



Servicestelle für Zuwanderung und Einbürgerung

Department for
international students,
scientists and researchers





LOCAL JURISDICTION

- Which foreigners authority is responsible for you?
- Registration process for munich residents



HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

- Contact form
- Servicehotline



RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements
- Application process within the city of munich
- validity
- Working
- Changig your study subject and/or university



LOCAL JURISDICTION

Which foreigners authority is responsible for you?

1. Step: **adress registration** (deadline: 14 days after arrival!)
 2. Step: application for **residence permit**
- the local jurisdiction depends on your [place of residence](#)
 - for residents of Munich:

Kreisverwaltungsreferat München
Ruppertstr. 19
80337 München
Entrance C






LOCAL JURISDICTION

Address registration process for
munich residents only

Registration munich

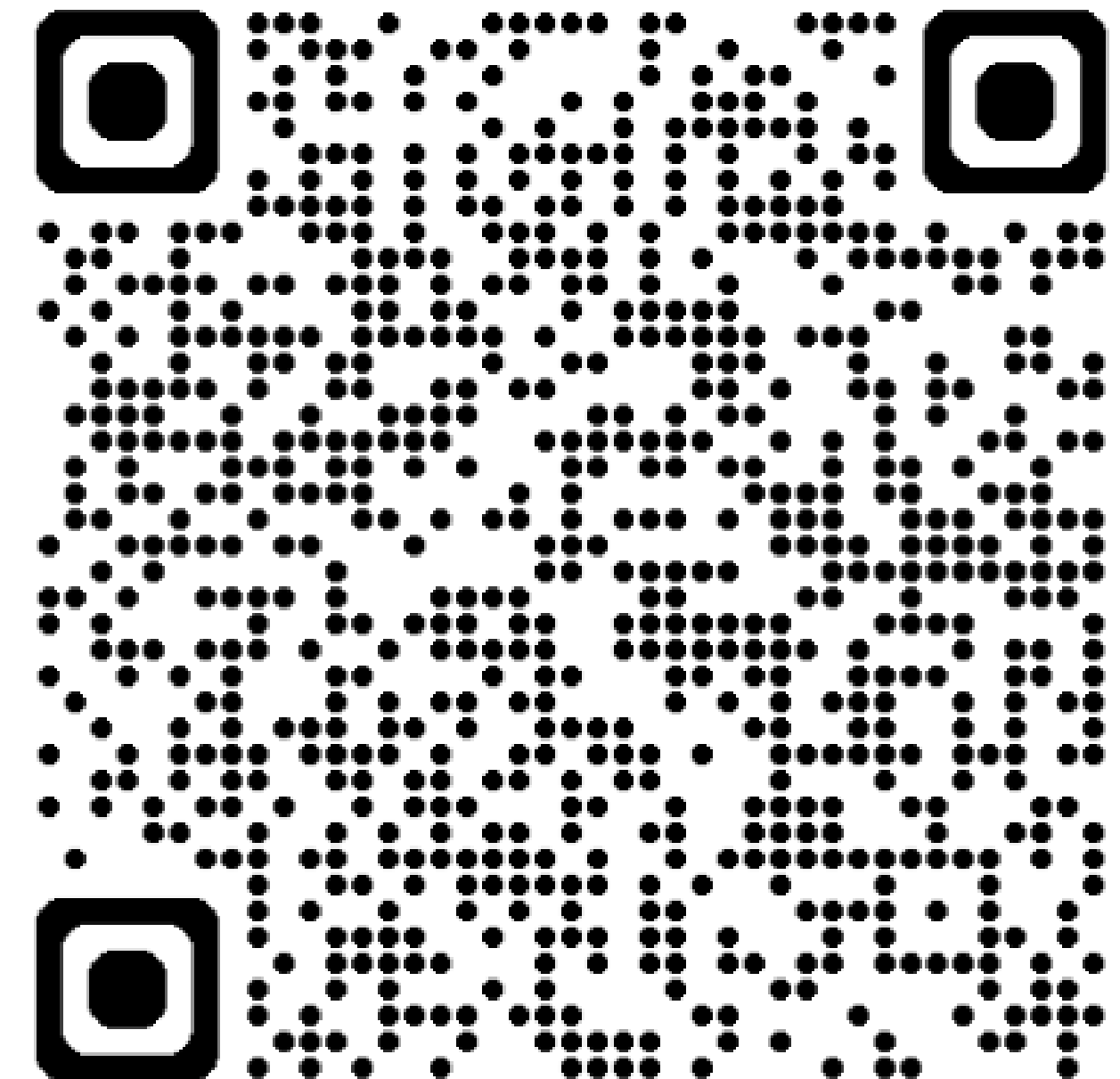
Alle Bilder News Videos Bücher Finanzen Web Suchfilter

Jetzt geöffnet Top-Bewertung Rollstuhlgerechter Eingang Address Adele KVR

 muenchen.de
<https://stadt.muenchen.de> › info · Diese Seite übersetzen

Residence Registration - Landeshauptstadt München

Residence **Registration**. When moving to **Munich** to take up permanent residence, you must **register** your address within two weeks of your arrival.





LOCAL JURISDICTION

Step 1 : Adress registration process for munich residents only



The screenshot shows the official website of Munich (muenchen.de). The main navigation bar includes categories like City hall, Events, Culture, Leisure, Sights, Hotels, Transportation, Jobs, Living, and Citizen service. The current page is titled "Register or re-register your place of residence". It features a search bar, a language selector (English), and a breadcrumb trail: Home > Registration data and ID cards > Relocation and data change > Register or re-register your place of residence. The main heading is "Register or re-register your place of residence". Below this, there are accessibility options: Simple language, Read aloud, and Sign video. A text block states: "If you move to Munich, you must register as soon as possible - even if you are re-registering within the city. The law stipulates 14 days." A yellow arrow points to a blue button labeled "Register online" with a right-pointing arrow, and a white button labeled "Contact points" with a downward-pointing arrow. Below the main content, there is a "Course description" section and a "Content of the page" sidebar. The sidebar lists: Course description, Prerequisites, Required documents, Duration and costs, Questions & Answers, Legal basis, Links and downloads, and Contact points. An information icon is visible at the bottom left of the page.

Register or re-register your place of residence

Simple language | Read aloud | Sign video

If you move to Munich, you must register as soon as possible - even if you are re-registering within the city. The law stipulates 14 days.

[Register online](#) → [Contact points](#) ↓

Course description

You can register or re-register your place of residence either online or in person at one of the citizens' offices. When registering in person, you must appear in person - but you can also authorise an authorised person to do so.

The online service is only available for main residences. It is not possible to register or re-register secondary residences online.

Content of the page

- Course description
- Prerequisites
- Required documents
- Duration and costs
- Questions & Answers
- Legal basis
- Links and downloads
- Contact points



LOCAL JURISDICTION

How can I determine the responsible authority for my application?

<https://bamf-navi.bamf.de/de/Themen/Behoerden/>



The screenshot shows the BAMF navigation tool interface. On the left, there is a search form with the following fields and options:

- Behörden**: A dropdown menu for selecting the type of authority.
- Suchmaske**: A dropdown menu for selecting the search mask.
- Art der Behörde**: A dropdown menu for selecting the type of authority (e.g., BAMF-Außenstelle, Regionalkoordinatoren, Ausländerbehörde).
- Zuständigkeit**: A dropdown menu for selecting the responsible authority (e.g., Bitte wählen*).
- Suche**: A search input field with a placeholder "PLZ, Region, Ort oder Adresse".
- Entscheidend für die Zuständigkeit ist Ihr Wohnort, nicht Ihr aktueller Standort.**
- * Pflichtfelder bitte ausfüllen**
- Ergebnis-Tabelle**: A toggle switch for displaying the search results table.
- Karte**: A toggle switch for displaying the map.
- Schließen**: A button to close the search form.

On the right, there is a map of Germany with a search result highlighted in a blue box: **Karte ohne Suchergebnis**. The map shows various cities and regions across Germany, including Hamburg, Berlin, Frankfurt, and Köln.

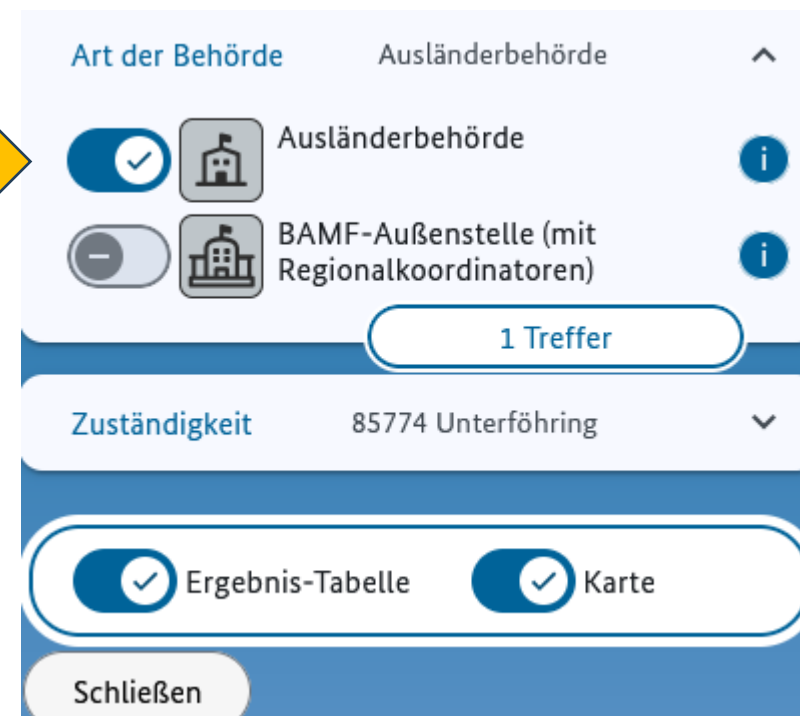


HOW TO GET INFORMATIONS TO YOUR LOCAL FOREIGNERS OFFICE

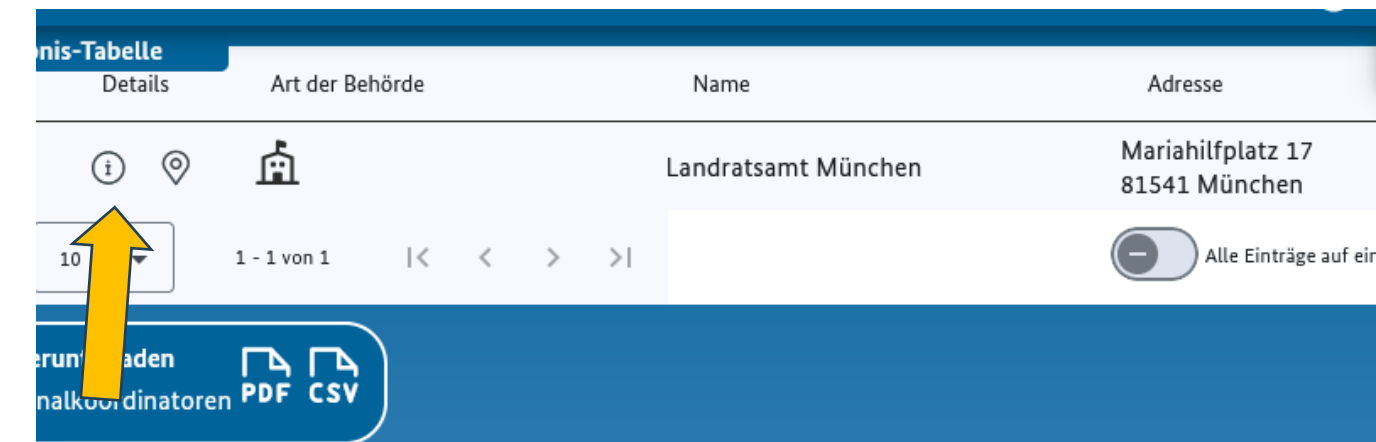
1.



2.

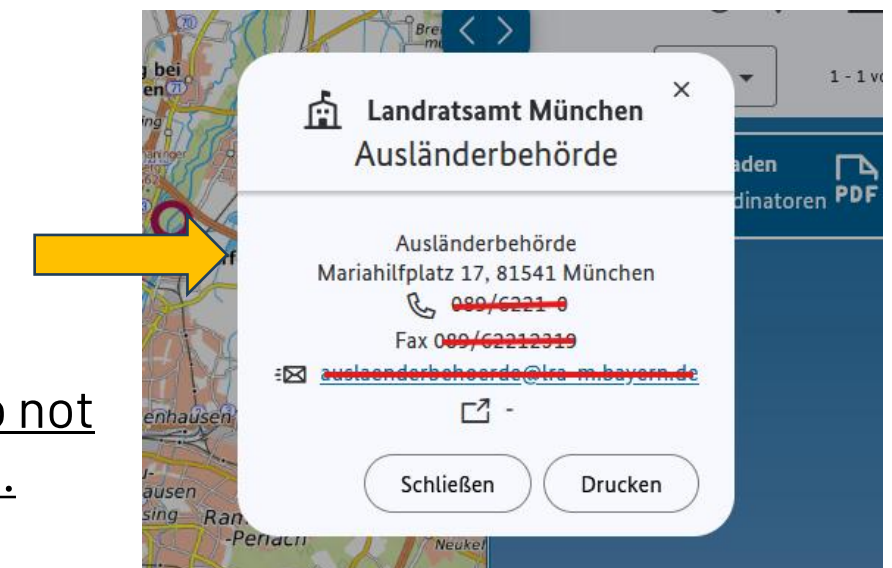


3.



4.

Please do not contact the Landratsamt München if you do not staying in the area of responsibility. This is just an example.





LOCAL JURISDICTION



- Which foreigners authority is responsible for you?
- Registration process for munich residents



HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

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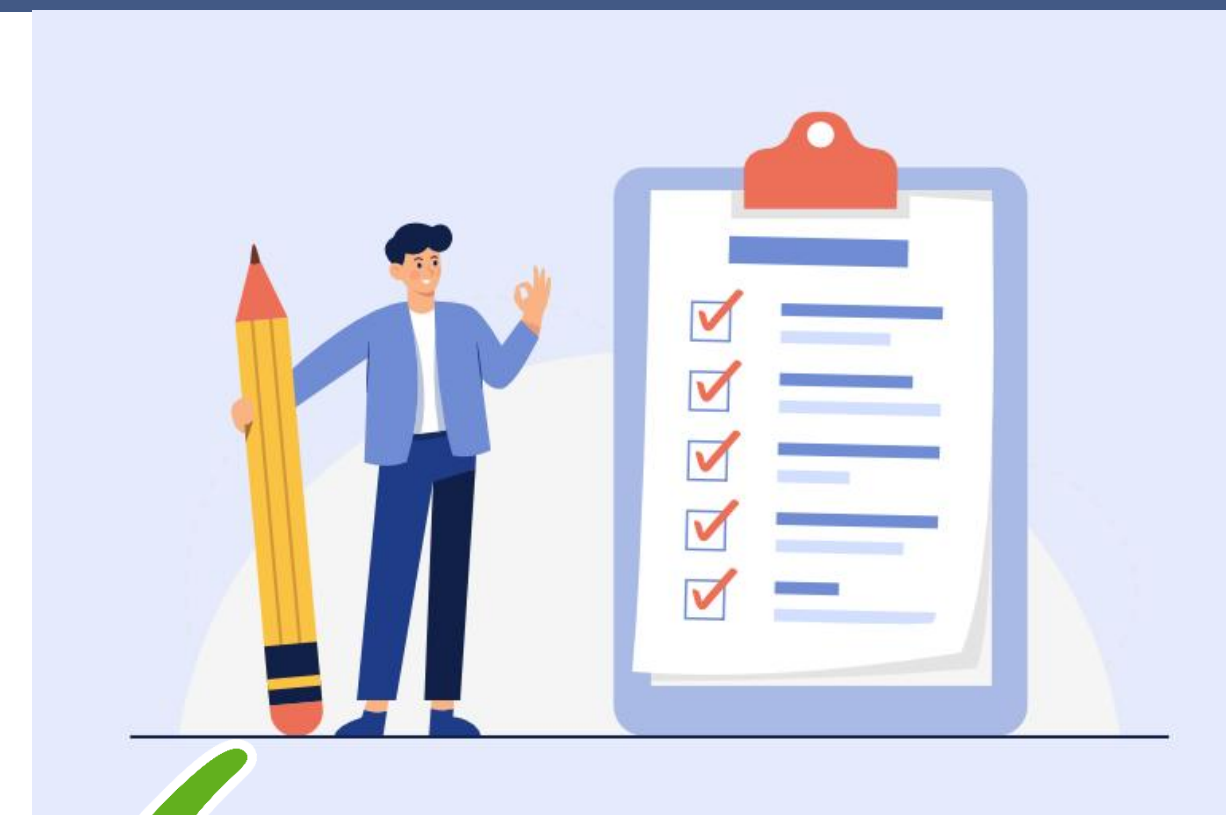
RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements
- Application process within the city of munich
- validity
- Working
- Changig your study subject and/or university
- What happens if I am exmatriculated?

RESIDENCE PERMIT FOR STUDY PURPOSES (NON EU CITIZENS)

- Requirements for
Step 2: [Residence Permit](#)

- **address registration** ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form for **residence permit** (completed and signed)
- Proof of secure livelihood
- Health insurance
- Enrollment at a state university





RESIDENCE PERMIT FOR STUDY PURPOSES

- application form

Which application form is the right one?

- for residents of munich:
application form

- for residents of other cities and districts:

Please contact your local immigration office for more information

eingegangen am: _____

vorgelegt von: _____

 Landeshauptstadt
München
Kreisverwaltungsreferat
Hauptabteilung II Einwohnerwesen
Ausländerangelegenheiten
Ruppertstraße 19
80466 München

Antrag auf Erteilung bzw. Verlängerung eines Aufenthaltstitels

Application for issue or prolongation of residence permit

- in Form der / as Aufenthaltserlaubnis
 Blaue Karte EU
 ICT-Karte Mobiler-ICT-Karte
 Niederlassungserlaubnis Erlaubnis zum Daueraufenthalt - EU

1. Angaben zur Person / Personal data

Familienname / Surname		Vorname(n) / First name(s)	
Frühere Namen (Geburtsname; frühere Ehenamen) / Former name(s) (maiden name; former married names)			Geschlecht / Sex <input type="checkbox"/> männlich / male <input type="checkbox"/> weiblich / female <input type="checkbox"/> divers / divers
Geburtsdatum / Date of birth	Geburtsort / Place of birth	Geburtsland / Country of birth	
aktuelle Staatsangehörigkeit(en) / current nationality(ies)		frühere Staatsangehörigkeit(en) / former nationality(ies)	
Familienstand / Marital status <input type="checkbox"/> ledig / single <input type="checkbox"/> verheiratet / eingetrag. Partnerschaft / married / registered partnership <input type="checkbox"/> verwitwet / widowed <input type="checkbox"/> getrenntlebend / separated <input type="checkbox"/> geschieden / Partnerschaft aufgehoben / divorced / partnership annulled <small>seit / since</small>			
Größe / Height cm	Augenfarbe / Eye colour <input type="checkbox"/> blau / blue <input type="checkbox"/> braun / brown <input type="checkbox"/> grün / green <input type="checkbox"/> grau / grey <input type="checkbox"/>		

2. Angaben zur Einreise und zu Voraufenthalten / Data concerning arrival and previous stays

Erstmalige Einreise in das Bundesgebiet First date of arrival in Germany	Ohne Unterbrechungen in Deutschland seit Since when have you been residing in Germany without interruption?
Auslandsaufenthalte von mehr als sechs Monaten Stays in a foreign country exceeding six months von / from _____ bis / until _____ von / from _____ bis / until _____	Frühere Aufenthalte in Deutschland Former stays in Germany? von / from _____ bis / until _____ von / from _____ bis / until _____
Wurden Sie bereits aus Deutschland oder einem anderen Schengen-Staat ausgewiesen, abgeschoben oder zurückgeschoben? Have you already been expelled or deported or repelled from Germany or any other Schengen state?	<input type="checkbox"/> ja, am / yes on _____ durch Behörde / by authority <input type="checkbox"/> nein / no
Wurde bereits ein Antrag auf Aufenthaltstitel abgelehnt? Has already been denied an application of a residence permit?	<input type="checkbox"/> ja, am / yes on _____ durch Behörde / by authority <input type="checkbox"/> nein / no
Wurde ein Einreiseantrag abgelehnt? Has already been denied an entry visa?	<input type="checkbox"/> ja, am / yes on _____ durch Behörde/Botschaft / by authority/embassy <input type="checkbox"/> nein / no
Sind Sie bereits strafrechtlich in Erscheinung getreten oder wird derzeit wegen Verdachts auf eine Straftat gegen Sie ermittelt? Do you have a criminal record or are preliminary proceedings against you pending?	<input type="checkbox"/> ja / yes <input type="checkbox"/> in Deutschland / in Germany <input type="checkbox"/> im Ausland / abroad <input type="checkbox"/> nein / no wegen / cause for conviction _____ Art und Höhe der Strafe / kind and amount of penalty/fine _____



RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed) ✓
- Proof of secure livelihood
- Health insurance
- Enrollment at a state university





RESIDENCE PERMIT FOR STUDY PURPOSES



- Proof of secure livelihood
- available money per month (2025: EUR 992,-) (this amount increases annually)
or
- translated and notarized declaration from parents, securing the livelihood
or
- formal obligation (Verpflichtungserklärung) §68 Residence Act
or
- savings account or blocked account at a german bank with EUR **11.904,-**
or
- confirmation of scholarship (e.g. DAAD)



RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed) ✓
- Proof of secure livelihood ✓
- Health insurance
- Enrollment at a state university





RESIDENCE PERMIT FOR STUDY PURPOSES

- Health insurance

- **No travel insurance**
- Benefits comparable to a statutory health insurance

for the application:

- Copy of the health insurance card or
- Proof of membership of a health insurance company



RESIDENCE PERMIT FOR STUDY PURPOSES

- Requirements

- residence registration ✓
- Valid national passport ✓
- Valid national visa (Germany) and entry stamp ✓
- application form (completed and signed) ✓
- Proof of secure livelihood ✓
- Health insurance ✓
- Enrollment at a state university ✓





RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within the city of munich for the [residence permit](#)



CityHall ▾ Events Culture, Leisure Sights Hotels Transportation Jobs Living

Home > [Residence permit - Study](#) > Kreisverwaltungsreferat

Residence permit - Study

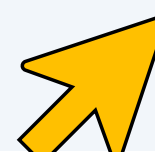
Deutsch | Read aloud

You are not from an EU country, Norway, Iceland, Liechtenstein or Switzerland and would like to study in Munich? Then you need a residence permit.

[Apply online](#) →

[Contact form](#) →

[Contact](#) ↓





Aufenthalt für Studienzwecke



Information

Sie wollen eine Aufenthaltserlaubnis zu einem der folgenden Themen beantragen:

- » [Aufenthaltserlaubnis zur Studienvorbereitung \(nur Erstantrag\)](#)
- » [Aufenthaltserlaubnis zum Studium \(Erstantrag und Verlängerung\)](#)
- » [Aufenthaltserlaubnis zur Promotion \(Erstantrag und Verlängerung\)](#)
- » [Arbeitsplatzsuche nach dem Studium \(nur Erstantrag\)?](#)

Datenschutzerklärung

Um Ihre Angaben zu bearbeiten, benötigen wir von Ihnen personenbezogene Daten. Diese Daten erheben wir nur im notwendigen Umfang. Wir halten uns an die Datenschutzgesetze und geltenden Vorschriften. Weitergehende Informationen finden Sie in der [Datenschutzerklärung](#) zu dem von Ihnen gewählten Online-Dienst der Landeshauptstadt München. Bitte beachten Sie dazu auch die [Hinweise zum Datenschutz](#) im Impressum der Landeshauptstadt München.

Haben Sie dieses Formular bereits einmal ausgefüllt und gespeichert?

Dann können Sie das nachfolgende Formular mit zuvor gespeicherten Angaben fortsetzen. Klicken Sie dazu auf [Datei zum Hochladen auswählen](#) und suchen Sie die .html-Datei mit den betreffenden Formulardaten, die Sie zuvor auf Ihrem Computer gespeichert haben.

Klicken Sie dann auf [Starten](#).

Datei zum Fortsetzen:



Datei zum Hochladen auswählen...

Vorgang starten

Klicken Sie auf [Starten](#), um das Formular Schritt für Schritt online auszufüllen.

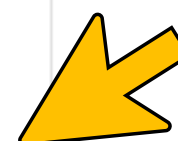
Sie erhalten ein fertig ausgefülltes Dokument als PDF-Dokument für Ihre Unterlagen.



Abbrechen



Starten



Unfortunately, the application guide is currently only available in German.

We must ask you to use it anyway in order to receive your application documents in the correct form.



RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within the city of Munich

An application for a residence permit has a **fictitious effect**.

This means that your current **visa continues** to be valid or your stay **is permitted until the decision of the immigration authority**
if you applied before your prior residence permit expired.



Which countries can enter the Schengen Area without an entrance visa to apply for a residence permit for study purposes: §41 AufenthV

Privileged countries:

- Canada
- Republic of Korea
- United States of America
- Japan
- Israel
- Australia
- New Zealand
- Brazil
- Honduras
- El Salvador
- Vereinigte Königreich (UK)

- Monaco
- Andorra
- San Marino



**Please take into consideration to apply for the
residence permit within the first 90 days after arrival
and adress registration!
Otherwise your stay is not permitted.**

Applicants from any other country are obligated to have a visa for study purposes. This does not apply for citizens of the European Union or countries on the last slide (p. 18)!

Please contact the German embassy in your country for an appointment for consultation or application.

Some examples are:		
India	Pakistan	Mexico
China	Indonesia	Turkey
Russia	Georgia	Albania
South Africa	Namibia	Ghana
Bangladesh	Egypt	Tunesia
Argentina	Chile	Serbia
Vietnam	Thailand	...





Fiktionsbescheinigung according to § 81 AufenthG

- 3 -

Die Inhaberin/der Inhaber dieser Bescheinigung hat bei genannter Behörde die Erteilung/Verlängerung eines Aufenthaltstitels beantragt.*

Bis zur Entscheidung der Ausländerbehörde über diesen Antrag gilt

- der Aufenthalt als erlaubt (§ 81 Abs. 3 Satz 1 AufenthG),*
- die Abschiebung als ausgesetzt (§ 81 Abs. 3 Satz 2 AufenthG),*
- der Aufenthaltstitel als fortbestehend (§ 81 Abs. 4 AufenthG).*

Erlaubnisfiktion

Die Inhaberin/der Inhaber genügt mit dieser Bescheinigung nicht der Passpflicht.

Fortgeltungsfiktion die Dokumentation eines Aufenthaltsrechts nach dem FreizügG/EU oder dem Abkommen EU-Schweiz beantragt, das hiermit vorläufig bescheinigt wird.*

*Nicht Zutreffendes bitte streichen

Diese Bescheinigung wird mit Ablauf des im Klebeetikett (Seite 5) genannten Gültigkeitsdatums ungültig.

- 4 -

Diese Bescheinigung gilt nur in Verbindung mit

Bezeichnung des Identitätsdokumentes

ausgestellt am

von Behörde, Staat

Serien-Nr.

Landeshauptstadt München, München

Ausstellende Behörde (Bezeichnung, Ort)

Im Auftrag
08-10-24
Datum, Unterschrift



RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within the city of Munich

Can I receive confirmation of this when I submit my application?

Ich habe die Datenschutzerklärung und die [Hinweise zur elektronischen Kommunikation](#) zur Kenntnis genommen. *

Hiermit bin ich damit einverstanden, dass meine eingegebenen Daten für die Bearbeitung des Antrages verwendet werden. *

Ich nehme zur Kenntnis, dass ich nach dem Einreichen meines Anliegens eine Bestätigung darüber herunterladen kann. *

Powered by it@M



RESIDENCE PERMIT FOR STUDY PURPOSES

- Application process within the city of Munich

Aufenthalt für Studienzwecke





Einreichen erfolgreich

Vielen Dank für die Übermittlung Ihres Anliegens. Bitte berücksichtigen Sie, dass wir einige Zeit für die Bearbeitung benötigen.

Sie erhalten in Kürze eine Bestätigung per E-Mail.

Dokument:

 PDF *PDF-Antrag.pdf* (213 KB) 

Klicken Sie auf  **Speichern...**, wenn Sie dieses Anliegen als Vorlage auf Ihrem Computer speichern möchten.

Wie hat Ihnen dieser Online-Dienst gefallen?

Dürfen wir noch um eine Minute Ihrer Zeit bitten, um unser Angebot weiter zu verbessern?

Bitte klicken Sie auf unser [Feedback-Formular](#) für eine kurze Rückmeldung. Vielen Dank!



Speichern...



Beenden



RESIDENCE PERMIT FOR STUDY PURPOSES

- I would like to stay abroad for more than six months, what should I do?

- **The residence permit expires automatically if you stay abroad for more than 6 months.**
- Application for a re-entry certificate

possible for:

- an exchange program abroad (up to 2 semesters)
- urgent personal or study-related reasons
- **please apply before leaving Germany (Otherwise: new VISA)**



RESIDENCE PERMIT FOR STUDY PURPOSES

- working

- employment up to 140 or 280 half days per calendar year without separate permission (so called „working days account“)
- You are obligated to not exceed the 140 days, there is no physical account being managed by the student department
- self-employed or work as a freelancer is not possible within the 140 day regulation



RESIDENCE PERMIT FOR STUDY PURPOSES

- working

- **Every work day up to 4 hours is a half day**
- employment as a **student assistant (usually scientific assistant)** at the university or at another academic institution is not credited to your working days account and there is no need of separate permission
- **internships being a mandatory part of your university studies** without separate permission
- **for all other internships** you need to use your 140 days



RESIDENCE PERMIT FOR STUDY PURPOSES

- working

I would like to work more than 140 days a year?

- You cannot work more than 140 days per year.

Exception: Financial hardship through no fault of your own.

Can I spend the 140 days working for different companies?

- Yes, you can – but in total not more than 140 days.



RESIDENCE PERMIT FOR STUDY PURPOSES

- Changing your study subject and/or university

1st to 3rd semester

- a one-time change is usually possible
- any change must be approved by the student department
- indication without delay, but at the latest within 14 days after the new enrollment
- certificate of enrollment
- proof of academic achievement (performance records)

from 4th semester

- a change is only possible after an individual evaluation
- detailed statement about the reasons for the change and the further planned study courses
- e.g. recognition of courses of study is of advantage
- any change must be approved by the student department
- indication **before** the new enrollment



RESIDENCE PERMIT FOR STUDY PURPOSES

- I have been exmatriculated –
what do I have to do?

Exmatriculation alone **has no direct effect** on the validity of the residence permit.

However, you **must report being exmatriculated** to the student department.

We will then decide whether you can keep your residence permit or whether it will be revoked or changed.

Please note that there may be variations depending on the additional provisions of your residence permit.



WHAT IS NEXT?

- I received my degree and I am curious about the new opportunities in Germany.
- What I am eligible to apply for ?

- Application for Job Seeking Visa (§20 AufenthG)
 - Application for the Blue Card (§18g AufenthG)
 - Application for the working visa (§18b AufenthG)
- Application for postgraduate or doctoral (PhD) studies
- Application for another study visa (bachelor, master) (§16b AufenthG)





LOCAL JURISDICTION



- Which foreigners authority is responsible for you?
- Registration process for munich residents



HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

- Contact form
- Service hotline



RESIDENCE PERMIT FOR STUDY PURPOSES



- Requirements
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HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

- Contact form

Residence permit - Study

Deutsch | Read aloud

You are not from an EU country, Norway, Iceland, Liechtenstein or Switzerland and would like to study in Munich? Then you need a residence permit.

[Apply online](#) → [Contact form](#) → [Contact](#) ↓

You can use the contact form for the following requests:

- general questions
- Submission of documents for an application that has already been submitted



HOW DO I GET IN TOUCH WITH THE STUDENT DEPARTMENT?

- Servicehotline

If you have general questions or questions about your application, you can also contact our service hotline.

Open telephone hours:

- Monday 7.30 bis 15.30 Uhr
- Tuesday 7.30 bis 15.30 Uhr
- Wednesday 7.30 bis 15.30 Uhr
- Thursday 7.30 bis 15.30 Uhr
- Friday 7.30 bis 13 Uhr



Servicetelefon Ausländerbehörde

 [+49 89 233-96010](tel:+498923396010)

