

Documents to be submitted

In order to apply for the issue or extension of a residence permit, the following current proof must be provided regularly:

- Valid national passport
- A biometric passport photo
- Language course/enrollment certificate
- Proof of independent means of subsistence (e.g., scholarship notification, declaration of obligation, proof of current account balance, bank statements for the last 3 months). Sufficient available financial means to cover living expenses (this is based on the current BAföG rate).
- Proof of health insurance

Issuing and extending a residence permit is subject to a fee.

After applying for your residence permit, you will usually receive a probationary certificate. You can only leave and enter Germany within the period of validity with a probationary certificate in accordance with Section 81 (4) of the Residence Act (AufenthG).

Making an appointment

You can make an appointment by calling **06151 13-3323** or sending an e-mail to auslaenderbehoerde@darmstadt.de.

Foreigner's Registration Office hours

Appointments must be made in advance. Office hours are published on the Internet at darmstadt.de/auslaenderbehoerde

Contact

Citizen Centre and Regulatory Authority
Foreigners' and Citizenship Office
Luisenplatz 5
64283 Darmstadt
Germany
Phone 06151 13-3323
Fax 06151 13-3589
E-mail auslaenderbehoerde@darmstadt.de
Internet www.darmstadt.de



Imprint

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Citizen Centre and Regulatory Authority of Darmstadt
Representative for Intercultural Receptiveness and
the Culture of Welcome
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Phone 06151 13-3775
Fax 06151 13-2285
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Information for students from non- EU/EEA countries



After arrival

After your arrival, you have two weeks to register at the Residents' Registration Office at Luisenplatz 5, by presenting a confirmation of residence from your landlord.

After registering with the Residents' Registration Office, please send an e-mail to auslaenderbehoerde@darmstadt.de or by mail to apply for a residence permit. Please note that an application must be submitted **before** your visa/visa-free stay expires.

Preparation for university studies

The length of stay for study preparation measures (intensive German courses to prepare for the DSH/TestDaF including any necessary attendance at a preparatory college) is limited to a maximum of two years from the date of entry. Subsequently, students must start professional studies. It is your responsibility to plan and perform the preparation phase in a focused manner and to observe the admission requirements and application deadlines for the professional studies.

Exchange students who are initially enrolled for an exchange program but intend to complete their studies in Germany must also meet the time requirements for obtaining the DSH/TestDaF.

Professional studies

A residence permit can be issued and extended if the degree can be completed within a reasonable time period. An appropriate study period for international students is defined as an average duration of study of the relevant degree program at the university which is not exceeded by more than three semesters.

If sufficient progress is not made in your studies, your residence permit may be revoked or rejected. As a rule, you have a maximum of ten years to prepare for your studies and complete your bachelor's and master's degree.

Delays in university studies

If you are forced to temporarily interrupt your studies due to illness, pregnancy or other important reasons, please notify the Foreigners' Registration Office immediately. This ensures that these downtimes can be considered appropriately. Corresponding proof must be provided.

Change of degree program, postgraduate studies, doctorate

A change of a degree program and the start of a postgraduate program (e.g., master's degree) or a doctorate requires the **prior** approval of the Foreigners' Registration Office. Please seek advice from the Foreigners' Registration Office before you decide to change your degree or start a postgraduate program or doctorate.

Employment during your studies

During your study visit, you can work up to 140 full or 280 half days per calendar year as well as a part-time student job at the respective university. Employment of more than four hours a day is counted as a full day.

You should keep records of your periods of employment. Self-employment and freelance work are not permitted. Your employment must not interfere with your studies, since only your studies justify your reason for residence in Germany. If employment is pursued without the required permit, the residence permit may be revoked or rejected.

Job search/employment after graduation

After successfully completing your studies, you have up to 18 months (calculated from the date of graduation) to find a job in Germany that matches your qualifications. To do this, you must apply for a residence permit in a timely manner for the purpose of seeking employment. If you have been granted a residence permit to look for a job, you may pursue any kind of employment. You must also be able to provide proof of successful completion of your studies and financing, including sufficient health insurance coverage for this period.