

Residence permit for study preparation

A residence permit for the purpose of study preparation can be granted for maximum two years.

The purpose of study preparation includes:

- * Intensive German language course (a minimum of 18 lesson-hours per week),
- * study college,
- * preparatory courses

A residence permit can not be issued for an intensive language course to learn a foreign language (e.g. English). This applies even if the desired course of studies is offered only in a foreign language.

Prerequisites

- University entrance certificate
This can either be a German Abitur certificate or an international maturity certificate.

<https://anabin.kmk.org/anabin.html>

- Main residence in Berlin
- A personal interview is required
The interview should, if possible, take place by appointment.

Documents required

- Valid passport
- 1 current biometric photo
35mm x 45mm, frontal shot with neutral facial expression and closed mouth, looking straight into the camera, light background

https://www.berlin.de/labo/_assets/kraftfahrzeugwesen/foto-mustertafel.pdf

- Form "Antrag auf Erteilung eines Aufenthaltstitels" (Application for Issuance of a Residence Permit)
available in German, English, French, Italian, Greek, Turkish, Serbo-Croatian, Spanish, Portuguese and Russian
- Proof of secure livelihood
The following are accepted as proof:
 - * blocked account (Sperrkonto) at a German Bank with 10,032.00 euros or
 - * submission of a declaration of commitment by a third party on an official form or
 - * scholarship or
 - * notarized declaration from parents securing the livelihood for the duration of the studies with proof of the income of the parents in the last six months.
- Health insurance
Proof of a secure livelihood must also include sufficient health insurance.

Those with statutory health insurance are sufficiently insured. Those with private health insurance must consider the type and extent of their health insurance. For more information, please read the leaflet "Information for students on adequate health insurance".

- Contract with a language school or approval for study college
 - * Additionally with an intensive language course: Certification of the language school over a booked language course of at least 3 months
- Proof of main residence in Berlin
 - * Certificate of registration at the main residence or
 - * lease and written confirmation of occupancy from the landlordMore on the topic in the section "More information".

Forms

- Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, English, French, Italian
https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_asets/mdb-f72301-labo_agen1__antrag_engl_frz_ital_03_2017.pdf
- Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, Greek, Turkish, Serbo-Croatian
https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_asets/mdb-f72304-labo_agen2__antrag_griech_tuerk_sk_03_2017.pdf
- Antrag auf Erteilung eines Aufenthaltstitels (Application for Issuance of a Residence Permit) - in German, Spanish, Portuguese, Russian
https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_asets/mdb-f72307-labo_agen3__antrag_span_port_russ_03_2017.pdf
- Information for students on adequate health insurance
https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_asets/mdb-f400721-information_f__r_studierende_zur_krankenversicherung__englisch.pdf

Fees

- * 100.00 euros
- Turkish citizens:
- * From the age of 24 years: 37.00 euros
 - * Until the age of 24 years: 22.80 euros

Legal basis

- section 16b para. 1 Aufenthaltsgesetz - AufenthG
https://www.gesetze-im-internet.de/englisch_aufenthg/englisch_aufenthg.html#p0275

Average time to process request

Around 5-6 weeks

A personal visit four to six weeks before the existing temporary residence title expires is best. If possible you should book an appointment for this.

More information

- Certificate of registration at the main residence (Meldebestätigung)
<https://service.berlin.de/dienstleistung/120686/>
- Example: confirmation of occupancy from the landlord
https://www.berlin.de/formularverzeichnis/?formular=/labo/zentrale-einwohnerangelegenheiten/_assets/mdb-f402544-20161102_wohnungsgeberbestaetigung.pdf
- Information from the German Federal Foreign Office on the blocked account (Sperrkonto)
<https://www.auswaertiges-amt.de/en/sperrkonto/388600>

Responsible authority

This service can only be taken advantage of in the Berlin Immigration Office (Landesamt für Einwanderung - LEA) at Keplerstrasse.

Information on this location

LEA, Keplerstr.

Address

Keplerstraße 2
10589 Berlin

Mailing address

Friedrich-Krause-Ufer 24
13353 Berlin

Current information on this location

Bitte beachten Sie die Informationen auf unserer Website zur Bedienung ab dem 31.05.2021.

Sonstige Hinweise zum Standort

Payments are also possible by credit card (VISA, Mastercard and Maestro).

Barrier-free access

This facility is fully accessible to wheelchairs.
An elevator fully accessible to wheelchairs is available.
A WC fully accessible to wheelchairs is available.

Opening hours

Monday: By appointment only
Tuesday: By appointment only
Wednesday: By appointment only
Thursday: By appointment only
Friday: By appointment only

Changes in opening hours

To further contain the corona infection services will continue to take place in principle only by appointment.

- *Additional appointments are made available for urgent matters:*
- * For urgent cases the units B 1 and B 2 release daily short-term appointments online for Mondays and Tuesdays.
- * Furthermore, from the 2nd of May 2021 every Wednesday in the afternoon hundreds of fast lane appointments for the following Thursday at Keplerstraße will be released.

Information for customers with an appointment

- *We ask for your understanding for the following hygiene precautions:*
- * Entering our service building is only permitted with masks of the standards KN95 / N95 or FFP2.
- * We can't serve you if you are displaying symptoms of infection.
- * Please note: Due to current COVID-19 restrictions, access to our office buildings is limited only to customers with personal appointments. We kindly ask you - if possible - to come without accompanying persons to the appointment.

Public transportation

U-Bahn U 7 (Mierendorffplatz)

Bus M27 (Stop Keplerstraße)

Contact

Telephone: 90269-4000

Fax: 90269-4099

Internet: <https://www.berlin.de/einwanderung/en>

E-mail: <https://www.berlin.de/einwanderung/ueber-uns/kontakt/>

Payment methods

You can pay in cash or with a debit card (Girocard) (with PIN) at this location.

PDF downloaded on 16.10.2021