

Information sheet for foreign students in Flensburg

Have you entered as a student and live in Flensburg or would you like to have your previous residence permit extended for study?

Your purpose of residence has changed?

Then you will find all important information on the following pages for your application and stay:

› **When do I have to apply for a residence permit?**

Please submit the required documents to us approximately 6 to 8 weeks before the expiry of your visa or the renewal of your existing residence permit.

If you are exempt from the visa requirement, please apply for a residence permit immediately after your entry.

Please register at the Registration Office (called „Bürgerbüro“) before contacting the Immigration Office.

› **What documents do I need to apply?**

You can submit the following documents by post or e-mail to einwanderungsbuero@flensburg.de:

- › Application form
- › Health insurance certificate
- › National passport/travel card (copy!)
- › Study certificate
- › if available: certificates of university degree (incl. translation if applicable)
- › Landlord's certificate
- › Proof of livelihood (commitment, blocked account, scholarship)

If necessary, you will need further documentation in individual cases. We then ask for them.

The guarantee of subsistence must be demonstrated for at least a period of 12 months.

Proof must be the amount of the applicable „BaföG“ maximum rate - currently this is €861.00 per month.

› **How long is the residence permit valid?**

If all conditions are met, the residence permit shall be issued for a minimum of 1 year and a maximum of 2 years.

If you have obtained a residence permit for a longer period than you were able to secure a living, you must submit a proof one month before the end of the period in which the livelihood is secured.

Example:

You have received a residence permit on 01.02.2021, which is valid until 31.01.2022.

However, you have only proved your livelihood for 9 months (until 31.10.2021).

Then you must submit proof for the remaining 3 months by 30.09.2021 at the latest.

› Can I work alongside my studies?

In addition to your studies per calendar year, you may work either 240 half days¹ or 120 full days² in a part-time job. In addition, ancillary student activities may be carried out on an unlimited scale³.

› I have finished my studies and want to stay in Germany. When is this possible?

You can stay in Germany if you

- › Find a job as a specialist⁴ suchen
- › Already have a job offer as a specialist
- › Would like to take a postgraduate course („Master“)



In all these cases, it is necessary that you submit a new application and that the conditions are checked by us.

› I have dropped out of my studies and want to stay in Germany. When is this possible?

You can stay in Germany if you

- › would like to complete qualified professional training⁵
- › can be employed as a specialist
- › want to take up employment with strong professional working knowledge⁶

Unless you are at fault for dropping out of your studies, you will still have the opportunity to look for a new place to study.



In all these cases, it is necessary that you submit a new application and that the conditions are checked by us.

¹ less than 50% or less of the daily working time of a full-time worker

² more than 50% of the daily working time of a full-time worker

³ These are:

- › Activities assigned in the vicinity of the university (student assistant, library supervisor, tutor, assistants in the deanery)
- › (auxiliary) activities with other employers, insofar as this activity has a (even broad) technical connection to the studies.
(Examples: for medical students work as a ward helper or seat guard in the clinic or for law students research ingessing in a law firm)

⁴ **Qualified employment** within the meaning of this Act exists where the exercise requires skills, knowledge and skills acquired in a course of study or qualified professional training.

⁵ **Qualified vocational training** within the meaning of this law is given if it is vocational training in a state-recognized or comparable regulated occupation for which a training period of at least two years is specified according to federal or state regulations.

⁶ **Employment with a strong level of practical knowledge:** these may be occupations in information and communication technology, for example. Details are regulated in the Employment Ordinance („Beschäftigungsverordnung“).