

**Checklist for a German national visa**  
**- family reunion for parent to German child -**

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

|                                     |  |
|-------------------------------------|--|
| <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 cover letter</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>Child's birth certificate</b> , if applicable   |
| <input type="checkbox"/>            | <b>Copy of child's passport, if available or German parent's passport</b> (A4 size copy)   |
| <input type="checkbox"/>            | <b>Certificate of residence ("Meldebescheinigung")</b> of the child or parent living in Germany, <u>not older than 6 months</u>  |
| <input type="checkbox"/>            | <b>Proof of parentage of child</b><br>- <b>Acknowledgement of paternity</b> , if parents were not married to each other when the child was born<br>or<br>- <b>proof of marriage of parents</b> , please refer to checklist for family reunion for spouses  |
| <input type="checkbox"/>            | <b>Declaration of joint custody</b> , if parents are not married   |
| <input type="checkbox"/>            | <b>Applicant's birth certificate</b> issued under the "Births and Deaths Registration Act", 1969   |
| <input type="checkbox"/>            | <b>Matriculation Certificate</b> or Middle School Board Certificate or school leaving certificate including the date of birth  |
| <input type="checkbox"/>            | <b>Proof of Residence in India</b> (Ration card of the applicant covering the past 4 years or Aadhaar Card (unique identification card) or Voter's ID)   |
| <input type="checkbox"/>            | <b>4 passport photographs</b> according to biometric specifications, not older than 6 months   |
| <input type="checkbox"/>            | <b>Demand Draft for verification of documents</b> , unless all documents have been verified before<br><br><a href="#">Click here</a> to find out about the charges for the verification of all documents of Indian origin.<br><br>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.

In case a document is not written in German or English, it has to be submitted together with a 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 your application will also 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 you have family health cover through your child. 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 3<sup>rd</sup> August 2015