



Embassy
of the Federal Republic of Germany
New Delhi

Application for an Employment Visa

All Indian nationals who wish to work 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 it is mandatory for all applicants 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 an employment visa your application will be forwarded for further attention 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 would clearly state, ***that a short term visa cannot be changed into residence permit after arrival in Germany.***

Upon application for an Employment Visa at the German Embassy the following original documents have to be submitted (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](#)
2. Valid passport with a validity of at least 12 months along with two copies of all printed pages
3. 3 passport pictures according to [biometric specifications](#) (in case you can not click the given link, please refer to our homepage)
4. [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)
5. Cover letter from applicant
6. Work Contract with a German Company
7. Proof of Qualification and Experience Certificates for future employment in Germany
8. Letter from future German employer confirming the deputation
9. Deputation Order from Indian Employer confirming the deputation

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

Please note that in case of incomplete documents the application will not be accepted 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