



Visa for Internship

Persons who wish to do an internship in Germany must obtain a residence permit in the form of a visa. The work permit which is required for an internship is included in the visa.

Required documents:

Please make sure to prepare 2 complete sets of the following documents (collated in the order as listed below) and bring them along for your appointment.

- 2 filled and signed application forms incl. declaration acc. 54 AufenthG
- Valid passport, providing a minimum of 2 blank pages + 2 copies of the passport's data page
- 2 Passport sized photos – no older than 6 months, must meet biometric standards
- Danish residence permit (card) -original + 2 copies (front and back)
- Proof of address in Denmark: yellow Danish health card (sygesikring) or bopælsattest (not older than 2 months) – original + 2 copies
- Approval notice / Confirmation from the Federal Employment Agency (ZAV, Zentrale Auslands- und Fachvermittlung) -- unless the internship falls within the scope of a EU funded program → Please provide confirmation – original + 2 copies
- Internship contract or letter of intent from the future employer – indicating working hours, salary and employer's full address – original + 2 copies
- Proof of sufficient financial means for the time of internship (e.g. salary) – original + 2 copies
- Proof of the Danish university that the internship is related to your studies → please provide proof of enrolment (min. 4 semesters) + confirmation that the internship is mandatory – original + 2 copies
- Proof of accommodation in Germany incl. full address (e.g. rental agreement, hotel reservation or invitation letter in case of private accommodation with name, full address and passport copy of the inviting person) – original + 2 copies
- Proof of valid health insurance – original + 2 copies (ref. to information on health insurance coverage)

Fees:

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

Additional information:

Once all required documents have been submitted, the application and supporting documents will be forwarded to the appropriate Aliens Authority (Ausländerbehörde) at the applicant's intended place of residence during his/her stay in Germany. The processing can take about 2 – 8 weeks. As soon as the application has been approved by the German authority, the Embassy will issue a national visa.

Please ensure that your application documents are complete! Incomplete applications may result in rejection of the visa application. In individual cases provision of additional documents may be necessary.