid

How to extend your Residence Permit

- Same documents needed as for first time application
- Enrolment certificate with expected end of studies
- Proof of finance: Job contract (working hours & hourly pay)



Extension of Residence Permit

- Residence permit only valid for 2 years (max.) > 10 years limit
- When leaving *Schengen*, make sure your residence permit is valid until after your return
- When leaving *Schengen* for longer than 6 months, permission by Immigration Office needed
 - otherwise: **loss of residence permit** (void)

Studytime abroad?

- For re-entry, residence permit for Germany must be valid **until after** your return to Konstanz.
- Visa application for the country of stay
- Or european mobility within the scope of the REST directive
- If necessary, please do apply for extension of the residence permit **BEFORE** travelling abroad.



No possibility of applying for extension of residence permit from abroad!

Change of degree programme

- Residence permit issued for specific degree studies at a specific university
- You are free to change your study programme within the first 18 months (3 semester) after starting your studies.
- Later on, changing the study programme *may* be approved (subject to decision of the immigration authority) if the studies can be completed within a reasonable period of time, i.e. up to a total duration of stay of 10 years.

Change of purpose of stay

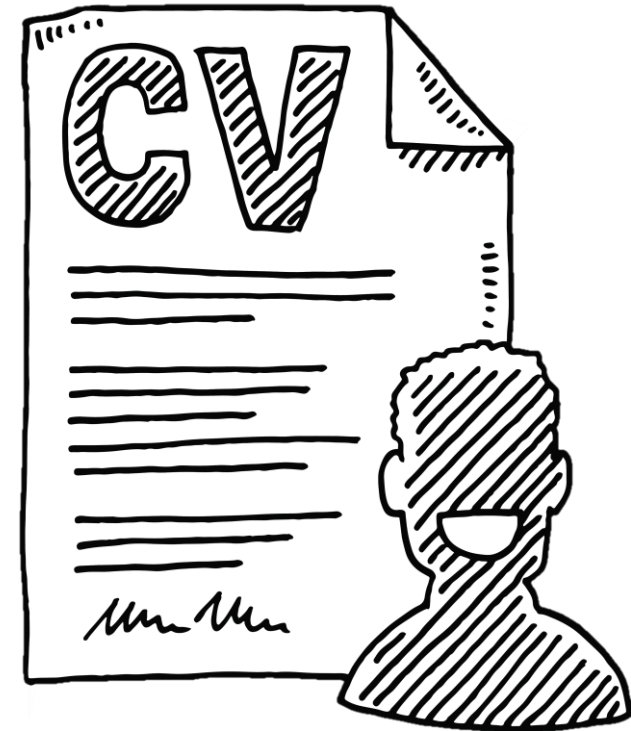
Change of purpose of stay of the residence permit is generally not possible. Exceptions:

- Change to employment as a skilled worker
- Change to professional training
- Legal entitlement

Otherwise always departure and renewed visa application

After graduation

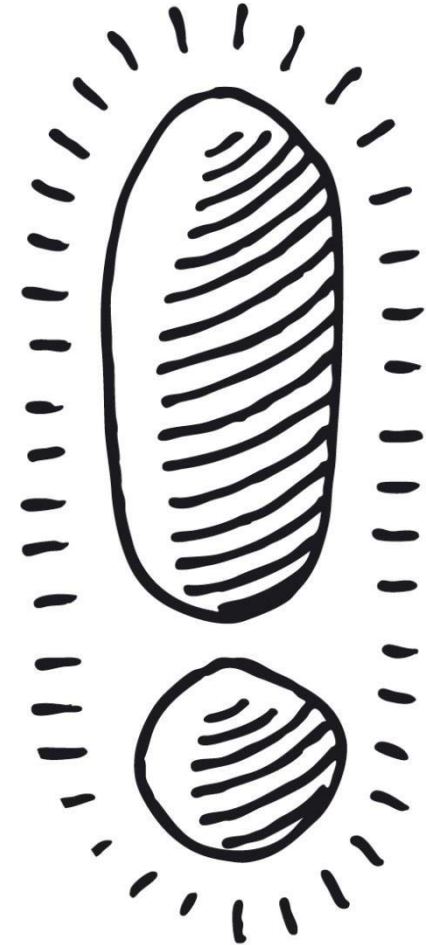
- As a graduate of a German University you have access to good career opportunities in Germany.
- As a citizen of a non EU Country, you are required to have a work permit if you want to stay and work in Germany.
- There are several different types of residence permits, such as job seeker, to take up qualified employment,...
- Online info session on January, 26th , 5pm – 6pm.



!!! IMPORTANT !!!

Always carry with you:

- your passport
- your residence permit card
- your document on conditions of residence



**If you have any questions,
do not hesitate to contact us.**

Amaia Epalza & Alexandra Frasch

Degree-seeking support

E-Mail: degree.students@uni-konstanz.de

