



UNIVERSITÄT
LEIPZIG

Residence Title Guide

FOR INTERNATIONAL STUDENTS AT LEIPZIG UNIVERSITY

International Centre
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WELCOME TO LEIPZIG UNIVERSITY!

- All students and doctoral candidates require a residence title for the purpose of studying in Germany, with the exception of students from EU or EEA countries.
- In the following, you will be informed about the necessary steps to apply for your residence title at the [Foreigners' Authority Leipzig](#).
- Please note that Leipzig University does not accept any liability for the completeness and correctness of the information provided.
- Therefore, you should always also inform yourself about possible changes to [the residence title for studying via the information page of the Foreigners' Authority Leipzig](#).

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APPLICATION FOR RESIDENCE - EU/EEA

– Are you an EU/EEA citizen?



Your identity card or passport is sufficient to stay and study in Germany.



All you have to do is register your new place of residence at the City of Leipzig. You can book an appointment together with the staff of the International Centre during your personal enrolment at Leipzig University.

APPLICATION FOR RESIDENCE - VISA-FREE ENTRY (NON-EU/EEA CITIZENS)

- You are not a citizen of an EU or EEA country but are allowed to enter Germany without a visa?



You will need a residence permit from the Foreigners' Authority Leipzig immediately after enrolment.



In order to do so, you need to upload the documents via the online application portal of the Foreigners' Authority.

APPLICATION FOR RESIDENCE - VISA-FREE ENTRY (NON-EU/EEA CITIZENS)

- What does visa-free mean?



Visa-free means that you have 90 days after your entry to apply for your residence title at the Foreigners' Authority.

You can find all important information about the required documents on their [webpage](#).



Please note that it may take up to 12 weeks until you receive your residence title.

APPLICATION RESIDENCE - VISA-FREE ENTRY (NON-EU/EEA CITIZENS)

- A residence title for your studies is possible according to Section 16b of the German Residence Act (AufenthG).



This requires that you state that your main purpose is to study in Germany.



You have to be at least 18 years old or provide a parental consent form.

APPLICATION FOR A RESIDENCE PERMIT FOR THE PURPOSE OF STUDY

- You submit your application for a **residence permit for the purpose of study** together with your documents **solely online** to the Foreigners' Authority Leipzig immediately after your personal enrolment: [Online application](#)



After the decision on your application (approx. 4-6 weeks), you will be invited by e-mail to the Foreigners' Authority Leipzig to register your biometric data.



You can ask questions about the application via the [contact form](#) of the Foreigners' Authority Leipzig.

REQUIRED DOCUMENTS & FORMS

In addition to the [online application](#), you need to upload the following documents online as pdf files to apply for your residence permit:

- ✓ [Signed instruction form \(Belehrungsformular\)](#)
- ✓ Visa for study course
- ✓ Valid passport
- ✓ Rental contract; including landlord confirmation
- ✓ Confirmation of health insurance
- ✓ in the case of statutory health insurance: informal letter from the health insurance company
- ✓ in the case of private health insurance: [Certificate of insurance](#)
- ✓ Current enrolment certificate
- ✓ Evidence of financing through a blocked account, scholarship, work contract or letter of obligation; currently 934 Euros per month

COSTS & FEES

To apply for your residence permit for the purpose of study, you must expect to pay the following fees:

- First issue: 110,00 Euro
- Extension of stay: 93,00 Euro
- Provisional Residence Document (Fiktionsbescheinigung): 23,00 Euro

The following payment options are currently available:

- cash
- EC card
- credit card

PROVISIONAL RESIDENCE DOCUMENT (FIKTIONSBSCH EINIGUNG)



If you have submitted an application for the issuance or extension of your residence title to Foreigners' Authority Leipzig, they will issue you a provisional residence document (Fiktionsbescheinigung) during the processing period.



The provisional residence document is an official document with which you prove your provisional, temporary right of residence.



The duration of the provisional residence document is determined by the Foreigners' Authority.

PROVISIONAL RESIDENCE DOCUMENT (FIKTIONSBSCHWEINIGUNG)

- There are different types of provisional residence documents with different rights:



You can see which type of provisional residence document you hold on the inside of your document:



PROVISIONAL RESIDENCE DOCUMENT (FIKTIONSBEISCHEINIGUNG)

- Two types of provisional residence documents are issued:

1. Applying for a residence title for the first time (Section 81 (3) sentence 1 of the residence act (AufenthG))



If you are a national of a country that entitles you to enter without a visa and you have applied for a residence title for the first time at your local Foreigners' Authority, your **stay** is considered legal until a decision on your application is made.

PROVISIONAL RESIDENCE DOCUMENT (SECTION 81 (3) SENTENCE 1 OF THE RESIDENCE ACT (AUFENTHG))



You may not engage in economic activity until a decision on your application has been made.



This provisional residence document **does not entitle its holder to (re-)enter Germany.**

EXAMPLE

A **Japanese** national enters Germany for the first time, he does not hold a visa or a residence title.



His passport allows him to stay in Germany without a visa for up to 90 days.



He wants to start a degree course and applies for a residence title for this purpose.



Until the Foreigners' Authority makes a decision, a provisional residence document can only be issued to him according to Section 81 (3) of the Residence Act (AufenthG).



If he travels to another country in this situation, he is only permitted to re-enter Germany within the 90-day visa-free stay period.



The provisional residence document does **not** extend this period.

[Source.](#)

STAY WITH A RESIDENCE TITLE – REQUEST FOR EXTENSION (SECTION 81 (4) OF THE RESIDENCE ACT (AUFENTHG))






You already possess a residence title (national D visa or temporary residence permit).



You need to apply for an extension of your residence title in a timely manner (i.e. before your residence title expires). Then your current residence title remains valid until the Foreigners' Authority makes a decision.

STAY WITH A RESIDENCE TITLE – REQUEST FOR EXTENSION (SECTION 81 (4) OF THE RESIDENCE ACT (AUFENTHG))

-  Consequently, all effects and conditions associated with the previous residence title continue to apply.
-  You are to be treated as if you hold a residence title, with all legal implications.
-  The provisional residence document following **Section 81 (4) of the residence act (AufenthG)** generally also **allows (re-)entry into Germany**. Please always carry your passport and the previous residence title when travelling.

EXAMPLE

An international student lives and studies in Germany.



She holds a residence title, which is valid until 31 December 2022.



On 1 October 2022 she applies for the extension of her residence title.



Since the new residence title is not ready by 31 December 2022, she is issued with a provisional residence document.



The provisional residence document maintains the validity of her residence title, including all additional conditions, and entitles her to re-enter Germany.

[Source.](#)

VISA REQUIREMENTS EU-MOBILITY?

- You are not from an EU or EEA country, but you are already enrolled at a university in an EU country (except Ireland or Denmark)?



If your study stay at Leipzig University (e.g. in the context of a joint degree) lasts less than 360 days, you do not need an additional German residence title for the time of your studies in Leipzig.



As soon as you have received the admission letter, please contact the [International Centre](#).



See [Research and Studies \(REST\) Directive](#)

VISA REQUIREMENTS FOR NON-EU CITIZENS BEING ENROLLED AT A UNIVERSITY WITHIN THE EU

- As soon as you receive your letter of admission, please send an e-mail with the subject "Rest" to the International Centre at Leipzig University.
- Please attach the following documents as a scan:
 - ✓ Digitally completed [notification mobility form](#)
 - ✓ Residence permit of the first EU member state
 - ✓ Erasmus confirmation from your home university
 - ✓ Letter of admission from the University of Leipzig
 - ✓ Recognised, valid passport
 - ✓ Proof of financial security for living expenses
 - ✓ Proof of health insurance

VISA REQUIREMENTS FOR NON-EU CITIZENS BEING ENROLLED AT A UNIVERSITY WITHIN THE EU

- You are not from an EU or EEA country, but you are already enrolled at a university in an EU country (except Ireland or Denmark)?



Are you staying in Germany for more than 360 days for the purpose of studying?

Then you must apply for a visa!

AFTER GRADUATION

– And after successful completion of the degree?



After successfully completing your studies at a German higher education institution/university, you will have the opportunity to find an adequate job for your qualifications in Germany for 18 months.

– What happens in the case of exmatriculation?



In the case of exmatriculation at the student's own request or ex officio (e.g. in the case of final failure to pass a prescribed examination or missing to re-register in due form or time), the purpose of residence ("studying") is no longer valid at this point and the residence title can be recalled accordingly.



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THANK YOU!

International Centre

Contact and advice:

