

Checklist for qualified professionals from non-EU countries

How do I prepare to enter Germany?

1. Job search

- ✓ Look for vacancies in the [job listings](#) of **Make it in Germany** or in private job exchanges.
- ✓ Many companies publish their **job listings on their websites**. If there are no open vacancies, try to send an unsolicited application.
- ✓ Prepare your application documents:
 - CV
 - Cover letter
 - Diplomas / References
- ✓ Keep in mind that in order to take up employment in Germany, you must prove that your qualifications have been [recognised or are considered equivalent](#). In addition, in regulated professions, a professional licence is required.



Keep in mind that you have to proof sufficient German language skills.

2. Visa

- ✓ Nationals of **Australia, Israel, Japan, Canada, the Republic of Korea, New Zealand** or the **USA** can enter Germany **without a visa**.
- ✓ All other non-EU/EEA nationals require an **entry visa**:
- ✓ Make a timely appointment at the German embassy in your home country.
- ✓ Bring the required documents for the visa application.



If you want to start your job shortly after entering the country, it is advisable to apply for an appropriate visa **before entering the country**.

3. Entry / Arrival

- ✓ Your entry is sorted out? Book your journey to Germany.
- ✓ **From the first day** of your arrival, you need a valid [health care insurance](#). Take out a travel health insurance in your home country.
- ✓ Take some cash with you to get your first shoppings done.

Accommodation at the beginning

- ✓ An overnight stay in a hotel / pension or in a hostel is possible at the beginning.
- ✓ Look for furnished apartments for subleasing.

Looking for housing

- ✓ You didn't find a permanent residence? Try to find German shared flats in online portals.
- ✓ Let your local [Welcome Center](#) help you find an accommodation
- ✓ Look for accommodations in newspapers or on websites of real estate companies. Get more tips on [looking for housing](#) on **Make it in Germany**.

4. Registration of residence / Application of residence permit

- ✓ A „reporting obligation“ (“**Meldepflicht**“) exists in Germany. You have to register within **2 weeks** with the registration office or “Bürgeramt“.
- ✓ Make a timely appointment at the registration office and prepare the required documents: registration form, valid passport, lease or a confirmation from your landlord (Wohnungsgeberbescheinigung).
- ✓ Make an appointment at the local foreign nationals' registration office. For the appointment you generally need:
 - filled and signed form
 - valid passport and visa
 - registration certificate
 - work contract or proof of financial means
 - valid health care insurance
 - fees up to 260 euros



Keep in mind, that a hotel address is not accepted everywhere.

5. Get settled

- ✓ Make new friends in sports clubs or at public events.
- ✓ You can meet new people in [integration courses](#), who also arrived in Germany recently.
- ✓ Learn German while you are still in your home country! The Goethe-Institutes offer worldwide German language courses and exams to proof your language skills. The [world map of Make it in Germany](#) shows you where to find Goethe-Institutes nearby.



Tip: The workers of the migration advisory services support you to get settled in Germany.

Attachment: important documents at a glance

You probably need the following documents down below. We recommend to bring certified copies or original documents (incl. certified translations) with you.

- **Valid Passport / ID**
- **Visa**
- **Credit or debit card**
- **Birth certificate**
- **If necessary: marriage certificate (required for the registration with the registration office and for the residence permit of your spouse, too).**
- **If necessary: university degree (in original form, required for the work contract) or another proof of qualification**
- **If necessary: proof of German language skills**
- **Proof of funding your stay in Germany (for example: salary statements, it's necessary to grant a visa and for the residence permit)**
- **Proof of health insurance**