



TLSCONTACT VISA APPLICATION CENTRE – EGYPT

LIST OF DOCUMENTS

Visa for the recognition of foreign qualifications for nurses (Section 16d AufenthG (German Residence Act))

If the professional qualifications of an applicant are not fully recognised by the competent authority for the recognition procedure in Germany due to **missing qualifications**, the applicant can **attend a qualification program** in Germany in order to **acquire the missing** theoretical and/or practical **skills**. Examples of this would be company training courses, technical training courses, preparatory courses or job-related German language classes.

Please note, that the recognition measures have to be completed within 18 months. Employment is only possible attendant to the measures.

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.

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

Required Documents

1) General Documents

- Passport** (not older than 10 years, valid for at least 3 months beyond the requested duration of stay, at least 2 blank pages) as well as the last existing old passport and copies of both passports (copies of all pages that are not blank). The passport must be signed by the passport holder before the application.
- 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**, with white background, not older than 6 months (please note the instructions at www.kairo.diplo.de)
- 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.

2) Basic Requirements respectively documents related to the purpose of stay

- Deficit notice or (partial) assessment notice that you are missing certain theoretical and/or practical skills required to fully recognize your qualifications. The notice is issued by the responsible state authority for recognizing the foreign professional qualification.
The notice confirms the full recognition of the professional qualifications or identifies the deficits and indicates the measures that are still necessary to get a fully recognition (qualification programmes / course or knowledge test) (original, 2 copies).
The responsible authority can be found on the website [Anerkennung-in-Deutschland](#) or via [Anabin](#). This procedure usually takes several months! The applicant can apply on his own from abroad.
- Proof of registration for the required course or knowledge test with detailed information about the type and the duration of the qualification. It should refer to the notice or (partial) assessment notice and point out how the deficits are going to be compensated and who is going to be the supervisor/instructor of the applicant in that period. Form: Declaration on the employment
- Form: Declaration on the employment (“Erklärung zum Beschäftigungsverhältnis”)
- The Egyptian diploma/certificate **and** the professional license.
- Proof of language skills: B2 certificate or higher. The proof of language skills should be not older than 12 months.
- Curriculum vitae.
- Motivation letter regarding the desired diploma and occupational career in Germany.
- If available: certificate from current employer & proof of previous acquisition of foreign language skills, e.g. certificates of language schools.

3) Proof of funding of the stay:

- { Employment contract and Job Description for the time period until the recognition procedure comes to an end.
(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 procedure comes to an end.
It is recommended to submit a pre-approval from the Federal Employment Agency (Bundesagentur für Arbeit) for both the employment contracts when applying.

or

Blocked account at a German bank for one year (EUR 11.364, with a monthly limit of EUR 947)

or

Formal obligation (German: “Verpflichtungserklärung”) by a person living in Germany






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. Personal appearance is mandatory except for children under the age of 12.
- Passports have to be signed by its bearer.
- The opening of a blocked account in Germany can easily be done also from abroad. The blocked account can be opened at every bank that is certified to operate in Germany and has a registered office there.
- 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 processing has been completed.

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.

Recommendations

-  Learn the German language in Egypt at least up to level B2
-  Contact the competent authority for the recognition and get the deficit notification for the recognition of the foreign professional qualification
-  Go to videx-national.diplo.de and enter the online application form.
-  Book an appointment and submit all the documents via TLScontact
-  The embassy will check the visa application and if necessary involve other authorities



As soon as all necessary information are available, the embassy will make a decision on the visa application and inform you without being asked.

Please do not inquire about the status of the visa unless 3 months have passed since the visa date. This may slow down the visa process.

Further information can be found on the homepage of the German Embassy in Cairo (www.kairo.diplo.de). Further information on the recognition of foreign qualifications is available at www.make-it-in-germany.de.