

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** – must be valid for 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 semester: 01.10.
 - ➔ summer semester: 01.04.
- a copy of your **European Health Insurance Card or another 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, you must get insured with a German public health insurance ([surname_Krankenversicherung](#))
- The form “**Declaration on Securing Livelihood for Student Mobility**” (according to Section 16c Residence Act) in which you confirm that you have
 - sufficient **financial resources**, currently 992 EUR/month and
 - a **valid health insurance**

Note: the dates entered in this form must match the dates of the planned arrival and departure dates!

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.**