



Visa application preparation and checklist
**Employment for Skilled Workers Holding a
University Degree**
Section 18b Residence Act

Name	File No.	Date
Documents (in the original and one set of copies)		Missing
0) Printout of this checklist		<input type="checkbox"/>
1) Application form (<i>completed and signed by you, glued (not stapled) passport photo</i>)		<input type="checkbox"/>
2) Passport copy (<i>copy of your recent passport's first three pages</i>)		<input type="checkbox"/>
3) ID card copy (<i>copy of your recent ID card's frontside and backside</i>)		<input type="checkbox"/>
4) Application declarations (<i>read and signed by you</i>)		<input type="checkbox"/>
5) Printout of your appointment confirmation e-mail		<input type="checkbox"/>
6) Only if applicable: Written explanation for past visa refusals		<input type="checkbox"/>
7) Educational/academic/professional Curriculum Vitae		<input type="checkbox"/>
8) Employer's Declaration form (<i>completed and signed by your employer</i>)		<input type="checkbox"/>
9) Employment contract (<i>signed by you and your employer, joining date must be up to date</i>)		<input type="checkbox"/>
10) Detailed job description by your employer (e.g. job offer)		<input type="checkbox"/>
11) Only if applicable (NOT mandatory): Pre-approval		
<input type="checkbox"/> by the Foreigners Authority (Section 81a Residence Act)		<input type="checkbox"/>
<input type="checkbox"/> by the Federal Employment Agency (Section 36 Employment Ordinance)		
12) University degrees including final transcripts of record (<i>BOTH attested by the HEC</i>)		<input type="checkbox"/>
13) Proof of your university degrees' recognition		
<input type="checkbox"/> two anabin database printouts (concerning degree and awarding university)		<input type="checkbox"/>
<input type="checkbox"/> Statement of Comparability by the German Central Office for Foreign Education		
14) Only if applicable: Practice license by the competent German authority		<input type="checkbox"/>
15) Travel health insurance confirmation (<i>valid from intended travel date until begin of your regular German statutory/private health insurance</i>)		<input type="checkbox"/>
16) Others:		<input type="checkbox"/>

Visa Fee in the amount of 75 EUR, to be paid in PKR

Completeness of application

My application is ...

- complete.
 incomplete.

The documents indicated above are lacking and will be submitted to the e-mail address visainfo@isla.auswaertiges-amt.de mentioning my file number in the e-mail's subject line.



Scan here to submit
your missing documents

Date, signature