



German Embassy  
Cairo

Visa section

## APPLICATIONS FOR VISA FOR A VOCATIONAL TRAINING (Section 16d AufenthG (German Residence Act))

In order to enable a contactless procedure under COVID-19 conditions, applications will be received by TLScontact. Due to the ongoing pandemic, the capacity of the embassy remains very limited. We therefore ask you to follow the procedure below exactly. Incomplete applications cannot be accepted.

### General documents:

- Fully completed **application form** with the **legal instruction (German: “Belehrung”)**, both signed separately. The forms must be filled out online at [videx-national.diplo.de](https://videx-national.diplo.de) and then printed.
- 3 recent biometric passport photos, not older than 6 months with dimensions 5\*5 (please note the instructions at [www.kairo.diplo.de](https://www.kairo.diplo.de))
- For applicants under 18 years of age: **Parental Authorisation** with signatures of father and mother, and passport copies (ID and signature pages) of father and mother.
- Proof of **health insurance** valid in all Schengen countries for the duration of the entry visa of usually 3 months (see leaflet: HINWEISE REISEKRANKENVERSICHERUNG) or proof of health insurance taken out in Germany. The insurance must not exclude epidemics, pandemics or COVID-19 diseases.

### Documents related to the purpose of stay:

- **Training contract** with a recognized apprenticeship employer or vocational school in Germany, containing:
  - exact indication of the profession,
  - detailed information about the vocational training,
  - its length and
  - the apprenticeship pay,
  - signed by both employer/school and apprentice, as well as
  - confirmed registration for an intensive language course being part of the vocational training, or
- **B1 certificate**, if no language course is to be completed prior to the vocational training.
- **School diploma** (Althanawiyya Alamma), translated and legalized

### Final documents:

- **Curriculum vitae**
- **Motivation letter** regarding the desired field of vocational training in Germany
- **Original of passport, and copy of passport** (the original remains at the embassy until the visa is issued)

## **General Instructions for submitting the application:**

- Two full copies of the complete application documents, sorted into separate bundles, will be needed. The bundle of originals must be presented at the time of application and will be returned. Please note regarding the copy bundles:
  - The application form must be original and signed in both stacks.
  - One original passport photograph must be placed in each of the two application stacks. (do not stick or staple them on)
  - The passport copy must comprise all pages that are not empty.
- Applicants are asked to **compile all documents in the above order** and to **remove all staples** from the copy stacks.
- All documents have to be submitted in German or English or to be accompanied by a translation, done by a translating office certified by the Embassy. A translation of school diplomas issued in English is not required.
- All Egyptian official documents have to be submitted translated and legalized. Please find information for the legalization at our website:  
[http://www.kairo.diplo.de/Vertretung/kairo/de/04/Konsularhilfe/seite\\_legalisation.html](http://www.kairo.diplo.de/Vertretung/kairo/de/04/Konsularhilfe/seite_legalisation.html)
- The Embassy reserves its right to suspend, in certain cases, the visa decision depending on the submission of additional documents requested.

## **Important information regarding the visa process:**

- The German Embassy in Cairo only processes visa applications of people **residing in Egypt**, Libya, Syria and Yemen.
- Each applicant must **come in person** in order to proceed to the biometric data capture.
- Passports have to be signed by its bearer.
- The approval of the immigration authorities at the intended place of residence as well as the approval of the Federal Employment Agency may be required for issuing a visa for a vocational training. The Embassy will request this approval while processing the application.
- The processing time can vary between several weeks to months. The diplomatic mission abroad may only issue the requested visa once it has received the necessary approval from the German authorities. The embassy cannot influence the processing time or the decision of these authorities. Applicants will be contacted immediately after their application has been processed.

