



**NATIONAL VISA**  
**STUDY APPLICANT'S AND STUDY VISA**  
[www.study-in.de/en/](http://www.study-in.de/en/)  
**DOCUMENTS TO BE SUBMITTED**

	National visa instruction forms – available online <a href="http://www.doha.diplo.de">www.doha.diplo.de</a>	Submitted
1	<p><b>Application forms ‘Resident Permit/Long Term Visa’– available online</b> <a href="https://videx-national.diplo.de/videx/visum-erfassung/#/videx-langfristiger-aufenthalt">https://videx-national.diplo.de/videx/visum-erfassung/#/videx-langfristiger-aufenthalt</a></p> <ul style="list-style-type: none"> <li>Fully completed in English or German and personally signed and dated by applicant</li> </ul>	
1a	<p><b>For minors below the age of 18</b></p> <ul style="list-style-type: none"> <li>A form “letter of consent” signed by the parents/legal guardian must be attached</li> <li>Passport copies of parents/ legal guardian</li> <li>Birth certificate with an English translation</li> </ul>	
1c	<p><b>Two recent biometric passport sized photographs (3.5x4,5 cm)</b></p> <ul style="list-style-type: none"> <li>Must <b>not</b> be older than 6 months Do not glue or staple the photos to the application form</li> </ul> <p><b>General information about your Passport</b></p> <ul style="list-style-type: none"> <li>Validity of a minimum of <b>six</b> months from the date of expiry of the requested Visa <b>new</b></li> <li>Signed by passport holder</li> <li>Passport not older than 10 years (issued in the last 10 years)</li> <li>A minimum of two blank pages to be used for visas</li> <li>Valid Qatar residence permit</li> </ul>	
2	<p><b>Details from your University in Germany:</b></p> <ul style="list-style-type: none"> <li><b><u>confirmed university admission (“Zulassungsbescheid”)</u></b> <ul style="list-style-type: none"> <li>from a German University stating subject and begin of study (latest possible enrolment date must be at least 8 weeks in the future)</li> <li>must state language of instruction (<i>proof of language skills according to point 8 of this checklist</i>)</li> </ul> </li> <li><b><u>confirmed language course (“Intensiv-Sprachkurs”) with conditional university admission (“bedingter Zulassungsbescheid”)</u></b> <ul style="list-style-type: none"> <li>course has to take place minimum 18 hours per week over 6 months at a German language school (weekend or evening courses are insufficient)</li> <li>receipt/confirmation of language course payment for minimum 3 months</li> <li>proof of conditional university admission or letter of “uni-assist” or confirmation of admission as an applicant or detailed communication with the University for a concrete subject of study</li> <li>proof of German language skills of level <b>A2</b> according to the European Framework for Languages is mandatory</li> </ul> </li> <li><b><u>confirmed admission to a preparatory course for University (“Studienkolleg”)</u></b> <ul style="list-style-type: none"> <li>details regarding preparation and intended begin of study</li> <li>proof of conditional university admission or letter of “uni-assist” or confirmation of admission as an applicant or detailed communication with the University for a concrete subject of study or entrance examination</li> <li>proof of German language skills of level A2 according to the European Framework for Languages is mandatory</li> </ul> </li> <li><b><u>Invitation for admission test for preparatory course (Studienkolleg)</u></b> <ul style="list-style-type: none"> <li>proof of German language skills of level A2 according to the European Framework for Languages is mandatory</li> </ul> </li> <li><b><u>Admission to an internship</u></b> <ul style="list-style-type: none"> <li>letter of the university with details about the internship: it has to be mandatory in order to be admitted to university</li> <li>proof of German language skills of level B1 according to the European Framework for Languages is mandatory</li> </ul> </li> </ul>	
3	<p><b>Letter of motivation and CV</b></p> <ul style="list-style-type: none"> <li>Why do you wish to study in Germany?</li> <li>What are your career plans for the future?</li> </ul>	

4	<p><b>Proof of German language skills</b></p> <ul style="list-style-type: none"> <li>if not otherwise specified and lectures are being held in German, proof of German language level of at least B1/B2 is mandatory, please confirm with competent university)</li> </ul> <p><b>otherwise</b> a confirmation from the university that the lectures will be held in the English language and proof of English language knowledge (e.g. TOEFL/IELTS))</p>	
5	<p><b>Proof of financial means (minimum of 992,00€/ month), please provide one of the following:</b></p> <ul style="list-style-type: none"> <li>Blocked account* at a German bank to the minimum amount of 992,- EURO per month (withdrawal limit, for one year the amount will be 11.904,-€)*</li> <li>Proof of scholarship from a German institution (DAAD etc.)</li> </ul> <p><i>*When applying for visa, you can provide evidence that you are able to meet your living costs by opening a blocked bank account. You have free choice of provider. Information on providers that offer this service world- wide is available on <a href="#">Federal Foreign Office website</a> .</i></p>	
6	<p><b>Documents reflecting your previous education and skills</b></p> <ul style="list-style-type: none"> <li>e.g. school certificates, university degree certificates, internships, trainings, university and / or employment confirmation</li> </ul>	
7	<p><b>Photocopies</b></p> <ul style="list-style-type: none"> <li>1 copy of passport pages with personal data and signature of passport holder</li> <li>1 copy of Qatari residence permit</li> <li><b>IMPORTANT:</b> valid Qatar residence permit (minimum validity up to return to Qatar)</li> </ul>	
<p><b>Fees: 75,- EUR at the current exchange rate in QAR</b></p>		

**REMARKS to be filled out VFS staff (please tick what is applicable):**

Applicant's documents are  complete

**NOT complete** - applicant has been informed of option to withdraw application to avoid possible re fusel, but wishes to submit application

**NOT complete** - applicant will submit missing documents within 48 hours to VFS

**YES - The applicant has been informed of the maximum processing time of 15 days and that he may not be able to arrive on time.**

**Other remarks:**

**SIGNATURES and AGREEMENT** \_\_\_\_\_

THE APPLICANT HAS BEEN INFORMED OF THE ABOVE REMARKS.

.....  
City and Date

.....  
Signature VFS Staff / Name in Letters)