

Application for a Student Visa

All Indian nationals who wish to study in the Federal Republic of Germany require a visa prior to their departure.

An application may only be filed at the German Embassy New Delhi under the provision that the applicant

- has permanent residence in the area of jurisdiction of the Embassy which includes the states of Haryana, Himachal Pradesh, Jammu and Kashmir, Punjab, Rajasthan, Sikkim, Uttar Pradesh, Uttaranchal, Union Territories Chandigarh, Delhi, Andaman and Nicobar Islands, Lakshadweep, Minicoy and Amini.

Personal appearance at the German Embassy is mandatory for all applicants applying for a Residence Permit.

With effect from March 17, 2008 all applicants have to schedule an appointment for personal appearance at the German Embassy. These appointments have to be scheduled with VFS Global Services Pvt. Ltd., managing the German Application Centers. For further details regarding opening hours of the Visa Application Centers and service charges of VFS, please call up (011) 4253-0000 or visit the website: www.vfs-germany.co.in Admission to the Visa Section of the German Embassy will only be granted at the time of the scheduled appointment. Being late will consequently result in scheduling a new appointment.

The visa application must be supported by all the necessary documents as only visa applications with complete documentation can be accepted.

In case your visa application and the supporting documents are in accordance with the requirements for a Student Visa your application will be forwarded to the competent Immigration Office in Germany for the mandatory approval.

It is important to apply in time for the residence permit as the visa process might take between eight and twelve weeks. Simultaneous applications for a Schengen visa and a Residence Permit cannot be entertained.

Furthermore, the Embassy has to point out that visa for business, tourist or visiting purposes cannot be changed into residence permits after arrival in Germany.

Upon application for a Student Visa at the German Embassy the following documents have to be submitted in the original version along with an attested translation into the English language and three identical and arranged sets of copies of each document (copies have to be provided in DIN-A4 size only):

1. 2 Visa Application Forms (please make sure that both forms are duly filled out and signed indicating especially the address of your future residence in Germany – (question 15) as well as your complete address including telephone No. and E-Mail-address in India)
2. Declaration on True and Complete Information
3. Valid passport with a validity of at least 12 months along with two copies of all printed pages
4. 3 passport pictures according to biometric specifications (in case you can not click the given link, please refer to our homepage)
5. visa fee to be paid through Demand Draft made out to the “Embassy of

the Federal Republic of Germany” in New Delhi (in case you can not click the given link, please refer to our homepage)

6. Cover letter from applicant

7. School Leaving Certificate of Secondary School

8. Letter of admission from the German University

9. proof that study fees have been paid, if applicable

10. University Certificates (Degree Certificates and Mark Sheets

11. Proof of Language Proficiency (TOEFL / IELTS, Original and A 4 sized copy).

This document is mandatory for

the visa process, even if it is not required by the German University.

Only exemptions possible: Applicants for Ph.D / Doctorate studies and

Erasmus Mundus Scholarship Holders.

12. proof of financial means to cover the costs for the time of your studies (stay in Germany including university related fees) by one of the following documents:

- Confirmation of Scholarship

- Formal sponsorship letter from a sponsor living in Germany (“Verpflichtungserklärung”)

- sanctioned study loan indicating address and telephone number of the bank. The amount of the sanctioned study loan should be converted into EURO and indicated in writing by the bank.

- Savings Account supported by a 12 months bank statement (printed and not handwritten - A4 sized copy), indicating address and telephone number of the bank

- proof of Term Deposit (indicating address and telephone number of the bank

- proof of a German Bank Account

13. Students who will neither get a scholarship nor be able to present a formal sponsorship letter from a German sponsor have to submit a Demand Draft for € 7656.00 in his / her name drawn at a German Bank in order to financially secure the first year in Germany.

Information with regard to open a German Bank Account prior to your departure to Germany may be obtained from “Deutsche Bank AG, New Delhi”, ECE House, 28 K.G. Marg, New Delhi 110 001

The German Embassy reserves the right to ask for additional documents!

Please note that in case of incomplete documents the application will not be taken in and processed by the Embassy. Consequently a new appointment has to be scheduled!

Please click to download the following required forms / declarations for applying your visa:

• Application Form for German National Residence Permit [pdf; 322.15 k]

• Declaration on True and Complete Information [pdf; 27.09 k]

• Declaration on Travel Health Insurance [pdf; 25.8 k]

The above given forms / declarations can also be downloaded from the homepage of the German Embassy at www.new-delhi.diplo.de