



Information sheet: national visa

Work visa in the case of partial recognition of vocational training (Section 16d Residence Act)

Basic information

- For general information on the visa process and the required forms and appointment booking please visit www.maskat.diplo.de/visa
- Documents not in the German or English language must be submitted with a certified German translation. A translation of the personal data page of the passport is, however, not required. (For documents issued in Yemen: Please note that after the closure of the German Embassy in Sanaa, Yemeni documents can currently not be legalized by any German Embassy or Consulate).
- Certificates, diplomas, etc. must be presented in the original with apostille/legalization. Your original documents will be returned to you once your application has been processed.
- The visa must be approved by the Federal Employment Agency in Germany or the competent foreigners authority. The visa can only be issued when this approval has been received.
- **Processing time is as a rule approx. 4 weeks** but can take longer in individual cases.
- Flight reservations are not required to apply for a visa – please only book when you have received your visa.
- The Embassy reserves the right to request further documents.
- Missing documentation delays the procedure and can result in your application being rejected.
- **Please do not contact the Embassy to check the status of your application during the normal processing period.** Such inquiries are extremely time-consuming for the visa section and can thus not be answered.

General information

If your vocational training has not been fully recognized by the competent German agency, you can apply for a visa to complete the necessary training in Germany and at the same time start to work. After completion and full recognition of your training, you can apply for permanent residence in Germany.

Please note that some university degrees from foreign universities are classified as vocational training in Germany.

You can find out more about living and working in Germany at www.make-it-in-germany.com

Use the following checklist to make sure your application documents are complete. All documents listed here are to be submitted in the requested **form and order**.



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Visa application checklist	
Work visa in partial recognition of vocational training (Section 16d Residence Act) The following documents are to be submitted in full with every application also in the case of persons travelling together (e.g. spouses or children).	
<input type="checkbox"/>	Two (2) fully completed and signed applications including declarations pursuant to Section 54 Residence Act (see https://videx-national.diplo.de)
<input type="checkbox"/>	Two (2) recent biometric passport photos (see specimen photos)
<input type="checkbox"/>	Valid passport (personally signed and with at least two (2) completely empty pages)
<input type="checkbox"/>	Two (2) uncertified copies of the data page of your valid passport
<input type="checkbox"/>	Completed form signed by your employer: Declaration of employment with Supplement A (original and two (2) copies)
<input type="checkbox"/>	Notification by the German agency responsible for recognition of vocational qualifications on the need for adjustment or compensatory measures to establish the equivalence of the vocational qualification or to issue a work permit (original and two (2) copies) More information on recognition: www.anerkennung-in-deutschland.de
<input type="checkbox"/>	If stated in the deficit notification: registration for theoretical courses, in-company training measures (with further training plan) or exam preparation courses (original and two (2) copies)
<input type="checkbox"/>	If stated in the deficit notification: registration for assessment text and where applicable registration for preparatory course for the assessment test (original and two (2) copies)
<input type="checkbox"/>	If a German language course is planned as part of training: registration confirmation from the language school indicating the number of hours per week of the booked course (intensive course with at least 18 hours per week) and confirmation of payment of the course fee (original and two (2) copies)
<input type="checkbox"/>	Proof of qualification, for example, diplomas, certificates and proof of completion (original and two (2) copies)
<input type="checkbox"/>	Proof of German language skills (original and two (2) copies) (As a rule at least A2, in the care and health sector at least B1)
<input type="checkbox"/>	Proof of adequate health insurance cover As an employee you are subject to mandatory statutory health insurance, you must bear in mind that this insurance can only begin when you take up residence in Germany and enter into employment. If you enter Germany beforehand, private health insurance must be taken out for the period prior to employment beginning and prior to being eligible for statutory health insurance. In its terms and conditions, travel health insurance can exclude protection if a long-term or permanent stay is planned. So-called incoming travel insurance can also contain such exclusions.



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Proof of adequate financial means

Financing:

To stay in Germany the applicant must have at their disposal **at least 827 € net/1033 € gross per month**. Proof of these means is to be provided in advance when the application is submitted. If a salary will not be received directly after entering Germany or if the salary is less than 818 € net per month, provision of the monthly shortfall of funds must be proven separately, for example, in the form of a blocked account.

In the case of financing in the form of a blocked account: Open the blocked account **in time BEFORE** you apply for a visa. When applying for a visa, **only the official confirmation of the opening of the account including information on the amount paid in and the amount available per month will be accepted**. A confirmation which does not include this information is **not sufficient**. Proof of lodgement or transfer of funds without the aforementioned confirmation from the bank is **not sufficient**.

Applicant of a nationality other than Oman

Proof of residence title/habitual abode by valid Omani residency card (original and two (2) copies)

Fee

Visa fee of 75 €. Payable only in OMR.

Completeness of application

The application is complete: Yes No, the information/documents indicated above are lacking.

Declaration when applications are not complete:

I have been informed that my application is not complete. I am aware that submitting an incomplete application can lead to the application being rejected. I would like to submit my application nevertheless.

_____ place, date, signature