

Information

Residence permit

EU Nationals and Nationals from Iceland, Liechtenstein and Norway

Starting from 29.01.2013, the certification of freedom of movement is no longer required for the EU citizens and citizens from Iceland, Liechtenstein and Norway

In the past years, the so-called freedom of movement certificate (Freizügigkeitsbescheinigung) replaced the former residence permit for the EU citizens and the citizens of Iceland, Liechtenstein and Norway. It presented their proof of residence. It is sufficient now to possess a valid passport or identity card and the certificate of registration issued by the **Citizens' Service Office**.

Non-EU Nationals

Applying for Residence Permit

You are not a national of a member state of the EU, Iceland, Liechtenstein or Norway and you have entered Germany with a visa which entitles you to stay in Germany for the purpose of university studies, pre-study programs (such as "Deutschkurs") or research. This visa will have to be changed **in good time** into a residence permit at the Immigration Office (Ausländeramt). Please note that most entry visas are national visas and do not include the Schengen areas!

For residents of communities within the City Region ("StädteRegion") Aachen the RWTH Branch of the Immigration Office of the City Region is the main contact for all international RWTH students and academics:

Branch Office RWTH Aachen

Templergraben 57, Gebäude SuperC

Room 421, 422

Phone: 0241/80-90820, -90821, -90822

Email: info.auslaendische.studenten@staedtereion-aachen.de

Office hours:

Mon, Tue: 8.00 am - 12.15 pm

Wed: 8.00 am -12.15 pm, 2.00 pm - 4:45 pm

Fri: 8:00 am - 12:00 pm.

Please note that your personal data are transferred to the Immigration Office only after registration of your address in Aachen with the Citizens' Services Office (Bürgerservice). This means that you can apply for your residence permit at earliest 2 days after registration of address. You should apply **in good time** before expiry of your entry visa: dealing with the application procedure **around 4 weeks before the expiry date is strongly recommended**.

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 during this time in Germany.

The application form is available at the Immigration Office.

The following documents have to accompany your application:

- your passport in combination with your entry visa; at a later time (i.e. when extending your residence permit): your valid residence permit
- a current biometric passport photo
- proof that you are enrolled as a student at university, i.e. BlueCard plus study certificate stating study program and number of semesters. This certificate can be printed from Campus

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Office (<https://www.campus.rwth-aachen.de/office/default.asp?sec=session>)
under Studierendensekretariat > Bescheinigung)

- PhD students and researchers: invitation of your host institute, an RWTH contract of employment or an official statement by the Human Resources Department at RWTH Aachen University confirming that an RWTH institute or department wishes to employ you
- 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.

Citizens of Australia, Israel, Japan, Canada, New Zealand, South Korea, Switzerland 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 Immigration Office after the registration of their current address in Germany. The nationals of Switzerland get a residence card (Aufenthaltskarte) issued by the Immigration Office as well.

Extension of the Residence Permit

It is essential that you are in possession of a valid residence permit during your stay in Germany. Since 1 September 2011 the residence permit has been issued as a document with electronic features. Issuing this electronic title takes several weeks. That is why it is strongly recommended to **apply for extension around 4 weeks before expiry date.**

As a rule this permit can be extended as long as your purpose of stay is still valid. Please note, however, that according to legal regulations you will have to go through study program within a limited duration. Therefore students may have to provide a study history certificate (Studienverlaufsbescheinigung) after having reached the nominal duration of their course. PhD students have to provide a letter from their professor instead.

Information on the study history certificate is available at:

Info-Service Center of the International Office , Templergraben 57, SuperC, room 329
Mon, Tue, Thu, Fri 9:30 - 12:30, Wed : 9:30 - 4:00, phone: +49 (0)241 80 90-660, -661
http://www.international.rwth-aachen.de/global/show_document.asp?id=aaaaaaaaabrixo

If you have further questions concerning the extension of your residence permit, please contact:

Ms. Madeleine Grenier/International Office, Templergraben 57, SuperC, room 527
Tel.: 0241/80-90678, Email: madeleine.grenier@zhv.rwth-aachen.de

Fees valid since 1 September 2011:

You have to pay a fee while applying for the residence permit. **The fee for the first issuing of the residence permit is 110 €. The fee for every extension is 80 €.**

General Information about Electronical Residence Permit (eAT):

<http://www.bamf.de/EN/Willkommen/Aufenthalt/eAufenthaltstitel/e-aufenthaltstitel.html?nn=2529646>