



Stand: 27.11.2020

## National Visa for qualified Employment With academic qualification

### 1. General Information

Please note that your visa application must be made in person and will be accepted only if all required documents are submitted according to our regulations.

Appointments can be booked online (free of charge) here  
[www.tallinn.diplo.de/Terminvergabe](http://www.tallinn.diplo.de/Terminvergabe)

Each submitted document in original has to be accompanied by two copies, sorted in two sets. **Documents in foreign languages have to be provided with a certified translation into German.**

General information on labor immigration for academics is available on [www.make-it-in-germany.com](http://www.make-it-in-germany.com)

### 2. Fees

The fee for processing the visa application is € 75,00. This amount has to be paid in cash. This is a processing fee. Thus, a refund in case of withdrawal of the application or up-on denial is not possible.

### 3. Process

Processing visa usually takes some weeks. As soon as a decision has been made, the applicant is immediately contacted by the embassy. In order to avoid unnecessary delays, applicants are kindly asked not to make any enquiries about the current status of their application.

#### **4. Required documents**

Please sort the documents according to the following order:

- 2 application forms (and declaration in accordance with section 54 (2) No. 8 i.V.m. § 53 of the Residence Act) <https://tallinn.diplo.de/>
- your national passport (validity of which has to exceed your stay by at least six months; issued not earlier than 10 years ago) (original + 2 copies of all pages with records)
- Estonian residence permit, held for at least 3 month at the time of application (original + two copies)
- Two recent passport photographs (45X35mm)
- Additional form for Employment “Erklärung zum Beschäftigungsverhältnis”, plus one copy - only in German. To be filled out by the employer - (<https://www.make-it-in-germany.com/de/unternehmen/gezielt-rekrutieren/einreise-beschaeftigung-regeln/arbeitsmarktzugang/>)
- Curriculum vitae of professional career, specifying the certificates, diplomas, etc. you have obtained (original + one copy)
- The comparability of your foreign university degree is a basic requirement for the application of a visa. If your university degree is comparable with a German university degree can be checked in the following databank: <http://anabin.kmk.org>. Please review the separate information sheet for “information on recognition of a foreign university degree”. Please note that a „Zeugnisanerkennungsverfahren“ might be necessary in individual cases.
- Employment agreement with a German company, with detailed description of the employment (duration, salary, working time, holiday etc.) as well as description of your future work place.
- Excerpt from the commercial register of the company based in Germany (2 copies)
- If available, the pre-approval of the Federal Employment Agency, which your employer applied for (Vorabzustimmung) (2 copies)
- Proof of Health insurance; minimum coverage 30.000,00 Euro (2 copies)

- If you are older than 45 years of age, a minimum salary of 45.540,00 Euro brutto, respectively a proof of adequate retirement arrangement has to be proven.

Please ensure that your application documents are complete. **Incomplete and unsorted applications may result in rejection of the visa application.**

**In individual cases provision of additional documents may be necessary.**

This fact sheet is regularly updated but makes no claim to be complete.