



### **Visa to work as an au-pair**

Persons aged 18 or over but under the age of 27 can be granted a visa to work as an au-pair for a period of at least six months and not longer than twelve months. The aim of au-pair stays is to improve language skills and broaden horizons by getting to know the host country. Only one au-pair stay in Germany is possible.

The visa must be approved by the Federal Employment Agency and, where applicable, the competent foreigners authority in Germany. The visa can only be issued when this approval has been received. Processing time is as a rule less than 8 weeks but can take longer in individual cases.

### **Required documents:**

Please make sure to prepare 2 complete sets of the following documents collated in the order listed below and bring them to your appointment. Missing documentation delays the procedure and can result in your application being rejected.

- 2 filled and signed application forms incl. declaration acc. 54 AufenthG
- Valid and personally signed passport with at least two completely empty pages – 2 copies of the passport's data page
- 2 biometric passport pictures, not older than 6 months
- Residence permit (card) in Denmark – original + 2 copies. Please copy the front and back of the residence permit.
- Proof of address in Denmark, e.g. yellow health insurance card or residence certificate from Danish Borgerservice, not older than 2 months – original + 2 copies
- Signed au-pair contract based on the specimen contract published by the Federal Employment Agency ([https://www.arbeitsagentur.de/datei/aupair-vertrag\\_ba013161.pdf](https://www.arbeitsagentur.de/datei/aupair-vertrag_ba013161.pdf)) (original and two (2) copies) A printout or fax copy will be accepted if the au-pair post was offered through an agency with RAL Gütezeichen (Quality Mark)
- Certificate of residence (Meldebescheinigung) of host family
- Au-pair questionnaire (Fragebogen der Gasteltern) completed by host family: [https://con.arbeitsagentur.de/prod/apok/ct/dam/download/documents/AuPair-Fragebogen\\_ba013162.pdf](https://con.arbeitsagentur.de/prod/apok/ct/dam/download/documents/AuPair-Fragebogen_ba013162.pdf) – original plus 2 copies
- Proof of German language skills, at least level A1 (please check \* below for further information) – original plus 2 copies
- Letter of motivation with one (1) copy detailing expectations of planned stay and anticipated career and personal benefits, as well as future plans
- Personally drafted complete curriculum vitae, detailing in particular training to date and, where applicable, periods of employment with one (1) copy
- Health insurance in line with EU standards (to cover taking up residence in Germany and valid for the entire Schengen area, minimum coverage of 30,000 €, valid from the day of entry for the entire stay); proof to be provided at the latest when collecting the visa!

**Fees:**

75 €, payable either by Visa/Mastercard or in cash in DKK (approximately 560 DKK, depending on the exchange rate)

**Additional information:****\* German language skills:**

Certificates of successful completion of a German language course level A1 according to the Common European Framework of Reference for Languages or Certificates issued by an institution which performs testing in accordance with the standards of the Association of Language Testers in Europe (ALTE) are accepted. In Denmark, these requirements are met by the Goethe-Institute:

<https://www.goethe.de/ins/dk/da/spr/kus.html>

Exception: If the applicant shows sufficient German language skills when submitting the application, no further proof would be required.

Submission of the aforementioned documents does not guarantee that a visa can be granted. The Embassy reserves the right to request further documents.

*All data contained herein are based on the knowledge and experience of the Embassy at the time of drafting this information sheet.  
However, no liability can be assumed for the completeness and accuracy.*

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