

Checklist for a national Visa

purpose: family reunion of a minor to his custodian parents (or sole-custodian parent) in Germany

Before filling out the application form and booking the appointment for applying for the visa, please prepare the following documentation completely and carefully:

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Valid passport (issued within the passes 10 years and signed personally), with at least 2 empty pages
<input type="checkbox"/>	Completely filled out and signed application form , 2-times
<input type="checkbox"/>	Copy of the data page of your passport , 2-times
<input type="checkbox"/>	Motivation-letter , 2-times
<input type="checkbox"/>	birth-certificate in original, plus 2 copies
<input type="checkbox"/>	copy of passport of the German parent, 2-times in case of non-German parents: copy of passport and residence permit from Germany , 2-times
<input type="checkbox"/>	in case of divorced parents: proof of sole custody (legalized)
<input type="checkbox"/>	3 current, identical and biometric passport-pictures (not older than 3 months)
<input type="checkbox"/>	Taiwanese ID-card or ARC, plus 2 copies
<input type="checkbox"/>	Usually on request, shortly before the visa is issued: - intended date of entry - Proof of health-insurance, in original plus 2 copies

For applications of minors, it is **necessary that both custodial parents and the minor appear to their appointment in person!**

Please prepare two complete sets of the above mentioned documentation and also bring the originals. **Please do NOT staple any documents!**

In case of documents cannot be presented in **English or German**, a relevant translation has to be enclosed (in original plus two copies).

Please note that the German Institute reserves the right to **request additional documentation in individual cases.**

Your application will be sent off to the relevant authorities in Germany for processing. **The approximate processing takes about 8-10 weeks. The processing time is depending on the individual case. The German Institute is not in the position to influence or speed up the processing time in any way.**

Only complete application can be processed. We reserve the right to reject incomplete applications.

We kindly ask to not contact us for any status updates during the processing time and thank for understanding that inquiries of these kinds cannot be answered. As soon as the authorities in Germany finished processing the application, we will immediately get in contact with you visa email.

The submission of the above mentioned documentation does not guarantee the issuance of a visa!

The visa-fee is 75,- € payable in the equivalent in Taiwan Dollar in cash or via credit card.

After handing over the application, no fees can be refunded.

Family members of German or EU-citizens are exempted from paying the visa-fee!

Important notice:

After entering Germany with your visa, you have to register at the local town hall and book an appointment at your local alien's authority!