



## Information Sheet and Checklist Research Visa (Section 18d German Residence Act)

### General information

- General processing time for a complete application is about 6-8 weeks; in specific cases e.g. upon request of German authorities it might take longer.
- Please take note that some authorities in Germany may require documents translated into German and with proof of authenticity (for Canada: legalization).
- No flight reservation is required at the time of your appointment; please book your trip only after having received your passport including visa.
- All holders of a national visa are by law required to register with the local registration office within 2 weeks after moving in. Please refer to the requirements on the website of your local registration office for further information.
- A research visa is a national visa which entitles you to enter other countries in the Schengen zone for a stay of up to 90 days within 180 days.
- **Please refrain from inquiries about the state of processing during the regular processing time as the visa section is not able to answer these.**
- **Further information regarding living and working in Germany is available at [www.make-it-in-germany.com](http://www.make-it-in-germany.com).**

Researchers are third-country nationals who

1. Hold a doctoral degree or appropriate German or foreign university degree giving access to doctoral programs, AND
2. Have been selected by a research institution and admitted to the territory of a Member State, AND
3. Pursue a research activity for which such a degree is normally required.

This also includes doctoral students who are enrolled at a foreign (e.g. Canadian) university and want to travel to Germany for research.

If you are enrolled at a German university to complete a full-time doctoral study in Germany, please refer to the checklist "Study visa PhD".

If you meet the requirements for the EU Blue Card, you can also apply for the EU Blue Card instead of a research visa. Please refer to the checklist "EU Blue Card".

Please prepare **2 identical sets** of **application documents** with **all** of the following documents in the order indicated below and **submit with a print-out of the list**.

Original documents will be returned to you while a copy per set will be required.

**Please note that incomplete applications will be decided based on the documents submitted and may result in the rejection of your application.**

**Please check all documents you submit:**

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	<b>Valid passport, signed by the passport holder</b> (issued within the last 10 years and valid for at least 6 months upon entry with at least 2 subsequent blank pages)
<input type="checkbox"/>	<b><u>Application form</u></b> fully completed including declaration Section 54 (2) 8, <b>duly signed</b>
<input type="checkbox"/>	<b><u>Declaration “Use of mail services”</u></b> , <b>duly signed</b>
<input type="checkbox"/>	<b>Biometrical Passport size picture, stamped</b> , not older than 3 months with a bright background and frontal view of the face (please do not fix the picture to the application form). <b>Digitally-altered passport pictures will not be accepted.</b>
<input type="checkbox"/>	Copy of your valid <b>passport’s data page</b>
<input type="checkbox"/>	Copy of your <b>Canadian residence permit</b> , e.g. PR card, work permit, study permit, etc. – if applicable
<input type="checkbox"/>	Original and copy of <b><u>Hosting agreement</u></b> (“Aufnahmevereinbarung”), OR corresponding contract (refer to hosting agreement for required information to be included in the contract)
<input type="checkbox"/>	Only if the research institution is not primarily public funded and thus not listed by the <b><u>Federal Office of Migration and Refugees</u></b> (BAMF): Original and copy of an (either general or individual) <b>Declaration of assumption of costs</b> related to the stay of the researcher
<input type="checkbox"/>	Original and copy of <b>proof of qualifications</b> <ul style="list-style-type: none"> <li>• doctoral degree, OR</li> <li>• appropriate German or foreign university degree giving access to doctoral programs</li> </ul>
<input type="checkbox"/>	<b>Proof of sufficient funds for the entire stay</b> <ul style="list-style-type: none"> <li>• if employment relationship: minimum of <b>1.655 EUR per month</b></li> <li>• if <u>no</u> employment relationship: minimum of <b>947 EUR per month</b></li> </ul>
<input type="checkbox"/>	<b>Proof of housing</b> in Germany with <b>full address</b>
<input type="checkbox"/>	<b>Prepaid self-addressed Xpresspost envelope</b> (Canada Post only), <b>Regional Standard</b> to Ontario or <b>National Standard</b> to all other provinces (shipment to a Canadian address only)
<input type="checkbox"/>	<b>Visa fee</b> of 75 EUR payable in CAD (electronic payment with mastercard/visa preferred, cash also accepted)

**To be provided prior to final approval of the visa application:**

<input type="checkbox"/>	<b>Flight dates</b> according to itinerary
<input type="checkbox"/>	<b>Proof of sufficient health insurance coverage</b> <ul style="list-style-type: none"><li>• If you are subject to compulsory insurance under the statutory health insurance scheme as an employee, please note that this only applies once you have taken up residence in Germany and commenced employment.</li><li>• If you enter Germany before taking up employment, Proof of <b>travel health insurance</b> (Canadian or German) valid from the day of entering Germany until beginning of employment is required; the insurance must cover the entire Schengen zone with a minimum coverage of 30.000 EUR (approx. 50,000 CAD). The proof of insurance must include the following details: name of insured person, length of coverage, insurance sum and repatriation coverage.</li><li>• Please note that health insurance coverage by <b>credit card</b> is <u>not valid</u> unless you present a letter from the credit card company with details of coverage of your trip.</li></ul>

**Please note** that the German Consulate reserves the right to ask for additional documents or information deemed necessary for processing your application at any time during processing and assumes no responsibility for applications submitted too close to your planned departure. Submission of the above-mentioned documents does **not** guarantee that a visa is granted.

For further information such as **passport and photo requirements** please visit our **website** [www.canada.diplo.de/longstay](http://www.canada.diplo.de/longstay) and visa-related [FAQ](#).

Please note: The Visa Section is not able to **provide individual advice** or **pre-screening** of documents. In case of further **inquiries not answered on our website/ FAQ**, you may contact the Visa Section via email at [visa@toro.diplo.de](mailto:visa@toro.diplo.de).