



Visa Application under the Skilled Immigration Act (Fachkräfteeinwanderungsgesetz)

General information is available from the Federal Office for Migration and Refugees website at www.bamf.de and from the portal for qualified professionals www.make-it-in-germany.com.

Please note that the application will only be accepted when it is **complete**. **Only** the submission of a **complete application** with all documents **according to our leaflets** guarantees a prompt processing of your visa application. We hereby wish to inform you that the competent alien's authority in Germany has to be notified about any long term visa application. The authority also has to give its consent according to the travel purpose. Complete documentation does not guarantee the issuing of visas. Using **falsified documents** may result in the refusal of the application. **The visa fee amount of 75,00 Euro (only payable in 500 and 1.000 Naira bills)** will **NOT** be reimbursed if the visa is refused, regardless of the reasons for the refusal. Application forms are free of charge.

Visa applications of minors are possible only if accompanied by a person entitled to custody. If this is not possible, the minor has to be accompanied by an authorized representative. The authorized representative has to bring along the original and signed power of attorney as well as an picture identification card.

It is recommended not to buy a flight ticket until the visa is granted!

Every applicant is asked to provide the following **mandatory** documents (**original + 2 copies** of each document, unless otherwise specified) **after** having registered for an appointment via our website www.nigeria.diplo.de:

- valid passport + 2 copies of its data page – **only E-Passports can be accepted, no observations or renewals allowed**
- for non-Nigerian nationals residing in Nigeria: copy of Nigerian residence permit
- 2 **fully filled out** Visa Application Forms (Application for a Residence Permit) – **NO copies required!**
- 2 signed declarations according to Section 54 Paragraph 2 Nr. 8 of the German Alien's Law
- 2 passport photos according to biometric specifications, one attached to application form and one loose (both identical photos)
- NPC birth certificate or Declaration of Age deposed to by head of Family (please note that an NPC birth certificate may only be accepted if the applicant is born after December 13th, 1992)
- **printed** (NOT handwritten) and personally signed Curriculum Vitae stating professional career, including all certificates, diplomas, etc. until the date of the visa application, **max. two pages (A4)**
- **printed** (NOT handwritten) and personally signed letter of motivation, **max. one page (A4)**
- due to limited capacities an prepaid courier envelope by any major courier service to return your passport and documents

If you have an approval according to § 81a residence act from the responsible alien authority in Germany (“Vorabzustimmung”):

- **approval according to § 81a residence act from the responsible alien authority in Germany**
- **originals** of the copies of the documents attached to the approval according to § 81a residence act

If you do not have approval according to § 81a residence act from the responsible alien authority in Germany (“Vorabzustimmung”):

- signed declaration by the employer about the employment and if applicable additional form A (“**Erklärung zum Beschäftigungsverhältnis**” and if applicable “**Zusatzblatt A zum Formular zur Erklärung zum Beschäftigungsverhältnis**”)
- **proof** of professional training or university degree
- **proof** of recognition of professional training or university degree (unless your university is listed as “H+” and your university degree is listed in anabin (<http://anabin.kmk.org/>) or your desired occupation is in a non-regulated field of occupation)
- if applicable **occupation practice permit**
- if you apply for the first time for a visa according to § 18a or § 18b Parapragh 1 of the German Alien’s Law and are older than 45 years and your salary does not exceed 45.540,- Euros per year: **proof of sufficient retirement provisions**

Supplementary information or evidence may be requested in each individual case.

Please be informed that incomplete applications (e.g. missing set of copies) are likely to be rejected!

Please refrain from bringing bags with you to your appointments at the Consulate General.

Thank you for your understanding