

University of Konstanz
Exchange Studies
Winter Semester 2024/2025
Non-EU/EEA Formalities



✕
Webinar
14.5.2024
14.30 CEST
(UTC+2h)

Today's Webinar is hosted by:



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Topics

I. Bureaucratic Tasks for Non-EU/EEA students

1. Mobility Online (work-flow)

- a) Admission (deadline was 15.5.2024)
- b) Enrollment (deadline is 15.7.2024)

2. Visa/Residence Permit/Mobility Certificate

- a) Who needs Visa / Residence Permit / Mobility Certificate?
- b) Application for Visa
- c) Application for Mobility Certificate
- d) Application for Residence Permit
- e) Minimum Requirements for Visa / Residence Permit / Mobility Certificate

- Required Documents
- Proof of financial resources
- Health Insurance

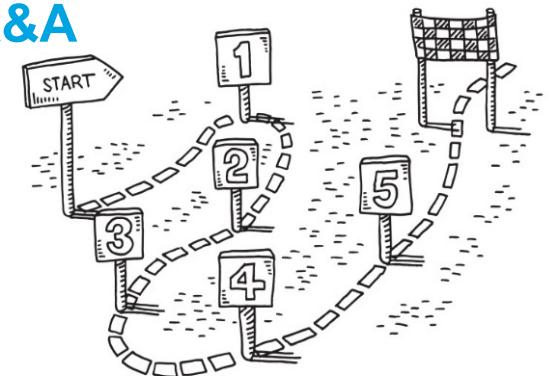
3. Other formalities

- a) German/European Bank Account (SEPA)
- b) Seezeit
Accommodation

III. Last but not least

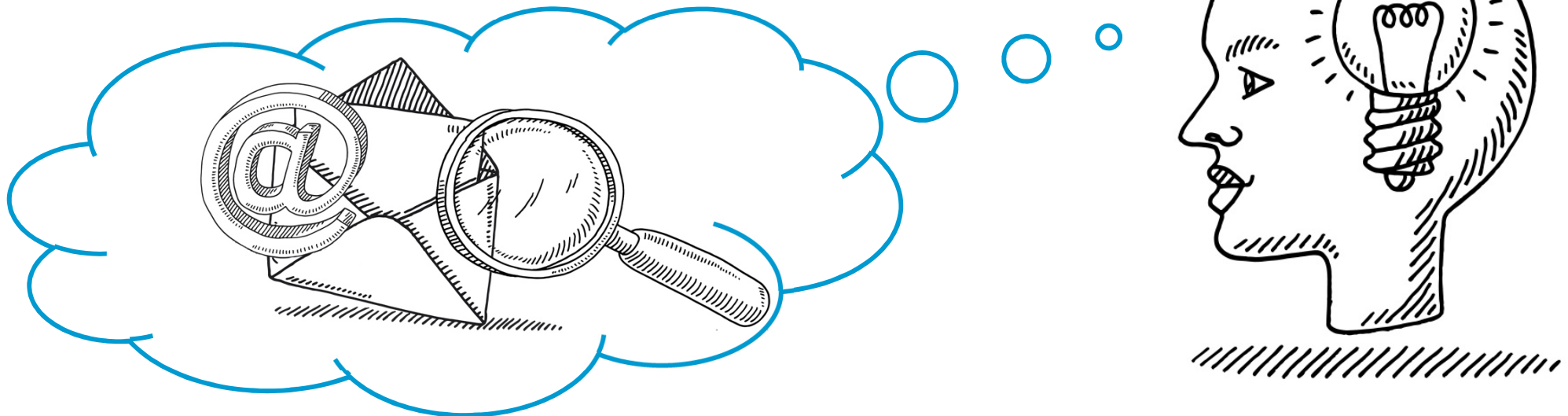
1. Important Website
2. Next Webinars
3. Buddy Programme
4. Get connected!

IV. Q&A



Remember:

- ☑ Please check your emails regularly for emails from the University of Konstanz or Seezeit (also spam folder)!
- ☑ Ultimate deadline for cancellation is:
 - For participants of GO-Konstanz: 15th August
 - For participants of OriPro: 15th September



I. Bureaucratic Tasks for Non-EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.5.2024)



Complete tasks in work-flow (housing, admission, orientation programme)

Deadline was 15.5.2024!!!

Necessary steps	Done	Done on	Done by	Direct access via following link	14 / 21
+ Application for Admission, Housing and Orientation Programme					4 / 4
+ Transcript of Records					2 / 2
+ Language Certificate					2 / 2
+ Personal ID Card Passport					2 / 2
+ Housing - Proof of Payment for Deposit					2 / 2
+ Learning Agreement					1 / 1
- Admission, Housing and Orientation Programme					1 / 2
Application documents complete and approved	<input checked="" type="checkbox"/>	25.11.2021	Petra Nagel		
▶ Letter of Admission provided	<input type="checkbox"/>			Download Letter of Admission and activate enrolment process	

I. Bureaucratic Tasks for Non-EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.5.2024)



Complete tasks in work-flow (housing, admission, orientation programme)



Learning Agreement is NOT (only Erasmus+ Scholarship holders)

Erasmus+: Learning Agreement is NOT relevant for admission!

Necessary steps	Done	Done on	Done by	Direct access via following link	14 / 21
Application for Admission, Housing and Orientation Programme					4 / 4
Transcript of Records					2 / 2
Language Certificate					2 / 2
Personal ID Card Passport					2 / 2
Housing - Proof of Payment for Deposit					2 / 2
Learning Agreement					1 / 1
Admission, Housing and Orientation Programme					1 / 2
Application documents complete and approved	<input checked="" type="checkbox"/>	25.11.2021	Petra Nagel		
Letter of Admission provided	<input type="checkbox"/>			Download Letter of Admission and activate enrolment process	

I. Bureaucratic Tasks for Non-EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.5.2024)

- Complete tasks in work-flow (housing, admission, orientation programme)
- Learning Agreement is NOT (only Erasmus+ Scholarship holders)
- Download Letter of Admission to activate enrolment process!!!

Deadline for completion was 15.5.2024!!!

Necessary steps	Done	Done on	Done by	Direct access via following link	14 / 21
Application for Admission, Housing and Orientation Programme					4 / 4
Transcript of Records					2 / 2
Language Certificate					2 / 2
Personal ID Card Passport					2 / 2
Housing - Proof of Payment for Deposit					2 / 2
Learning Agreement					1 / 1
Admission, Housing and Orientation Programme					1 / 2
Application documents complete and approved	<input checked="" type="checkbox"/>	25.11.2021	Petra Nagel		
Letter of Admission provided	<input type="checkbox"/>			Download Letter of Admission and activate enrolment process !!!	

I. Bureaucratic Tasks for Non-EU/EEA students

1) Mobility Online (work-flow)

a) Admission (deadline was 15.5.2024)

- Complete tasks in work-flow (housing, admission, orientation programme)
- Learning Agreement is NOT (only Erasmus+ Scholarship holders)
- Download Letter of Admission to activate enrolment process!!!
- Select, if you'd like to join Buddy Programme to activate enrolment process!!!

Necessary steps	Done	Done on	Done by	Direct access via following link	11 / 23
+ Application for Admission, Housing and Orientation Programme					4 / 4
+ Transcript of Records					2 / 2
+ Passport					2 / 2
+ Housing - Proof of Payment for Deposit					2 / 2
- Admission, Housing and Orientation Programme					1 / 2
Application documents complete and approved	<input checked="" type="checkbox"/>	28.11.2022	Petra Nagel		
Letter of Admission provided	<input type="checkbox"/>			Download Letter of Admission and activate enrolment process	
+ Buddy Programme					0 / 1
+ Proof of Sufficient Health Insurance Coverage					0 / 2
+ Proof of Payment for Social Contribution Fee and (if applicable) GO-Konstanz					0 / 2
+ Photo for UniCard					0 / 2
+ Proof of Financial Resources					0 / 2
+ Entry Stamp					0 / 2

I. Bureaucratic Tasks for Non-EU/EEA students

1) Mobility Online (work-flow)

b) Enrollment (deadline is 15.7.2024)

Complete asap!
Deadline is
15.7.2024

- Photo for UniCard (student ID card)
- Health insurance certificate/EHIC/GHIC/bilateral agreement
- Payment of social contribution fee (109 EUR)
and only if applicable together with GO-Konstanz
September 2024 (350 EUR) = 459 EUR
- Exmatriculation certificate
(only if you have studied in Germany before)



I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

a) Who needs Visa / Residence Permit / Mobility Certificate?

Who does not need to apply for a study visa for Germany?

- Students with EU/EEA nationality/passport AND
- Students with a passport from Brazil, USA, Canada, South Korea, Japan, Australia, New Zealand, Israel, UK, Ukraine
(apply for residence permit in D)

Who needs to apply for a study visa for Germany?

- Students with non-EU/EEA nationality & visa obligation

Special non-EU group?

- Non-EU students from an EU partner university with residence permit for studies
→ International Office will contact you (REST directive: Mobility Certificate?)

I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

b) Application for Visa

Where do I get my study visa from?

- German embassy / consulate general of your region:
Check website of the German embassy

When can I start the visa process?

- Once you have received your letter of admission
- Please start **asap** if you haven't started yet!

Which visa do I apply for ?

- Long-term D visa for study purposes (for whole duration of intended stay)
- no tourist/visitor's visa



I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

c) Application for Mobility Certificate

Where do I get my mobility certificate (REST directive) from?

- BAMF (Federal Office for Migration and Refugees)
- Must be applied by International Office

When can I start the application process?

- Once you have received your letter of admission
- When you have residence permit **card** from EU country that covers whole duration of intended studies in Germany



How long does application for mobility certificate take?

- 30 days after submission of all required documents to BAMF

I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

d) Application for Residence Permit

Where do I get my German residence permit card for study purposes from?

- Foreigners' registration office Konstanz (Ausländerbehörde)
- Will be applied together during GO-Konstanz/OriPro (1st day)

When can I start the application process?

- Once you have received your letter of admission
- Once you have arrived in Germany
- When you have registered with the city of residence (Konstanz)



How long does application for residence permit card take?

- Approx. 8 to max. 14 weeks

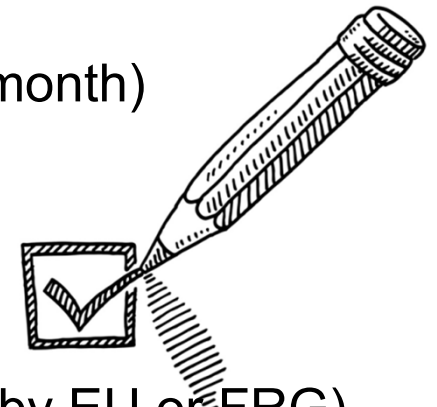
I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

e) Minimum Requirements for Visa / Residence Permit / Mobility Certificate

Minimum required documents for application:

- passport (valid for whole duration of intended studies + 6month)
- application form
- biometric photograph
- admission letter of the University of Konstanz
- fees (exempted, if you have **monthly** scholarship funded by EU or FRG)
- proof of **monthly** financial resources for intended duration of stay
- health insurance



I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

e) Minimum Requirements for Visa / Residence Permit / Mobility Certificate

Proof of financial resources for non-EU/EEA students:

You need to prove that you have sufficient funds to finance your stay in Germany

Currently: **934 € per month (from 15.8.2022)**

4 Possibilities accepted as an official proof by immigration authorities:

- I. Scholarship confirmation (monthly!)
- II. A written confirmation of monthly financial support from your parents.
- III. A formal written commitment from relatives or acquaintances submitted to a German Diplomatic Mission abroad or Local Immigration Office in Germany.
- IV. Blocked account opened at a German bank.

I. Bureaucratic Tasks for Non-EU/EEA students

2) Application Visa / Residence Permit / Mobility Certificate

e) Minimum Requirements for Visa / Residence Permit / Mobility Certificate

German Statutory Health Insurance:

- ➡ take it out from abroad (online)
- ➡ starts with semester (1.10.2024) and enrollment and upon arrival in Germany
- ➡ get travel insurance only for first month!!
- ➡ 1st installment due after arrival (15.11.2024)

Important:

Only German statutory health insurance certificate, bilateral agreements or EHIC/GHIC accepted by local immigration authorities and university!

30 years or older: Take out German private health insurance!



I. Bureaucratic Tasks for Non-EU/EEA students

3) Other Formalities

a) German/European Bank Account (SEPA)

German/European checking account is required for:

- monthly rents (direct debit)
- insurance payments (direct debit)
- Save fees for international wire transfers
- transfer money from the blocked account



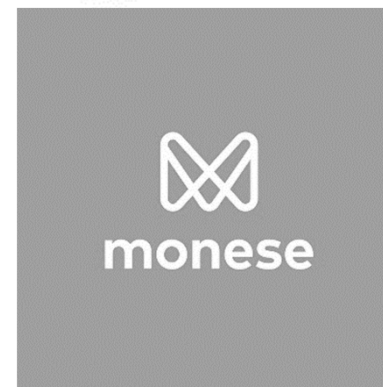
I. Bureaucratic Tasks for Non-EU/EEA students

3) Other Formalities

a) German/European Bank Account (SEPA)

You do not have a German/European (SEPA) bank account?

You can open up a bank account online (app based), for example:



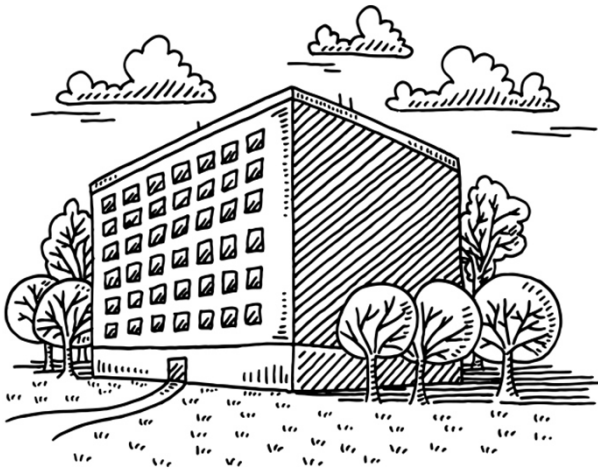
I. Bureaucratic Tasks for Non-EU/EEA students

1) Other Formalities

b) Seezeit Accommodation

Tenancy contract

- Will be sent to you by e-mail around mid/end of July (GO-Konstanz)
- Will be sent to you by e-mail around mid/end of August (OriPro)
- Must be signed and sent back to Seezeit by **regular postal mail!!**



- German/European bank account (SEPA) needed
- Official move-in dates: 2./3.9.2024 (GO-Konstanz)
- Official move-in dates: 1./2./4.10.2024 (OriPro)
- Order bedding with tenant service
- Arrange move-in appointment with tenant service

II. Last but not least

1) Important Website

Preparations

Good planning is the key to success

How do I prepare for a study abroad period in Konstanz?

The process starts at least four months before travelling to Germany.

Important: make sure to find out about payment and registration deadlines, fees and required documents well in advance. You will need to collect some documents in your home country before you leave for Konstanz.

Find and reserve accommodations, clarify visa requirements and financing, check your health insurance coverage and plan your trip - all of these steps are part of your preparations.

PREPARING FOR A STAY IN GERMANY

- | | | |
|------------------------|--------------------------------------|--------------------------------------|
| → Find accommodation | → Entry visa and residence permit | → Get health and liability insurance |
| → Calculate your costs | → Orientation courses and programmes | → Buddy Programme |
| → Plan your trip | → Checklists | |



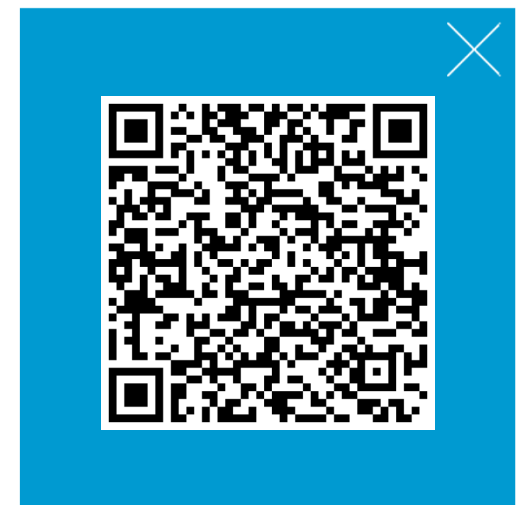
II. Last but not least

2) Next Webinars

XP2) Final Preparations & Info

<https://bit.ly/UniKN-WS24-25-XP2>

Save the date:
Tue, 16.7.2024
14.30 CEST (UTC+2)



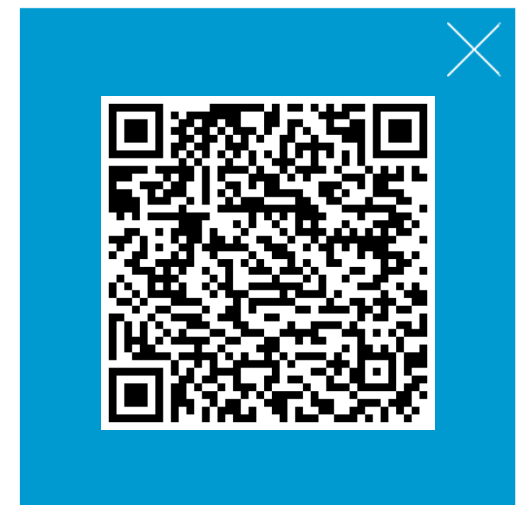
II. Last but not least

2) Next Webinars

XP3) Introduction to Studies

<https://bit.ly/UniKN-WS24-25-XP3>

Save the date:
Tue, 20.8.2024
14.30 CEST (UTC+2)

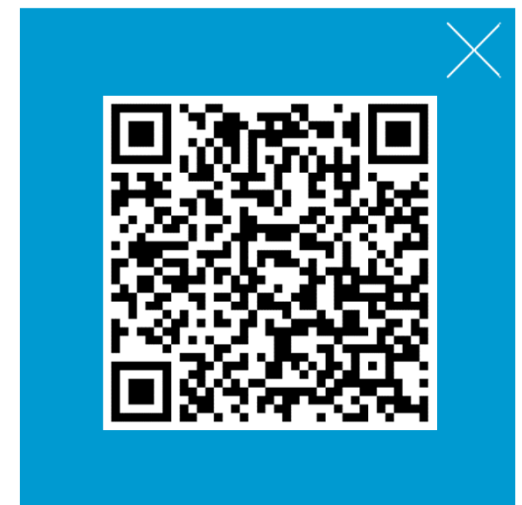
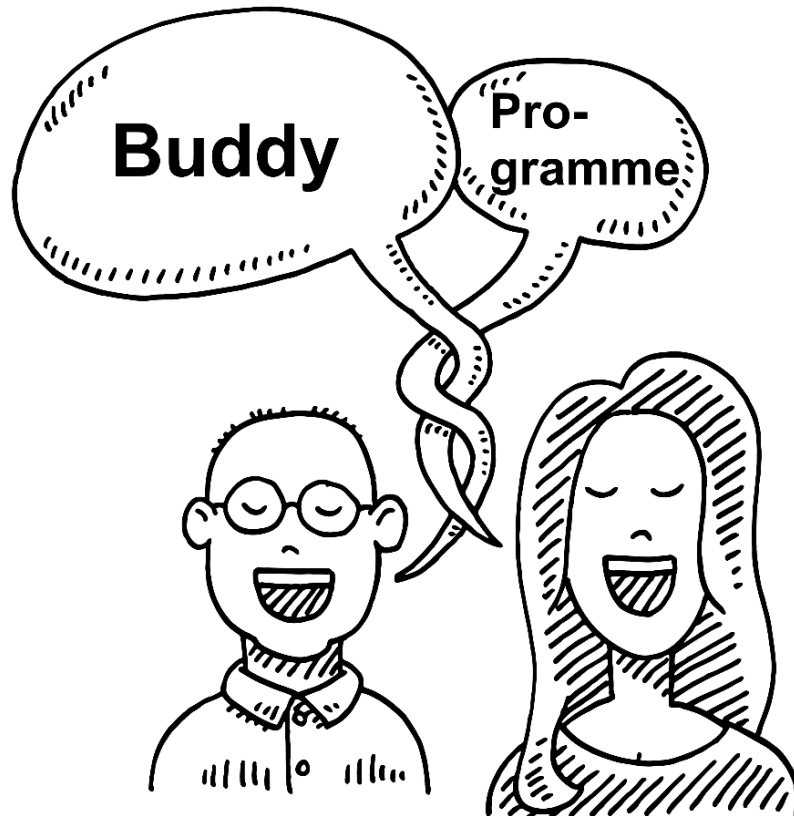


II. Last but not least

3) Buddy Programme

Matching will be done by
end of July/mid August!

Sign up for our Buddy Programme!!!



II. Last but not least

3) Get connected!

Join the Discord server
(from students for
students)

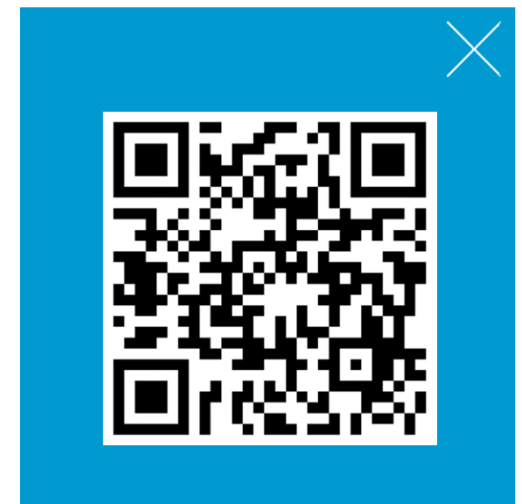
Mingle & socialize with other students!



DISCORD

Konstanz Students 2024

<https://discord.gg/PEy9JBcgTR>



III. Q & A

**Any
questions?**



Frank E. Lutzenberger (moderator)
Adviser for international exchange students
Coordination GO-Konstanz and OriPro



Tina Bebensee (chat)
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