



## NATIONAL VISA

### Jobseekers Visa (MAXIMUM 6 MONTHS)

[www.make-it-in-germany.com/en](http://www.make-it-in-germany.com/en)

- I. DOCUMENTS TO BE SUBMITTED (OF EACH 1 ORIGINAL AND 2SETS OF COPIES in the specific order outlined in this checklist. The checklist is part of the application and must also be presented duly filled and signed with each set of documents)

		<b>Submitted</b>
1	<b>Application form ‘Resident Permit/Long Term Visa’– available online <a href="http://www.doha.diplo.de">www.doha.diplo.de</a> free of charge</b> <ul style="list-style-type: none"> <li>Fully completed in English or German and personally signed and dated by applicant</li> </ul>	
2	<b>National visa instruction forms – available online <a href="http://www.doha.diplo.de">www.doha.diplo.de</a> free of charge</b> <ul style="list-style-type: none"> <li>Fully completed in English or German and personally signed and dated by applicant</li> </ul>	
3	<b>Passport</b> <ul style="list-style-type: none"> <li>Validity of a minimum of one year</li> <li>Signed by passport holder</li> <li>Passport not older than 10 years (issued in the last 10 years)</li> <li>A minimum of two blank pages to be used for visas</li> <li>Copy of your valid passport data page</li> </ul>	
4	<b>Resident Permit for Qatar</b> Non-Qatari nationals must present valid residence permit for Qatar	
5	<b>Two recent biometric passport sized photographs (3.5x4,5 cm)</b> <ul style="list-style-type: none"> <li>Must <b>not</b> be older than 6 months with bright background and frontal view of the face</li> <li>Digitally altered passport Photos cannot be accepted</li> <li>Do not glue or staple the photos to the application form</li> </ul>	
6	<b>Curriculum Vitae of professional career</b> <ul style="list-style-type: none"> <li>Specifying the certificates, diplomas etc. you have obtained</li> <li>Please note that all foreign certificates degrees might need to be legalized or affixed with an Apostille by the issuing country/our mission in the issuing country.</li> </ul>	
7	<b>German university degree or recognized foreign degree equivalent to a German degree.</b> Please refer to the ANABIN database: <a href="http://anabin.kmk.org/">http://anabin.kmk.org/</a> or verification of your foreign university degree	
	<b>Letter of motivation</b> Providing information on the planned course of action to secure a job (sector, region) <b>As well as:</b> <ul style="list-style-type: none"> <li>evidence of your preparations to secure a job that can already be provided</li> <li>List of companies to be visited</li> <li>Communication with such companies</li> </ul>	
8	<b>Proof of financial means</b> The visa can be issued for a period of maximum 6 months. You need to prove that you have minimum per month 961 EUR available. You can prove this by submitting <ul style="list-style-type: none"> <li>A Blocked account* at a German bank to the minimum amount of 961,- EURO per month (withdrawal limit, for 6 months 5.766,-€)* or</li> <li>Statement of income/bank account/saving account statement or</li> <li>Formal obligation by a person with residence in Germany signed at the Foreigners Office (Ausländerbehörde) in Germany</li> </ul> <i>*When applying for visa, you can provide evidence that you are able to meet your living costs by opening a blocked bank account. You have free choice of provider. Information on providers that offer this service worldwide is available on <a href="http://www.auswaertiges-amt.de">Federal Foreign Office website</a>.</i>	

**II. REMARKS to be filled out by Embassy staff (please tick, what is relevant):**

- Applicant travels  alone  
 with family member/s  
 with a group as .....(please specify e.g. colleague, escort, sponsor)

Remarks: .....  
.....  
.....

**III. SIGNATURES and AGREEMENT**

a) for Visa Applicant:  
I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE.  
I HAVE BEEN INFORMED THAT INCOMPLETE APPLICATIONS HAVE A HIGHER RISK TO BE REFUSED.

.....  
City and Date (signature of applicant)

b) for Embassy staff:  
APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT

.....  
City and Date (signature of Embassy staff)