How to apply for a residence permit in Düsseldorf

This guide is _relevant_ for you if you

- come from a **non-EU country**
- **live in Düsseldorf**
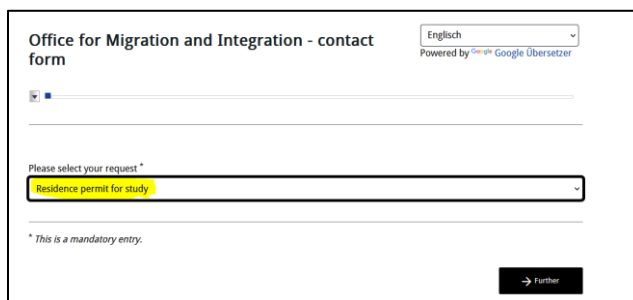- and **your visa ends _before_ your return to your home country.**

STEP 1

Open the **contact form** of the authority for foreigners in Düsseldorf.

Hint: You can change the language by clicking on the top right button "Sprache auswählen".

STEP 2

Select **"Residence permit for study"** as reason of your request.
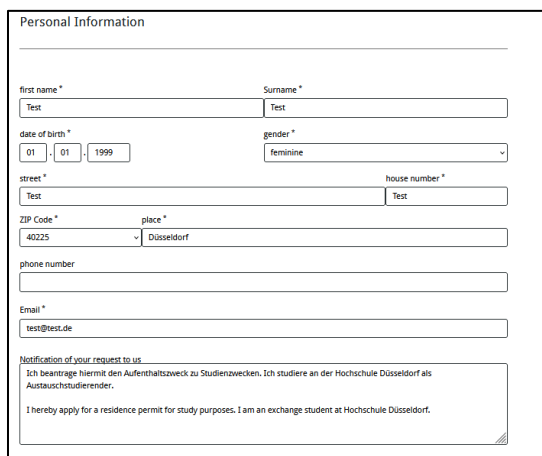

STEP 3

Fill in your personal details (first name, surname, date of birth, address, etc.).

At the part "notification of your request to us" you should write:

Ich bin Austauschstudierender an der Hochschule Düsseldorf und beantrage hiermit einen Aufenthaltstitel zu Studienzwecken.

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STEP 4

Upload the requested documents:

- Valid national passport
- A recent photo ("biometric photo")
- Certificate of enrolment of HSD (I*mmatrikulationsbescheinigung*) – you received this document together with your student ID!
- Proof of financial means
- Proof of health insurance
- Confirmation of registration with the city (*Meldebestätigung*)

Once you get an appointment at the authority for foreigners, you will need to submit these documents together with the completed form "Application for Residence Permit".

Residence permit for study

Copies of required documents

- Form "Application for a residence permit" (completed)
- valid national passport
- 1 x current biometric passport photo
- certificate of enrollment
- Proof of securing the livelihood (e.g. blocked account for €10,236, declaration of commitment, etc.)
- proof of health insurance
- Rental agreement/proof of accommodation

Proof of securing your livelihood

Please enclose proof that you have secured your means of subsistence!

Datei auswählen | Keine Datei ausgewählt | Maximum size 5MB

Please enclose further proof of securing your livelihood!

Datei auswählen | Keine Datei ausgewählt | Maximum size 5MB

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proof of health insurance

Please enclose proof of health insurance!

Datei auswählen | Keine Datei ausgewählt | Maximum size 5MB

Rental agreement/proof of accommodation

Please enclose the rental agreement/proof of accommodation!

Datei auswählen | Keine Datei ausgewählt | Maximum size 5MB

Below you have the option of uploading documents so that your request can be processed more quickly.

Valid national passport

Please attach the attachment!

Datei auswählen | Keine Datei ausgewählt | Maximum size 5MB

certificate of enrollment

Please enclose the certificate of enrollment!

Datei auswählen | Keine Datei ausgewählt | Maximum size 5MB

Important to know:

What is a correct passport photo?
Musterfoto

45 mm / 35 mm

More information can be found here.

passport photo

DANGER! The passport photo must comply with the biometric standard, otherwise the processing time will be delayed.

Datei auswählen | Kein...wählt | Maximum size 5MB

STEP 5

Submit the contact form by clicking on the button **"submit"**.

Caution: The form is NOT successfully submitted if you only click on "preview", "print" or "save on computer".

STEP 6

After clicking on "submit", please check if you submitted the successfully.

You should have the option to **save a PDF-file with a confirmation about submission of the contact form**. Please download and save it!

On the second page of your confirmation should be written *Einreichungsbestätigung* with a transaction key (*Vorgangsnummer*):

Caution: If the *Einreichungsbestätigung* is missing on your document you have <u>not</u> submitted the contact form successfully!