



TLSCONTACT VISA APPLICATION CENTRE – EGYPT

LIST OF DOCUMENTS

VISA APPLICATION FOR THE RECOGNITION OF A FOREIGN PROFESSIONAL QUALIFICATION IN ACCORDANCE WITH § 16 D OF THE RESIDENCE ACT

The visa is available to **qualified professionals** who have to participate in additional training measures for the purpose of **recognizing their foreign professional before** starting to work in Germany **qualifications** or for permission to use a professional title. This mainly affects trained doctors without a German professional license and other professional groups (pharmacists, psychotherapists, dentists and veterinarians, certain manual professions, teachers, educators, lawyers ...).

Working is only permitted if the work is directly related to the training measure. Employment unrelated to the training measure may only be practiced for ten hours per week.

In order to enable a contactless procedure under COVID-19 conditions, applications will be received by **TLScontakt**. 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.

Applications can only be processed quickly if the applications are complete.

Applicants, who submit incomplete visa applications or do not provide all the required documents, may be rejected. In this case, you will have to book a new appointment.

The following list helps you ensure that you have included all necessary documents by ticking the checkboxes. **Please present these documents at your interview.**

1) 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 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)
- **Original of passport, and copy of passport** (the original remains at the embassy until the visa is issued)
- 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.

2) Documents related to the purpose of entry:

- Deficit notification or partial recognition (“Defizitbescheid” or “Teilanerkenntnisbescheid”) from the German authority responsible for the recognition of the foreign professional qualification. This document either confirms full recognition or specifies the adjustment measures that are still missing for the recognition or the issuing of the professional license (original, 2 copies).
The competent authority can be found on the website Anerkennung-in-Deutschland (Recognition in Germany) or via Anabin. This procedure usually takes several months!

Applications for recognition of the foreign degree or for the granting of a license to practice a profession (e.g. license application) can be made from abroad.

- Proof of the booking / agreement of all adaptation or training measures needed for the recognition or professional exercise permit (e.g. specialist language course bookings, preparatory courses for the assessment test, etc.) Detailed information on the type and duration of the required qualification measure with reference to the deficits identified in the deficit notification or partial recognition are required. An in-company training plan must show how the deficits are to be remedied and who will coach the applicant during the measure.

Depending on the type of professional, specific documents are required:

- **legalized diploma**, certificate for vocational training, **college** or **university degree** (original, 2 copies)
- Form: Declaration on the employment (“Erklärung zum Beschäftigungsverhältnis”)
- If a college or university degree is presented: please refer to the information available at www.anabin.kmk.org for the recognition of your degree. Please request the following two documents and enclose a printed copy of the results:
(1) Assessment of the university and (2) assessment of the degree program or the degree
- legalized Egyptian professional license (original, 2 copies)
- Proof of German language skills at level A2 of the European Framework of reference of an examination provider certified according to the standards of ALTE. For regulated professions, higher language skills are required (e. g. nurses have to have B2).

The language certificate submitted must not be older than 12 months at the time of application.

- **Curriculum vitae**
- **Letter of motivation**
- **Instruction** regarding the provisions of para 18 II Nr. 5 AufenthG (salary must amount to at least 46.860 € gross/per annum (55 % of the annual contribution assessment ceiling for the general pension insurance scheme) or proof of adequate provision for old age **if the applicant** reaches the **age of 45 during or after completion of the measure**)

3) Proof regarding the financing of your stay

- Employment contract and job description for the period before the recognition of the foreign professional qualification.
(incl. a binding commitment by the employer to release the applicant from work for the qualification program without payment deductions)

and

Employment contract and Job Description for the time after the recognition of the foreign professional qualification.

It is recommended to submit a pre-approval from the Federal Employment Agency (Bundesagentur für Arbeit) for both the employment contracts when applying. Your future employer can apply for the pre-approval at the regional competent Employment Agency.
Salary: minimum 1.033 Euro Brutto

or

- formal declaration of commitment according to Sections 66-68 AufenthG of a person with permanent residence in Germany for the entire duration of stay

or

- [Sperrkonto](#) (blocked account) at a German financial institution with a maximum monthly amount of at least 947 euros **for each month** of the planned stay (**11.364 Euro per annum**)

If the competent German authority already recognized your foreign professional qualification as equivalent, please apply for a work visa (e.g. EU Blue Card) and present the recognition certificate as well as the required language certificate.

4) If your family moves to Germany with you, the following additional documents are required:

- All documents mentioned in point 1 for each family member
- Marriage certificate
- Recent (not older than 3 months) extract from the Egyptian Family Register
- Divorce certificate, if applicable
- Birth certificates of all children
- Recognition of fatherhood and/or proof which parent is exercising child custody
- A1 German language certificate of the spouse

Please note, that in general the visa for family reunion require that the principle applicant stays at least for a year or longer in Germany. Furthermore, applicants must prove that the subsistence of all family members is ensured.

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
- 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.
- The applicant must submit the application **personally**.
- It is possible to set up a blocked account from abroad.
- **In principle, a blocked account can be set up at any financial institution in Germany that is permitted to conduct banking transactions.**
- The approval of the immigration authorities and, if applicable, the Federal Employment Agency at the intended place of residence is required for issuing a visa.
- The processing time is usually several weeks to months. The embassy may only issue the requested visa once it has received approval from the immigration authority / Federal Employment Agency. The embassy cannot influence the processing time or the decisions of the

immigration authorities / Federal Employment Agency. Applicants will be contacted immediately after their application has been processed.

- The visa fee is € 75.00 (to be paid in local currency). There are no further processing fees. The applications are issued free of charge. The help of any other service providers is not needed.
- **Further information can be found on the homepage of the German Embassy in Cairo (www.kairo.diplo.de)**