

- **Application form***(fully completed and signed)
- **Passport**
- **Residence permit/Visa** (if applicable: with supplementary sheet, provisional document) and entry stamp for new arrivals.
- **Employment contract** or **bindung job offer**
- **Workplace and job description*** and **additional form A-D*** (if applicable) (fully completed by the employer)
- **prior approval letter from the Federal Employment Agency** (if available)
- **If applicable: other additional evidence** e.g. child benefit, child supplement, advance child support payments, pension income (also from your spouse).

Proof of qualification: e.g. certificates, proof of employment, drivers licence, diplomas etc.:
Academic degree (original):
 Proof of the equivalence of the degree and the university must be enclosed:
 an extract from [anabin](#) (H+ rating for the university and degree) or a [certificate evaluation](#)
 from the KMK | Central Office for Foreign Education (ZAB)

Proof of the equivalence of the degree and the university must be enclosed:
a notice of recognition from the competent authority, an extract from [anabin](#) or a [Digital Information on vocational education and training \(DAB\)](#) from the KMK | Central Office for Foreign Education Centre (ZAB).

Proof (original) of at least 3 years of professional experience within the last 7 years in the IT sector and a **curriculum vitae**: self-authored, signed, with no gaps and, in particular, a description of previous training and, if applicable, professional activity and a **motivation-letter**: this should outline the expectations associated with the planned stay and the expected professional and personal benefits as well as future plans.

- **Current confirmation of employment*** (fully completed by the employer)
- **Salary slips** (first month and the last two months)

[Anabin: <https://anabin.kmk.org> & KMK | ZAB: <https://zab.kmk.org>]

- **Professional licence** (if a licence is required).
- **Proof of adequate pension provision (if over 45 years old):** e.g. through own assets (financial resources of at least €216,481), pension entitlements acquired abroad and/or in

Checklist

Employment / EU Blue Card

Germany, a private insurance offer or life insurance (with a prospective monthly pension of €1,503.34), etc.

- **Rental agreement or proof of home ownership:**
 - Additional proof of the monthly rental costs (e.g. current account statement).
 - If you are not the main tenant (sublet), the landlord's authorisation is required.
- In the case of residential property, proof of the living space (e.g. on the basis of the purchase contract and floor plan) must be provided.
- **Proof of continuous sufficient health insurance coverage:**
 - In the case of a statutory health insurance: current insurance confirmation
 - In the case of private health insurance: confirmation of Annex 1 or 2* by the health insurance.
- **1x current biometric passport photo in digital form:**

You can take a photo at our self-service biometric station. Please allow 15 minutes before your appointment for this. The fee is €6. Alternatively: Digital passport photo with data matrix code.
- **Fees** are charged for the application at the appointment.

In certain cases, additional documents may be required.

Application

Please use our [online service](#) to submit your application.

***You can find our forms & checklists here:**



<https://welcome.hamburg.com/go/837568>

Please note (disclaimer):

This information is only intended to give you an initial indication and therefore does not claim to be complete. Although it has been compiled with the greatest possible care, no liability can be accepted for the accuracy of the content. This information alone does not constitute a claim to the granting of a residence permit. The applicable residence law is decisive.