How to apply a residence permit

Ausländeramt / Immigration Office
StädteRegion Aachen
Informations for European Citizens

- Citizens from European countries do **not** need a residence permit!
- Only residence registration required
Informations for Non-European-Citizens

www.staedteregion-aachen.de
Residence permit for studying in Germany

- application form
- passport
- photo with biometrical signs
- study certificate (print out via campus office)
- health insurance
- proof of financial support
- fee: 100,– € (for extension 93,–€)
Biometrical Photo

- size: 35 x 45 mm
- size of face: 32 x 36 mm

- look straight into the camera
- do not laugh
- closed lips
- uncovered eyes
- not older than 6 months
Financial support

- monthly 720,– €
- Scholarship
- blocked account
- declaration of commitment in line with § 68 Residence Act
- regular money transfers of the parents or other supporting persons (bank account statements of the last three months with appropriate proof need to be submitted; cash deposits without proof of origin and limitation of purpose cannot be accepted)
Electronic Residence Permit
Additional Paper
Fiktionsbescheinigung / Temporary Visa
Duration of residence permit for purpose of studying

Nominal duration of studies
(Bachelor 6–7 semesters, Master 4 semesters)
plus 3 semesters = max. duration of stay for achievement of the final degree

After the nominal duration of studies you have to present a proof of study results with prognosis about period of time needed for completion of studies (=study history certificate). A special form has to be filled in by your study advisor for this purpose. The form can be obtained at the ISC.

Also note, that all parts of your studies (e.g. German language course, Bachelor, Master, PhD) have to be completed within the maximum time of 10 years.
Going abroad/ Staying outside Germany

- as a rule: max. duration of 6 months of stay
- after this deadline: automatic expiry of your German residence permit
- only exception from this rule: A stay abroad longer than 6 months is for study reasons (e.g. mandatory internships, thesis work)

and the Immigration Office has consented to it before you go abroad!
Jobbing / Work permit

Range of work permit that is automatically included in your residence permit:

„Beschäftigung bis zu 120 Tage oder 240 halbe Tage im Jahr sowie Ausübung studentischer Nebentätigkeit erlaubt“

meaning:
You are allowed to work 120 full days (8-hour-day)/ 240 half days (4-hour-day) wherever you want, that is outside the university. Jobs at the university, so-called HiWi-jobs (student assistant) in an institute are allowed up to max. 19 hours weekly.
After final degree

- start a PhD
- or
- look out for qualified jobs

For qualified job search you can apply for an interim residence permit for a max. period of 18 months. During the period of search you get an unlimited work permit.
Blue Card EU

The Blue Card EU for Germany is a special residence permit for highly skilled foreign immigrants with a qualified job/job-offer and a special gross annual compensation.

Find more informations:
http://www.bluecard-eu.de/eu-blue-card-germany
Settlement permit

- After **33** months of working and paying „mandatory contributions for pension insurance“
- After **21** months of working and paying „mandatory contributions for pension insurance“ and German language test B1
Branch Office in SuperC
Room 4.21 – 4.22

- Mrs Krey, phone: 5198 3367
- Mr Beilebens, phone: 5198 3369
- Mr Morawe, phone: 5198 3368
- E-mail: info.auslaendische.studenten@staedteregion-aachen.de
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Opening hours:

Monday and Tuesday 8.00 a.m – 12.15 p. m.
Wednesday 8.00 a.m. – 12.15 p. m. and 2.00 p.m. – 04.45 p. m.
Friday 8.00 a.m – 12.15 p. m.
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