

## Checklist for long-stay visa: Study visa1) / visa for applicants for a place at university2)

**Please note student with an unconditional letter of acceptance can apply at TLS (Visa application centre).**

Please prepare **two identical application sets (2 sets of copies)** with all of the following documents in the given order. Please bring your original certificates as well as your original letter of acceptance along. Please DO NOT staple any documents.

Incomplete documentation may result in the rejection of your application.

<input checked="" type="checkbox"/>	<a href="http://www.dublin.diplo.de/visa">www.dublin.diplo.de/visa</a> (FAQs available)    visa@dubl.auswaertiges-amt.de
<input type="checkbox"/>	<b>Application form</b> fully completed including declaration Section 54 (2) 8, duly signed
<input type="checkbox"/>	<b>Passport size picture</b> , not older than six months with a bright background and frontal view of the face (please do not attach the picture to the application form) Digitally-altered passport pictures will not be accepted
<input type="checkbox"/>	<b>CV</b>
<input type="checkbox"/>	<b>Motivation letter</b>
<input type="checkbox"/>	1) <input type="checkbox"/> <b>Copy of the letter of conditional acceptance</b> from a German university, <b>OR</b> 2) <input type="checkbox"/> <b>Proof of qualification</b> to be accepted at a German university <input type="checkbox"/> <b>Letter of motivation</b> providing information on the planned course of action to find a university place (sector, region, intended place of residence/ accommodation etc.)
<input type="checkbox"/>	<b>Proof of sufficient funds</b> to cover the costs of your stay (the equivalent of 861.00 EUR per month, 1 year: 10,332.00 EUR): <b>blocked account</b> ( <u>for further information see website</u> )
<input type="checkbox"/>	<b>Proof of housing</b> in Germany with <b>full address</b> (e.g. rental contract, hotel reservation) OR invitation letter in case of private accommodation with <b>name, full address</b> and their <b>passport copy</b>
<input type="checkbox"/>	Self-addressed envelope (An Post only), 9,20,- Euros stamp <i>Or</i> Envelope and stamps can be purchased for 10 Euros at the Embassy
<input type="checkbox"/>	Visa fee 75,- Euros
<input type="checkbox"/>	<b>Valid passport</b> (issued within the last 10 years and valid for at least 6 months after arriving in Germany with at least two empty pages)
<input type="checkbox"/>	<b>Irish residence permit card</b>
<input type="checkbox"/>	After approval: <b>Travel insurance</b> covering you until the start date of your studies

**Please note** that the German Embassy Dublin reserves the right to ask for additional documents at any time during processing. Submission of the above-mentioned documents does not guarantee that a visa is granted.