

## VISA CHECKLIST

**In the following we would like to provide you with all the necessary information for your visa application.**

### **Overview:**

If you are not sure whether you need a visa for Germany, please check here: <https://www.auswaertiges-amt.de/en/einreiseundaufenthalt/visabestimmungen-node>

If you need a visa, please make sure to submit your visa application as soon as possible: Embassies or consulates of Germany usually require up to ten working days to decide on an application for a short stay visa, but during peak travel seasons there may be a waiting period for making an application to a German mission.

If you should have any delays or problems with your application or receiving the visa, please contact the conference management via: [OFAJ-DFJW-YouthForPeace@labconcepts.de](mailto:OFAJ-DFJW-YouthForPeace@labconcepts.de)

Costs for Visa will be reimbursed by the organizers (30,00 – 60,00 Euros, upon presentation of the receipt).

### **Appointment**

As a rule, applicants must submit visa applications, together with all necessary documents, **in person at the German mission responsible for their place of residence**.

Please consider the complete list of countries and Embassies, where you can submit your visa application: <https://www.auswaertiges-amt.de/en/aussenpolitik/laenderinformationen>

## **Required Documents**

For all visa types, unless otherwise stipulated by legislation or international treaties of Germany, the following documents are to be submitted:

- 1) Passport that should meet the following requirements:
  - be valid for at least three months after the stated date of departure from Germany
  - have at least two blank visa designated pages
  - have validity period of no longer than 10 years
  - have the signature of the passport holder
- 2) Valid flight reservation (no flight booking)
- 3) Completed and signed Visa Application form (you will need Acrobat Reader to view or print these forms). To obtain on the websites of diplomatic missions or Embassies in your country.
- 4) Up to two biometric photos
- 5) Valid health insurance with coverage of at least 30,000 EUR or equivalent in other currency and Repatriation in case of illness. When multi-entry visa is requested, availability of health insurance valid for the first intended visit to Germany shall be considered.
- 6) Proof of the sufficient financial means for the intended period of stay and return to the country of origin, or transit to a third country, or the possibility to legally obtain sufficient financial means on the territory of Germany.
- 7) Payment of consular fee, unless otherwise stipulated by legislation or international treaties of Germany.
- 8) Documents related to the purpose of entry must be submitted for visas. Upon request, the Franco-German Youth Office can issue you an official invitation letter for this purpose. Please contact: [OFAJ-DFJW-YouthForPeace@labconcepts.de](mailto:OFAJ-DFJW-YouthForPeace@labconcepts.de)