

Visa for studying at school or school exchange

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.

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

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

One application for the issuance of a national visa filled out in German and signed with his own hand, including explanations in accordance with sections 53, 54 of the Law on Stay in the Territory of the Federal Republic of Germany.

For minors, the visa application is signed by both parents or a legal representative-guardian. The signatures of both parents must be decrypted. If a person with parental/guardianship rights cannot sign the application form, including explanations in accordance with §§ 53, 54 of the Law on Stay in the Territory of the Federal Republic of Germany, he may in writing, in a simple form, declare his consent to obtain a national visa. In this case, it is necessary to attach an additional 1 copy of the page with the personal data of a foreign or civil passport certifying the identity of the person providing consent.

- **Contact form for the Consulate**

(see the "Forms" section)

- **2 up-to-date biometric passport-format photos taken no earlier than 6 months ago at the time of application submission, on a white background, 45x35 mm in size**

Please attach one photo to application (despite the "do not attach" indication on the application) and bring a second photo with you.

- **Passport with 1 copy of the page with personal data.**

The passport must be signed and contain at least 3 free pages. Must be valid for at least 9 months from the start date of the trip.

- **A general passport with 1 copy of the page with personal data and 1 copy of all pages with the information entered.**

For citizens who do not own Russian citizenship – a temporary residence permit / residence permit in Russia with 1 copy.

- **The applicant's birth certificate with an apostille** and with a certified translation into German and with 1 copy.

- **An up-to-date certificate of schooling and the most up-to-date report card with a certified translation into German** and with 1 copy.

- **Confirmation of knowledge of the language in which the training will be held** (if the document is in Russian, then a certified translation into German is required) with 1 copy:

- If a language course is scheduled to be attended before the start of school: confirmation of an appointment to attend a preparatory school, an intensive language course at one of the German language schools, indicating the location of the courses, the duration of the courses, the required level of language proficiency at the start of the courses and the level of language proficiency that will be achieved at the end of the courses, as well as confirmation of payment for courses – with 1 copy.
- Knowledge of the German language can be confirmed, for example, by recognized certificates (Goethe-Institut, Telc, ÖSD), TestDaF, DSH, ECL of the examination center, Deutsches Sprachdiplom KMK. Knowledge of the English language can be confirmed by a sufficient number of points on the results of the IELTS or TOEFL exams. In the case of a school exchange, it is sufficient to provide confirmation from a German or Russian school regarding the required language knowledge.

In the case of school exchanges, confirmation from a German or Russian school of a sufficient level of knowledge of a foreign language may be applicable.

- **A medical insurance policy issued in the EU**, with 1 copy. Medical insurance can be provided upon receipt of a visa. Since in the case of a stay of more than 90 days, the medical insurance policy for travelers may exclude the insurance coverage of certain insurance conditions, we recommend that you conclude medical insurance for foreign citizens entering the country (the so-called "Incoming-Versicherung"). Only medical insurance issued in the EU countries are accepted for consideration.
- **For applicants under the age of 18:**
 - **Notarized consent of persons** with parental (guardianship) rights to travel abroad unaccompanied and for a long stay of the child on the territory of the Federal Republic of Germany with a certified translation into German and with 1 copy.
- **School exchange through the mediation** of the organization for conducting school exchanges:
 - Confirmation of the organization's participation in the school exchange in Germany with 1 copy.
- **School exchange without the mediation** of a school exchange organization:
 - Confirmation of the host school in Germany on the exchange of students, indicating the intergovernmental agreement between the German-Russian partner schools with 1 copy.
- **Invitation of the host family or boarding school with a guarantee of life support and accommodation** with 1 copy.

With long-term regular schooling, it is necessary to pay attention to the following:

The granting of a residence permit for the purpose of attending school is provided not earlier than from the 9th grade, and only if:

- public school or a school recognized by state authorities with an international orientation, or a school that does not attract public funds at all or does not primarily attract public funds, and which prepares students for graduation in accordance with international standards, standards of other countries or standards recognized by state bodies, **and**
- a school at the end of which students receive a certificate of secondary full general education, giving the right to enter a university (Hochschulreife), or a similar document, **and**
- students live in a boarding school owned by the school (exceptions are possible only if there is no boarding school in the school), **and**
- the school or another person residing in Germany provides an official (!) statement of commitment/surety (behördliche Verpflichtungserklärung) in respect of the applicant in accordance with § 66-68 of the Law on Residence in the Territory of the Federal Republic of Germany.

In case of long-term regular schooling, you must additionally provide the following documents:

- confirmation of admission to a school in Germany with data on the international orientation of its activities with 1 copy,
- a contract (Schulvertrag) concluded between a person with parental rights and the host school, with 1 copy,
- confirmation of admission to a boarding school belonging to the school with a guarantee of life support and accommodation, or that there is no boarding school at the school (in this case, another proof of life support and accommodation should be provided), with 1 copy,
- confirmation from the school about the payment of the first year of study with 1 copy,
- an official (!) statement of commitment (surety) in accordance with §66-68 of the Law on Stay in the Territory of the Federal Republic of Germany with 1 copy. The application must be issued no earlier than 6 months ago at the time of filing the documents, it must indicate the purpose of the stay - "schooling" (Schulbesuch) and confirm the solvency of the person undertaking this obligation. This document is issued by the offices for Foreigners in Germany, A statement of commitment may be made on behalf of the host school or another person residing in Germany. The fulfillment of this condition does not replace (!) the provision of financing documents.

Important information:

- In individual cases, when submitting documents or during the processing of a visa application, additional documents not listed in the list may be required.
- All documents drawn up in a language other than German must be provided with a translation into German. Translations made by a translator in the Russian Federation must be notarized. For translations made by a sworn translator in Germany, notarization is not required.

- Translation of general and foreign passports, as well as medical insurance into German is **not** required.
- Documents issued by the Registry Office or the court must have an apostille. This rule does not apply to German documents and, as a rule, documents from other EU countries. Please note that the apostille must be on the original document (and not on the copy). If there is an apostille, it must also be translated.
- All original documents and their translations must be provided with 1 copy. Notarization of copies of documents is **not** required.
- Pay attention to the completeness of the submitted documents! An incomplete set of documents may cause a refusal to issue a national visa.

Checklist

This checklist is used exclusively for self-control and preparation of documents for submission.

Please distribute all the documents attached to the application in the following order.

The set must contain all originals (civil status documents, diplomas, passports, etc.) and copies of all documents in the following order. These originals will be returned to you immediately after their verification at the time of submission of documents.

- 1 photo;
- a statement with a photo pasted on;
- health insurance issued in the EU;
- birth certificate;
- confirmation of the school exchange and the contract with the school;
- confirmation from the inviting family or boarding school,
- up-to-date certificate of study and a document on academic performance;
- official guarantee (if present);
- confirmation of payment for training (if present);
- confirmation of language knowledge;
- language certificate (if present);
- register for an intensive language course (if present);
- for persons under 18 years of age:
 - notarized parental consent,
- civil passport + a copy of the page with personal data + copies of the pages with the information entered (if present);
- a foreign passport + a copy of the page with personal data +, if necessary, a copy of a temporary residence permit or a residence permit in the Russian Federation.

This memo is updated if necessary and does not claim to be complete.