

Contact person abroad: The German Embassy or the German Consulate in your home country
Contact person in Munich: The Foreigners' Office at the Department of Public Order in Munich

Who needs a visa?

[A list of countries that require a visa, i.e. countries that do not require a visa to enter the Republic of Germany](#)

- Citizens from countries within the EU as well as citizens from Switzerland, Iceland, Liechtenstein and Norway; If you have a SAR passport (Passports from special administration districts - Hong Kong and Macau) If you have a BNO passport (British Nationals Overseas) do not need a visa
- **After entering**, citizens from the following countries (Privileged countries) can apply for a visa: Australia, Israel, Japan, Canada, the Republic of Korea, New Zealand, and the U.S. as well as citizens from Andorra, Brazil, El Salvador, Honduras, Monaco and San Marino
- In all other cases a visa is required **before entering!** A residency permit extension is also not possible even when entering with a tourist or Schengen visa!

Necessary documents and [requirements](#):

- Proof of sufficient financing for living expenses (e.g. A savings book or savings account with a minimum of 8,640 Euros or an affidavit from your parents agreeing to make monthly payments of 720 Euros for at least one year)
- Proof of adequate health insurance, e.g. [Klemmer](#) or [Care-Concept](#)
- Proof that you are attending / will attend a German language course: at least 20 45-minute classroom hours per week with mandatory regular attendance
- German classes for non-university students: the length of stay is a maximum of 12 months. No extensions / No employment allowed
- German classes for university students (applicants for a place at university): a residency permit for university preparation is a maximum of 2 years after entering. Requirement: a high school diploma and an official letter of accreditation for it.
- **Important information:** A language course visa cannot be changed into a visa for studying at university. The visa is generally issued for 3 months (90 days). Within this period of time an issuance of a residency permit must be applied for. If you want to study in Germany after the language course, then you should also state this in your visa application.

Requirements for a German intensive course certificate from Tandem in Munich:

- A completed registration form with your passport number and place of birth
- A payment of 200 Euros for each month registered. In order to grant a visa, some German Embassies expect the course fee to be paid in full in advance.

Address and opening hours of the Foreigners' office in Munich:

Landeshauptstadt München
Kreisverwaltungsreferat
Department II/ Foreign Affairs
Ruppertstraße 19, 80466 München (Subway: Line 3 or 6 to "Poccistraße")
Tel.: 089/ 233-96010 / Fax: 089/233-24760
E-Mail: studenten-ii3.kvr@muenchen.de

Opening hours:

Monday: 7:30 to 12:00 p.m.
Tuesday: 08:30 to 12:00 p.m. and from 2:00 to 6:00 p.m.
Wednesday: only with a scheduled appointment
Thursday: 08:30 to 3:00 p.m.
Friday: 7:30 to 12:00 p.m.