

## The list of documents required for a visa for scientists receiving grants from state funds and traveling at the invitation of a university or other state research institution

It is strongly recommended to provide a complete set of documents in accordance with the list of requirements below in order to avoid delays in visa processing.

The decision to issue a visa is the responsibility of the (competent) German diplomatic or consular mission in Russia. Please note: The Diplomatic mission has the right to request additional or missing documents, which may increase the time for consideration of your application.

Applicants must have with them the originals of all necessary documents and their copies.

All documents must be up-to-date and presented to each application.

**Important note:** the issuance of visas with a long validity period (multi-year visas) and multiple entry has been discontinued.

When applying for persons under the age of 18, please read the "**Minors**" section on the VisaMetric website.

- **1. [Printed completed visa application form \(original\)](#)**

All pages of the online application must be printed out. Please sign the form in the designated areas.

- **2. Consent to the processing of personal data**

The document must be printed, signed and submitted together with the visa application and additional documents.

- **3. Foreign passport (original and copy), which must meet the following criteria:**

- the date of issue must not be older than 10 years;
- the document must be signed;
- it must have at least 2 blank pages for a visa;
- the document must be valid for at least 90 days after the expected return date.

In addition, if fingerprints were previously submitted when applying for a Schengen visa, you must attach a copy of this visa. If you have a cancelled or other valid passport, you must submit its original and attach copies of the pages with personal data and Schengen visas to the application.

- **4. Biometric photo**

2 actual color photos taken during the last 6 months, on a white or light background, 35 mm x 45 mm in size, the face is located in the center of the frame.

- **5. Health insurance**

Travel medical insurance with the name of the applicant must:

- be issued in the EU;
- be valid for the entire territory of the Schengen area and during the intended period of stay;
- cover emergency medical care and repatriation, including the risk of death;
- have coverage of at least 30,000 euros.

**Travel medical insurance issued in Russia is not accepted.**

- **6. Internal passport (original and copy)**

The following copies of the internal passport must be provided: all pages with personal data and marks, as well as pages 14-19.

**When applying in the Kaliningrad Consular District**, applicants must provide proof of residence in the Kaliningrad Region for at least 3 months.

- **7. An invitation or an employment contract with a German state university, scientific or research institution with confirmation of the financing of the stay and trip**
- **8. If necessary, confirmation of the relation to the Russian university.**
- **9. For accompanying spouses/children, you must provide: marriage/birth certificate (original and copy).**