

**Checklist for a German national visa**  
**- family reunion for children to join one or both parents in Germany -**

Before filling out the application form and booking an appointment, please prepare the following documentation for your visa:

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Valid <b>passport</b> (issued within the last 10 years and valid for at least another year as of date of visa application; passports with observations regarding name, date of birth, place of birth and sex cannot be accepted); passport must have at least two empty pages
<input type="checkbox"/>	<b>Application form &amp; declarations</b> duly signed
<input type="checkbox"/>	<b>Personal covering letter from the parents</b> explaining the exact purpose and duration of stay
<input type="checkbox"/>	<b>Copy of <u>all</u> pages of your passport</b> (A4 size copy)
<input type="checkbox"/>	<b>Copy of <u>all</u> pages of parents' passport</b> (A4 size copy)
<input type="checkbox"/>	<b>Certificate of residence ("Meldebescheinigung")</b> of the parent(s) living in Germany, <u>not</u> older than 6 months
<input type="checkbox"/>	<b>Copy of parents' residence permit</b> , if applicable
<input type="checkbox"/>	<b>Birth certificate</b> issued under the "Births and Deaths Registration Act", 1969
<input type="checkbox"/>	<b>All school certificates</b>
<input type="checkbox"/>	<b>Proof of marriage of parents:</b> a) if the marriage was performed according to the Hindu Marriage Act: - marriage certificate (registration) - temple certificate from the Mandir / Gurudwara - conversion certificate, if applicable - several photographs showing that the essential rites have been performed  b) if the marriage was performed according to Shariat Law: - Nikahnama - Marriage certificate (registration) - conversion certificate, if applicable - several photographs (i.e. bridal couple signing Nikahnama, Kazi, witnesses)  c) if the marriage was performed according to Special Marriage Act ("Court Marriage", "civil marriage"): - Certificate of Marriage according to Section 13 Special Marriage Act - if available photographs of marriage or function  d) if the marriage was performed according to the Christian Marriage Act: - marriage certificate issued by licensed Church - conversion certificate, if applicable  e) if the marriage did not take place in India or Germany: marriage certificate with apostille
<input type="checkbox"/>	<b>Divorce judgment and decree of parents</b> , if applicable

<input type="checkbox"/>	<b>Death certificate of parent</b> , if applicable
<input type="checkbox"/>	<b>If one parent continues to reside permanently in India:</b> - in case parents are divorced, parent in Germany needs to prove <b>sole custody</b> (e.g. <b>custody order in divorce decree, custody decree</b> ) <b>Or</b> - in case parents are still married, <b>declaration of consent by parent residing in India</b> , declaration needs to be signed in person at the German Mission, <b>Only applicable for family reunion with a non-German national!</b>
<input type="checkbox"/>	<b>Proof of German knowledge (C1 level)</b> for minors aged 16 – 18, if they apply for a family reunion with a non-German national
<input type="checkbox"/>	Copy of the valid <b>employment contract and salary slips of the last three months</b> of the parent living in Germany, mandatory if parent is an EU citizen (except German citizens)
<input type="checkbox"/>	<b>4 passport pictures</b> according to biometric specifications, not older than 6 months
<input type="checkbox"/>	<b>Demand Draft for visa fee</b>
<input type="checkbox"/>	<b>Demand Draft for verification of documents</b> , unless all documents have been verified before <a href="#">Click here</a> to find out about the charges for the verification of all documents of Indian origin. The verification procedure will be initiated and carried out by the Embassy or the locally competent Consulate. The process of verification takes between 8 to 12 weeks.

Please prepare two identical application sets with the above-mentioned documents and bring your original certificates along. Please DO NOT staple any documents.

Minors have to be accompanied by their legal guardian or third person duly authorized by the legal guardian by presenting a written authorization attested by a German notary public together with a valid photo-ID.

In case a document is not written in German or English, it has to be submitted together with an English translation.

Please note that the German Missions reserve the right to ask for additional documents or the verification of certificates, for which additional fees would be charged.

As the application will be forwarded to the competent immigration authorities in Germany, processing will take at least three months. Please be informed that regular status enquires during the first three months after your application can not be answered.

Please ensure that the applicant has family health cover through the parent. Until health cover has been established you might want to take out a travel health insurance (Kindly refer to [www.india.diplo.de/visa](http://www.india.diplo.de/visa) to find out about the travel health insurances accepted).

Submission of the above-mentioned documents does not guarantee that a visa is granted. Submission of incomplete documentation or refusal to appear for a visa interview may result in the rejection of your application.

For further information please refer to [www.india.diplo.de/visa](http://www.india.diplo.de/visa).

as of 11<sup>th</sup> April 2016