
Residence Permit

Contact

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Trip to Neighboring Countries

A trip to the EU's neighboring countries that are signatories to the Schengen agreement is only possible if you are in possession of a valid residence permit for Germany!

Non-EU and Non-EFTA Nationals

You have entered Germany with a visa which entitles you to apply for a residence permit for the purpose of university studies, pre-study programs (such as German Language Course) or research. The RWTH Branch Office of the Foreigners' Registration Office of the City Region is the main contact for international RWTH students and academics residing in communities within the City Region (StädteRegion Aachen). Here you can apply for your first long-term residence permit as well as for the next needed extensions. Contact data and information can be found at the website of the Städtereion Aachen at: "Ausländeramt" > "Aufenthaltsangelegenheiten" > "Ausländische Studierende / Wissenschaftler RWTH / FH".

Citizens of Australia, Israel, Japan, Canada, New Zealand, South Korea and the United States of America do not require a visa to come to Germany. But they will also have to register for a residence permit with the Foreigners' Registration Office after the registration of their current address in Germany.

The first formality you have to be dealing with upon arrival is registering your address with the Citizens' Services Office.

Your personal data will then be transferred within a few days after registration to the Foreigners' Registration Office.

Please Note

Since 1 September 2011 an electronic residence permit ("eAT") is being issued.

- [Further information](#)

Applying for the Residence Permit

The adequate time to apply for a Residence Permit

The visa is generally valid for a few weeks when you enter Germany so that you have enough time to apply for the residence permit. You must however apply in due time: dealing with the application procedure one month before the expiry date is strongly recommended by the Foreigners' Registration Office.

You should apply for the residence permit some days after having registered your address only if it is absolutely necessary.

Longer waiting times before the winter semester

Please note, that from the end of August to the beginning of November a great number of international students come to Aachen which results in long queues and waiting times at the Citizens' Services Office as well as at the Foreigners' Registration Office. The visa is generally valid for a few weeks when you enter Germany.

Application procedure

Non-EU nationals obtain the application form for their residence permit at the Foreigners' Registration Office. Please fill in this form and submit it to the person in charge at the Foreigners' Registration Office .

- your passport in combination with your entry visa or at a later time your valid residence permit, if you wish to extend this one
- a current passport photo according to the regulations of the Bundesdruckerei, see sample photos
- proof that you are enrolled as a student at university, i.e. RWTH BlueCard plus study certificate stating study program and number of semesters. This certificate can be printed from Campus Office (under Studierendensekretariat > Bescheinigung)
or
a proof issued by your academic supervisor in case of research
- documents proving that you have sufficient financial resources (i.e. at least € 659 per month): these are generally the documents you have provided when applying for a visa
- proof that you have taken out health insurance.

Fees

For the residence permit you will have to pay following fees (valid from September 2011): 110 € for the first issuing of the residence permit and 80 € for every extension. Please note that scholarship holders supported by German funding institutions do not have to pay these fees.

Validity of the residence permit

The residence permit for non-EU-nationals is strictly bound to the exact purpose of stay given when applying for an entry visa (e.g. purpose of studying) and **always restricted by time**. If appropriate to the purpose of your stay in Germany, the first residence permit can be issued for up to two years provided that you present proof of sufficient funding in Germany during this time.

Extension of the Residence Permit

It is essential that you always have a valid Residence Permit during your stay in Germany. As a rule this permit can be extended as long as your purpose of stay is still valid.

Issuing the electronic title takes several weeks, it is the reason why **applying for extension 6 or 8 weeks before expiry date is strongly recommended** by the Foreigners' Registration Office.

You will find further information under Extending your Residence Permit.

EU and EFTA Nationals

(EFTA Member States are: Iceland, Liechtenstein, Norway, Switzerland)

If you are a student belonging to this group you will not have to apply for a residence permit, but for a so-called Freizügigkeitsbescheinigung - a Mobility Certificate - when registering with the Citizens' Services Office

(Bürgerservice) . For this purpose you have to submit the following documents:

- valid passport / national identity card
- one biometric passport photo according to the regulations of the Bundesdruckerei
- students: proof of enrolment, i.e. RWTH Blue Card plus study certificate stating study program and number of semesters (this certificate can be printed from Campus Office (under Studierendensekretariat > Bescheinigung)
- PhD and researchers: invitation letter by your host institute and/or contract of employment
- proof, that your subsistence of at least 659€ per month is guaranteed (e.g. grant/scholarship/ parental support, etc.)
- proof of health insurance.

Your papers will be submitted the Foreigners' Registration Office (Ausländeramt) which will issue the Mobility Certificate and send it to you within four weeks time. The Certificate is not restricted by time.

If you cannot apply for the "Freizügigkeitsbescheinigung" while registering your address with the Citizens' Services Office because of missing documents, you will have to do it at the Branch Office of the Foreigners' Registration Office at RWTH, presenting the above mentioned documents.

Downloads

- [Info \(pdf: 33 kb\)](#)