

Welcome Guide



Information for preparing your stay in Berlin



Contents

Important documents for traveling.....	3
Getting your visa	3
Required Documents.....	3
Health Insurance	4
Other insurances	4
Proof of Financial Resources	4
Accommodation	4
Registration	5
Further Resources	5

Important documents for traveling

- Passports or equivalent identity documents for yourself and any family members coming with you. Please note that these documents should be valid for your entire stay in Germany.
 - Entry visa(s) for yourself and any family members coming with you.
 - Proof of admission/ acceptance by your department/ Letter of invitation from the university or institute. This may also be your supervisor's letter of acceptance of your research project.
 - Several (biometric) passport photos
 - Certified copies of your M.A. degree certificate (in German or English). For enrolment at the university, you will need to present certified copies of your high school graduation certificate and other university degree certificates, in German or English.
 - Birth certificate(s) and certified translations in German or English for yourself and any family members coming with you.
 - Proof of health insurance coverage in Germany.
 - International vaccination certificate and certified translations in German or English.
 - If applicable: Marriage certificate and certified translations in German or English.
- ➔ Before leaving, get certified German or English translations and legalised copies of your certificates (birth, marriage, vaccination, and university degree).

Getting your visa

You will generally need a visa, which you must apply for before coming to Germany. You can apply for the visa at the German diplomatic mission in your home country. There are exceptions for specific countries, depending on the duration and purpose of your stay.

This website offers useful information: <https://www.study-in-germany.de/en/plan-your-studies/requirements/visa/>

International students from the European Union, the European Economic Area or Switzerland do not require a visa. However, upon your arrival in Germany, you are required to [register with the local residents' registration office](#).

Required Documents

The German diplomatic mission in your home country will tell you what additional documents are required for a visa application. You will usually need the following:

- valid passport
- Certificate confirming [health insurance coverage](#)
- [Proof of financial resources](#)
- Certificates of past academic work and achievements
- Certificate of [German language proficiency](#)
- For a prospective student visa: [university entrance qualification](#) recognised in Germany
- For a student visa: from your German university (or a statement from the university confirming that you have a good chance of being admitted).

- perhaps a health certificate

Health Insurance

Anyone who wants to enrol at a German university must have health insurance. Depending on the country you come from, your health insurance may also be valid in Germany. More information can be found here: <https://www.study-in-germany.de/en/plan-your-studies/requirements/health-insurance/>

If your health insurance policy from your home country is not recognised in Germany, you will have to sign up for coverage in Germany. A public health insurance policy costs about 110 Euros a month until you reach the age of 30 (or have completed your 14th subject-related semester at university). After that, the monthly premium jumps to 190 Euros or more per month.

Check out these options:

- [TK](#)
- [Barmer](#)

Other insurances

It is also advisable to purchase private liability insurance (Haftpflichtversicherung) when living in Germany.

Proof of Financial Resources

Before you begin your studies, you will have to prove that you have enough money to support yourself. The document you need is called a “[Finanzierungsnachweis](#)”, or proof of financial resources. In most cases, applicants must prove that they have around 11.208 EUR at their disposal for one year.

Accommodation

Most students only get a room or small flat when they are already in Germany. That means that often you can only make your final decision about where to live once you’ve arrived in the country. But you can prepare for your search by doing research on the internet before you depart your home country and, if possible, arrange appointments to look at potential places. Before leaving for Germany, you should already be looking online for places to rent – and organise somewhere to sleep for your first few nights in the country. Beware of scams though: It is not common to pay rent before arriving or seeing the flat.

In Berlin it can be very hard to find an apartment and housing is becoming increasingly more expensive. New rental contracts often cost more than 1000€/month for a one-bedroom in popular areas. However, the market can move very quickly and if you are responsive, proactive and available for viewings you can find something in a short time. Especially rooms in shared flats are more affordable and usually only posted 1-2 weeks ahead of the move-in date.

Check out these online portals:

<https://www.wg-gesucht.de/en/>

<https://www.stw.berlin/en/housing/> (student housing)

<http://www.immobilienscout24.de> (for renting a whole apartment)

There are also many groups on Facebook, like this one: <https://www.facebook.com/groups/easy.wg>

Registration

As soon as you have found accommodation in Germany, you have to register with the local residents' registration office. This is very important and you will need the document for your visa and many other things. You should register within one or two weeks, if possible. In Berlin the appointments at the local offices in popular areas are usually full for months ahead. Search for appointments Berlin-wide via this [link](#). Sometimes appointments are available on short notice. Keep refreshing the page, especially in the evening or early morning.

Further Resources

<https://www.study-in-germany.de/en/>

<https://www.studying-in-germany.org/living-in-germany/>

<https://www.fu-berlin.de/en/sites/drs/international/Aufenthalt-organisieren/index.html>

<https://www.jfki.fu-berlin.de/en/graduateschool/application/livingandstudyinginberlin/index.html>

https://www.lai.fu-berlin.de/internationales/PDFs/Docs-fuer-News/Flyer-Wickelfalz_A4_CMYK-Ausdruck_Nexus_5_1.pdf

https://www.bgsmcs.fu-berlin.de/FAQ/new_students/checkliste_arriving.pdf