



Information sheet: National Visa

Workers with an academic qualification § 18 I Residence Act

Basic Information

- All documents must be submitted **twice**, sorted into two different sets in the order as mentioned below
- Certificates, diplomas, etc. must be presented in the original and attested by the HEC. Your original documents will be returned to you once your application has been processed.
- The visa must, where applicable, be approved by the Federal Employment Agency and the competent foreigners authority. The visa can only be issued when these approvals have been received.
- **Processing time is as a rule ca. 3 months**, but can take longer in individual cases.
- Flight reservations are not required to apply for a visa – please only book when you have received your visa.
- The German Embassy Islamabad reserves the right to request further documents.
- Missing documentation delays the procedure and can result in your application being rejected.
- **Please do not contact the Embassy to check the status of your application during the normal processing period.** Such inquiries are extremely time-consuming for the visa section and can thus not be answered.

General Information on skilled workers

As a skilled worker with an academic qualification recognised in Germany, you can be issued with a residence permit to engage in skilled employment that your qualification enables you to perform.

You can find out more about living and working in Germany at www.make-it-in-germany.com

Use the following checklist to make sure your application documents are complete. All documents listed here are to be submitted in **two identical sets** in the requested form and order. **The documents needs to be submitted in A4, complete and not stapled.**



Visa application checklist – Skilled Workers

The following documents are to be submitted in full with every set of documents

		Missing:
1	Application Form , including recent (2 weeks) biometric passport pictures	
2	Declaration of employment , completed and signed by your employer.	
3	Work Contract, signed by the applicant and the employer	
4	Detailed job description, provided by your employer (e.g. job offer)	
5	If applicable: Pre-Approval by the Federal Office of Employment	
6	Your Curriculum Vitae	
7	University diploma and academic transcript, both attested by HEC.	
8	<p>Proof of recognition of the qualification:</p> <p>-Printouts from the anabin database on the qualification <u>and</u> on the institution or (if the qualification is not listed or not assessed as comparable</p> <p>-Statement of Comparability by the Central Office for Foreign Education (ZAB) or (in the case of regulated professions, for example, doctors, engineers...)</p> <p>-> Permission to exercise a profession issued by the authority responsible for recognising qualifications</p> <p>More information on recognition: www.anererkennung-in-deutschland.de</p>	
9	From the age of 45: Proof of adequate provision for old age (only if salary does not amount to at least 55% of the annual contribution assessment ceiling for the general pension insurance scheme – 2023: 48.180 € gross/per annum)	
10	Passport copies: Copies of Page 1 and 2 of all your passports starting with the most recent one you want to travel on.	
11	ID card copy	
12	Travel Health Insurance	
13	If applicable: Information about any previous visa refusals. If you have been refused a visa, please supply us with a written explanation and the refusal letter	
14	Applicants Declaration	
15	Declaration as per § 54 (2) S. 8 in combination with § 53 Residence Act	
16	Printout of the appointment confirmation e-mail; including the provided booking code (e.g. "isla_9729717")	
Fee		
	Visa fee of 75,- €. Payable in PKR.	