

CHECKLIST

Visa-free entry to Germany BAMF permit

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1. General information

As you are studying in an EU-country but hold a non-European nationality, you already possess a European Residence permit and can travel across Europe as a tourist. But you want to enter Germany for a longer period than 90 days and as a student. That's why another permit is needed.

Good news! No visa is necessary, and the International Office helps you through the whole process. **The permit you need to enter Germany legally is the permit of the Federal Office for Migration and Refugees (BAMF).**

This process is mandatory and without the BAMF permit, it is not possible to study at HSB!

2. Process

To get the BAMF permit to enter Germany without visa, several documents are needed. You are responsible to get the correct documents and send them to us (on time!), we will check them, submit them to the BAMF and send you the permit via mail as soon as we get it.

When traveling to Germany from a non-EU, you should have the copy of this BAMF permit with you. If you travel from an EU country, this is not mandatory.



Please note:

- Please upload the documents in your application.
- We need all documents as separate PDF files and correctly named.
- All documents should be in German or in English.

We require your documents at least 6 weeks before your planned arrival in Germany in order to complete the process in time. This means, depending on your exact arrival date:

- Winter semester: documents are needed in August.
- Summer semester: documents are needed in February.

3. Necessary documents – Checklist

For visa-free entry for your study stay in Bremen, please send us the following documents and information and name them as shown in brackets:

- your **residence permit** of the EU country you're currently studying in – this should cover the entire period of your intended stay in Germany (photo or scan) ([surname_Aufenthaltstitel](#))
- a copy of your **passport** - it has to cover the entire period as well ([surname_pass](#))
- your planned **date of entry and exit** (arrival in Germany and planned date of departure). We would recommend arriving at the beginning of the semester or later, but before the orientation week.
 - winter term 01.10
 - summer term 01.04
- a copy of your **European Health Insurance Card or other health insurance plan** (unlimited coverage is needed and it must cover the entire period you want to stay in Germany) - if you do not have that, please get insured with a German public health insurance ([surname_Krankenversicherung](#))
- Proof of sufficient **financial resources** currently **5.952 EUR** for one semester (6 months) and **11.904 EUR** for two semesters (one year). You have several options to prove this amount of money. The proof should not be older than 3 months. Please name the proof "[surname_Lebensunterhalt](#)".

3.1 Details financial proof

This can be:

1. **your own bank statement** that shows clearly that enough money is available to finance yourself for the time of mobility, or
2. a **written confirmation from your parents** (please use the document: "Declaration on student financial support during student mobility for submission at the Federal Office for Migration and Refugees") **and a copy of passport from your parents**, or
3. a security deposit in a **blocked account** at a bank: this is a bank account from which only a portion of the total amount paid in divided by the number of months of stay is available (e.g. one twelfth of the amount paid in for a stay of 12 months)
 - open an online account – with Coracle or Fintiba or Expatrío, or
 - at Deutsche Bank via email: db.student@db.com, or
4. an **education loan**, or
5. a **declaration of commitment** from a German citizen, or
6. a **scholarship certificate** (e.g. study grants) – please note that ERASMUS grants do not cover the full amount. However, a combination of a scholarship and another financial resource, e.g. blocked account is possible.

3.2 Details health insurance

You are younger than 30	You are older than 30
<ul style="list-style-type: none">• We strongly recommend getting a German public health insurance.• Please note: the start date of the public health insurance cannot be before the beginning of the semester. If you plan to arrive earlier, you need this period of time another private health insurance.• We recommend these companies: AOK, Barmer or TK. You can sign up online right now and upload the proof of insurance as soon as possible.	<ul style="list-style-type: none">• You are obligated to get a private German health insurance.• If you go to the doctor in Germany, you will have to pay the bill and after that get the money back from the insurance.

4. What happens if your residence permit expires during your planned stay in Germany?

If your residence permit of the first EU member state does NOT cover the entire period of your mobility in Germany, then please **extend it ASAP** (really important!). The BAMF permit is based on your residence permit of the country of your home university. If it expires during the semester at HSB, you will get a BAMF permit until the expiry date. You have the time until six weeks before the expiry date to hand in your new residence permit. Please send it to us via mail, as soon as you get it.

If you have issues with the extension, and it is not possible to get the new permit on time, you have the following option:

Ask the national authority to give you a temporary residence permit ("Fiktionsbescheinigung"). This is an official document that confirms that they will extend your residence permit. Make sure that it is a **temporary residence permit for students**. If you hand in this and also your expired residence permit, the BAMF will accept it. This document looks like this:



4.1 Special case for Italy

The application for the extension of residence permits is possible two month before the expiry date. The processing time is usually longer (4-5 months). In this case we would strongly recommend applying for visa at the German embassy in Rome. Please note that you can only get a German visa before your planned stay in Germany, not when you already have a limited BAMF permit. **In the case you decide to apply for the visa, please let us know by sending a short mail.**