Information for national visa application: Employment with relevant professional experience

Botschaft der Bundesrepublik Deutschland Dublin

Please provide **one set of copies plus original documents**. Please prepare your application carefully and organise all documents according to this list in the given order. Please DO NOT staple any documents.

□	VIDEX application form, fully completed including declaration Section 54 (2) 8 Residence Act, duly signed
□	**Valid passport (original)** • Signed by the holder • with at least two consecutive blank pages • valid for at least 6 months • issued within the last 10 years
□	**1 copy of the passport,** including all pages with entries
□	**Irish visa or residence permit (IRP)** + 1 copy
□	**1** biometric **passport photo,** 35 x 45 mm, not older than six months with a bright background and frontal view of the face. Digitally altered passport pictures will not be accepted.
□	**Detailed CV** (up to date, in German or English, should include the city, province or territory of the employer or educational institution)
□	**Motivation letter**
□	**Employment contract** or letter of intent from future employer
□	**Detailed job description**
□	**Employer's declaration** (Erklärung zum Beschäftigungsverhältnis)
□	**Relevant professional experience** of at least three years at an academic level has to be proven: e.g. work references, proof of relevant training and appropriate examinations based on certificates and confirmation from the previous employer(s) (copy)
□	**German language skills** (B1 level). This can be waived if the employer credibly assures that another language is usually used in the company and the employee has sufficient language skills for this.
□	**Proof of accommodation** in Germany with **full address** (e.g., rental contract, hotel reservation) OR **invitation letter** in case of private accommodation with **name**, **full address** and their **passport copy**
□	Proof of **health insurance cover** – may be submitted later on, after the visa application has been approved

Please note that the German Embassy Dublin reserves the right to ask for additional documents at any time during processing. Submission of the above-mentioned documents does not guarantee that a visa is granted.