



Checklist for a German National Visa

- LANGUAGE COURSE -

If you want to do a language course in preparation for studies, work or vocational training please read the respective checklists! University or research institute, you can apply for a visa for a research stay.

Before booking an appointment, please prepare the following documentation for your visa. The following documents are to be submitted **personally** at the Embassy **after booking** an appointment.

IMPORTANT:

1. Please provide the **original documents** in the **first (1.) pile** in the below mentioned order!
2. Please also provide **two copies** of all documents in **two (2) identical piles!**
3. The Embassy reserves the right to request additional documents.

DOCUMENTS:

- Fully completed and **signed application form** for “national visa” ([here](#))
- Where applicable: [Declaration](#) fully completed and signed regarding contact details and power of attorney
- Valid passport** (valid for at least 6 months and with at least two (2) completely empty pages)
- Recent **biometric passport photos** (see specimen photos, other photos cannot be accepted and delay the visa process)
- Certificate of **enrolment in a German intensive language course** (daily lessons/at least 18 hours/week)
- Original proof of the language skills** (if any; recommended A1-A2)
- Where available: Proof of **School leaving certificates/ Academic qualification**
 - a. Original diplomas, certificates (if it is a non-Rwandan certificate the authentication may have to be certified by the German Embassy of the respective country)
 - b. Original transcripts of the last school year
- Personally drafted complete **CV**

- Letter of motivation** (why do you want to take a German course in Germany and what is your intention after the language course?)
- Proof of accommodation** in Germany
- Proof of adequate **health insurance** cover
 - a. Travel health insurance for at least 3 months upon entry

If as a student you want to take out statutory health insurance, you must bear in mind that this insurance can only begin when you take up residence in Germany and after enrolment. If you enter Germany beforehand, private health insurance must be taken out for the period prior to enrolment. In its terms and conditions, travel health insurance can exclude protection if a long-term or permanent stay is planned. So-called incoming travel insurance can also contain such exclusions.
- Proof of adequate **financial means** through one of these options:
 - a. Confirmation of a blocked account in Germany with a balance of 11.208,-- EUR for the first year / 934,-- EUR per month payable
 - b. Formal letter of obligation according to §68 AufenthG for the entire duration of stay (not older than six months at the time of application)
 - c. Proof of scholarship or bursary from a German or European institution which states duration and monthly amount paid to you
- If there is a school fee: **Proof of payment** of the fee for **the duration of the entire course/s**
- In case of previous long term stays in Germany: **deregistration conformation** from the registration office of the last place of residence
- Processing fee of 75 €. Payable only in **cash in RWF**.

Applicant of a nationality other than Rwandan:

- Proof of habitual abode by “**residence permit/visa**”

Completeness of application

Is the application complete?

- Yes No, the information/documents indicated above are lacking. I was informed that I have to submit the missing documents till _____

Declaration when application is not complete:

I have been informed that my application is not complete. I am aware that submitting an incomplete application can lead to the application being rejected. I would like to submit my application nevertheless.

place, date, signature, name