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# Berlin Immigration Office, Friedrich-Krause-Ufer

Landesamt für Einwanderung (LEA)

## Address

Friedrich-Krause-Ufer 24  
13353 Berlin

## Contact

Telephone: (030) 90269-4000

Fax: -

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

Contact form: <https://www.berlin.de/einwanderung/en>

## Barrier-free access



Elevators in the houses A and C

[Explanation of symbols \(https://service.berlin.de/hinweise/artikel.2699.php\)](https://service.berlin.de/hinweise/artikel.2699.php)

## Opening hours

Monday: 7:00 a.m. to 2:00 p.m. (by appointment only)

Tuesday: 7:00 a.m. to 2:00 p.m. (by appointment only)

Wednesday: 8:00 a.m. to 2:00 p.m. (by appointment only )

Thursday: 9:00 a.m. to 5:00 p.m. (by appointment only )

Friday: 8:00 a.m. to 12:00 p.m. (by appointment only)

## Transportation links

### S-Bahn

0.7km [S+U Westhafen](#)

S41, S42

### U-Bahn

0.6km [U Amrumer Str.](#)

U9

0.8km [S+U Westhafen](#)

U9

### Bus

0.3km [Quitowstr.](#)

123, M27

0.3km [Perleberger Brücke](#)

123, 142, M27, N40

## **Additional information**

- Payments are also possible by credit card (VISA, Mastercard) and contactless via smartwatch or smartphone.
- Photo booth and copier (fees apply) are available in the cash desk area (Building A, 1st floor).

## **Payment options**

Cash payment  
girocard (with PIN)

# Permanent settlement permit for children aged 16 years or older - application

You were born in Germany or moved to Germany with or to your parents as a child?  
And you have held a residence permit for at least 5 years?

Then, you will be granted a permanent settlement permit upon application if you meet the conditions listed under "Prerequisites".

## Procedure

1. Please note the following information before submitting an application:

- **Please use the Quick-Checks first (under "Do it online now")** to find out quickly and easily whether your application is likely to be successful.
- Check once again whether you meet all the requirements and have the documents and evidence listed in the "Documents required" section.
- The online application is extensive, so it will take some time to complete. However, you can interrupt the application at any time, save it temporarily and continue at a later date.

2. Carry out the online application „Niederlassungserlaubnis für Kinder (ab 16 Jahre)“

- Please have all the necessary documents ready for this in PDF format if possible. However, you can also still photograph and upload the documents during the application process using your smartphone or tablet. The following file formats are accepted: PDF, JPG, JPEG, and PNG. The total size of your files must not exceed 100 MB. A single file must not exceed 7 MB in size.
- Before you can send off the application, you need to pay the service fee.
- At the end you will receive a PDF document to confirm your application. This document will certify that your current residence title remains valid in the federal territory beyond the previous validity date. (This does not apply if you hold a Schengen visa (C visa) for a short-term stay).
- Please therefore make sure to save this document and print a copy if possible.

3. Once you have carried out the online application, we will check it and then contact you as soon as possible. Where necessary, we will request further documents.

4. If your application is considered to be successful, you will be given an appointment for an in-person interview.

- Because of the high number of applications, however, this can take some time. We ask you for your understanding and patience.
- Please bring all documents in the original specified in the invitation letter.

## Prerequisites

- **Aged 16 or over**

The permanent settlement permit can be issued at the earliest upon reaching

the age of 16.

Foreigners of legal age can also obtain a permanent settlement permit on this basis if their first residence permit was issued before they reached the age of 18.

- **5 years uninterrupted possession of the residence permit**

When they reach the age of 16, minors must already have held a residence permit for 5 years.

- **Training**

You are currently in training that leads to a recognised school, vocational or academic qualification.

This is generally assumed to be the case if the person has attended school properly and regularly or has properly completed a course of education/training in a company or institute of higher education.

Vocational preparation, basic vocational training or an internship do not lead to a recognised vocational qualification.

- **Without current training: Secured livelihood through your own income**

If you are not in training, you may not receive any of the following benefits:

- Benefits from a job center in accordance with the Second Book of the German Social Code II (Bürgergeld)
- Benefits from a social welfare office in accordance with the Twelfth Social Security Code (social assistance / Sozialhilfe)
- Youth welfare benefit in accordance with the Eighth Social Code

This requirement is waived if it can be proven that it cannot be met due to a physical, mental or psychological illness or disability. A specialist medical certificate is required for this.

- **From the age of 18: Sufficient German skills**

Sufficient German language skills corresponding to level B 1 of the Common European Framework of Reference for Languages (CEFR).

This requirement is waived if it can be proven that it cannot be met due to a physical, mental or psychological illness or disability. A specialist medical certificate is required for this.

- **Health insurance**

You have health insurance in Germany, either in the statutory health insurance system or a comparable private health insurance.

Foreign health insurance is not sufficient.

- **No indications of a threat to public safety or order**

- Fines alone can prevent the granting of a permanent settlement permit.
- An application for a permanent settlement permit may not be processed while investigation proceedings are ongoing.
- You pose no threat to the free democratic basic order or the security of the Federal Republic of Germany.
- You are not involved in acts of violence in pursuit of political or religious goals, do not publicly call for the use of violence and do not threaten to do so.

- **Main residence in Berlin**

You live in Berlin. A second residence in Berlin is not sufficient.

- **Current email address**

The Berlin Immigration Office will contact you via your current email address.

Please also check your spam folder regularly.

- **If you have not yet reached the age of 18: Application by parents or authorized representatives**

If you are still a minor, you may not yet apply for a permanent settlement permit yourself. A legal representative (usually your parents) must submit the application on your behalf.

- **For the online application: Consent to the electronic payment process**

The following methods of payment are available to you:

- Credit card (Visa, Mastercard)
- Paypal

## Documents required

- **Application for a permanent settlement permit for children aged 16 years or older (with Quick-Check)**

- only possible online
- You will receive a PDF document to confirm your application. This document will certify that your current residence title remains valid in the federal territory beyond the previous validity date. (This does not apply if you hold a Schengen visa (C visa) for a short-term stay).
- Please therefore make sure to save this document and print a copy if possible.

- **In the case of an application being filed by an authorised representative: power of attorney stating the subject matter of the procedure**

- **If the application is submitted by parents with joint custody of a minor child: Further documents relating to the other parent**

- signed declaration of consent
- Copy of the passport or identity card

- **Passport copies (in color)**

Copies of the data pages of your passport or passport replacement (with your photo and personal data) are required.

- **Copy of your current residence title**

- **Proof of training**

- for schoolchildren: all school reports and a current school attendance certificate
- for trainees: training contract, training certificates and a current certificate from the training position
- for students: current certificate of enrollment and proof of study progress (e.g. passed intermediate examinations, credit points, etc.)

- **If you have reached the age of 18: proof of sufficient German language skills corresponding to level B 1 of the Common European Framework of Reference for Languages (CEFR).**

In particular, the following certificates are possible:

- Language proficiency certificate at level B 1 of the Common European Framework of Reference for Languages or an equivalent or higher language diploma.
- Attendance at a German-speaking school and school report with a minimum grade of "sufficient" in German

- **If you are currently not completing any training: Proof of livelihood**

You are currently NOT in training that leads to a recognised school, vocational or academic qualification. Then please submit the following proof of livelihood.

- **If you or your parents are employed: Proof of livelihood**

- Employment contract,
- Proof of net salary for the last 6 months (wage slips, bank statements),
- current certificate from the employer (not older than 14 days) and
- Pension insurance history

- **If you or your parents work self-employed or freelance: Proof of livelihood**

- last tax assessment statement
- completed audit report form (Prüfungsbericht) together with the documents specified therein (the audit report must be completed by a tax consultant, auditor or tax agent) and
- certificate in tax matters from the tax office (see section "Further information") and
- For self-employed persons: extract from the commercial register or business registration (if no entry in the commercial register is required)
- For freelancers: Registration as a freelancer with the tax office and chamber of commerce entry (if required)

- **If you and your parents are not gainfully employed: Proof of livelihood**

For example:

- Assessment notice for Unemployment Benefit I (Arbeitslosengeld I)
- Pension assessment notice
- Proof of assets
- Notification of receipt of citizen's allowance (Bürgergeld) or social assistance
- Receipt of BAföG or vocational training allowance (Sozialhilfe)

- **Proof of other benefits**

Depending on your life situation, you may need to upload further proof for the online application, for example: Parental allowance, child benefit, housing benefit, child supplement, orphan's pension, integration bonus (Einstiegsgeld), proof of maintenance payments

- **Proof of health insurance in Germany**

- If you have statutory health insurance: electronic health card (copy front and back) or a current confirmation from the health insurance company
- In the case of private health insurance: certificate from the insurer regarding the scope and costs of the insurance in accordance with § 257 Para. 2a SGB V. Please point out to your insurer that you need the certificate for a permanent residence title.

- **Proof of the size and cost of the living space**

The floor space and the monthly rent or housing costs of your own property (house or apartment) must be demonstrated as follows.

In the case of a rental property:

- Tenancy agreement (without house rules or other annexes) and
- Proof of the current monthly costs (rent with utility costs included – "Warmmiete"), e.g. bank statements

In the case of an owned property:

- extract from the land register, third section,

- costs of the home-owner charges and
- possible monthly loan costs for the property
- **In the case of physical, mental or psychological illness or disability: Medical certificate**

## Forms

- **Audit report form (Prüfungsbericht) for self-employed and freelancers**  
([https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/\\_asets/pruefungsbericht\\_bis.docx](https://www.berlin.de/formularverzeichnis/?formular=/labo/zuwanderung/_asets/pruefungsbericht_bis.docx))

## Fees

For minors with a residence permit for family reasons

- 27.50 Euro: Processing fee (for the online application)
- 27.50 Euro: Issuing fee (for in-person appointments)

For minors with a residence permit for humanitarian reasons

- 28.25 Euro: Processing fee (for the online application)
- 28.25 Euro: Issuing fee (for in-person appointments)

For adults

- 56.50 Euro: Processing fee (for the online application)
- 56.50 Euro: Issuing fee (for in-person appointments)

For Turkish nationals up to the age of 24

- 11.40 Euro: Processing fee (for the online application)
- 11.40 Euro: Issuing fee (for in-person appointments)

For Turkish nationals as from the age of 24

- 18.50 Euro: Processing fee (for the online application)
- 18.50 Euro: Issuing fee (for in-person appointments)

**Note:** A refund of the processing fee is not possible in the event that the application is withdrawn if we have already begun to process the application (by examining the required residence time and/or the documents you sent or sending you an appointment for an in-person interview).

## Legal basis

- **Aufenthaltsgesetz (AufenthG) § 35**  
([https://www.gesetze-im-internet.de/englisch\\_aufenthg/englisch\\_aufenthg.html#p0902](https://www.gesetze-im-internet.de/englisch_aufenthg/englisch_aufenthg.html#p0902))

## Average time to process request

You will receive an appointment for an interview if your application is reviewed positively. At the appointment, you will receive written confirmation of lawful residence until issue of the appointed residence title.

Following the appointment, it will take at least 4 weeks until the permanent settlement permit is issued as a electronic residence title and can be picked up.

## More information

- **Common European Framework of Reference for Languages (CEFR)**  
(<https://www.europaeischer-referenzrahmen.de/>)
- **Certification of tax-related matters (service)**  
(<https://service.berlin.de/dienstleistung/324713/en/>)

## Average time to process request

[https://liste-antraege-bc01.bda.service.berlin.de/intelliform/forms/default/bda/LEA/Niederlassungserlaubnis\\_fuer\\_Kinder\\_Quick-Check/index](https://liste-antraege-bc01.bda.service.berlin.de/intelliform/forms/default/bda/LEA/Niederlassungserlaubnis_fuer_Kinder_Quick-Check/index)