



NATIONAL VISA

Employment Visa

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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)

		Submitted
1	Application form ‘Resident Permit/Long Term Visa’– available online www.doha.diplo.de free of charge <ul style="list-style-type: none"> Fully completed in English or German and personally signed and dated by applicant 	
2	National visa instruction forms – available online www.doha.diplo.de free of charge <ul style="list-style-type: none"> Fully completed in English or German and personally signed and dated by applicant 	
3	Passport <ul style="list-style-type: none"> Validity of a minimum of one year Signed by passport holder Passport not older than 10 years (issued in the last 10 years) A minimum of two blank pages to be used for visas 	
4	Two recent biometric passport sized photographs (3.5x4,5 cm) <ul style="list-style-type: none"> Must not be older than 6 months with bright background and frontal view of the face Digitally altered passport Photos cannot be accepted Do not glue or staple the photos to the application form 	
5	Resident Permit for Qatar Non-Qatari nationals must present valid residence permit for Qatar	
6	Curriculum Vitae of professional career <ul style="list-style-type: none"> Specifying the certificates, diplomas etc. you have obtained 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. 	
7	German university degree or recognized foreign degree equivalent to a German degree. Please refer to the ANABIN database: http://anabin.kmk.org/ or verification of your foreign university degree	
8	Proof of Employment Employment agreement dated and signed with a German company, with detailed description of the employment (duration, salary, working time, holiday etc.) as well as description of your future work place. The processing of the application can be accelerated if the future employer has already applied for the prior approval of the Federal Employment Agency and you can present the approval.	

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:

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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

.....
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 Embassy Staff)