Checklist for qualified professionals from the EU, Switzerland, Liechtenstein, Norway and Iceland

How do I prepare to enter Germany?

1. Job search

✓ Look for vacancies in the job listings of Make it in Germany or in other job exchanges.

✓ Many companies publish their job listings on their websites. If there are no open vacancies, try to send an unsolicited application.

✓ Prepare your application documents:
  ➢ CV
  ➢ Cover letter
  ➢ Diplomas / References

✓ Please note that a professional licence is required for regulated professions.

2. Visa

✓ Citizens from the EU, Switzerland, Liechtenstein, Norway and Iceland need for the entry to Germany just a valid passport or identity card.

3. Entry / Arrival

✓ From the first day of your arrival, you need a valid health care insurance. Find out if your health care insurance covers all German health care benefits.

✓ Take some cash with you to make first purchases.

Accommodations at the beginning

✓ An overnight stay in a hotel / pension or in a hostel is possible at the beginning.

✓ Look for furnished apartments for subleasing.
Looking for housing

✓ You didn't find a permanent residence? Try to find German shared flats in online portals.

✓ Let your local Welcome Center help you find an accommodation.

✓ Look for accommodations in newspapers or on websites of real estate companies. Get more tips on looking for housing on Make it in Germany.

4. Registration of residence

✓ A „reporting obligation“ („Meldepflicht“) exists in Germany. You have to register within 2 weeks with the registration office or at the “Bürgeramt“.

✓ Make a timely appointment at the registration office.

✓ Prepare the required documents for the registration office:
  ➢ filled and signed form
  ➢ valid passport or identity card
  ➢ lease or a confirmation from your landlord (”Wohnungsgeberbescheinigung“)

5. Get settled

✓ Make new friends in sports clubs or at public events.

✓ You can meet new people in integration courses, who also arrived in Germany recently.

✓ Learn German while you are still in your home country! The Goethe-Insitutes offer worldwide German language courses and exams to proof your language skills. The world map of Make it in Germany shows you where to find Goethe-Institutes nearby.

Tip: The workers of the migration advisory services support you to get settled in Germany.
Attachment: important documents at a glance

You probably need the following documents down below. We recommend to bring certified copies or original documents (incl. certified translations) with you.

- Valid Passport / ID
- Credit or debit card
- Birth certificate
- If necessary: marriage certificate (required for the registration with the registration office and for the residence permit of your spouse, too)
- If necessary: university degree (in original form, required for the work contract) or another proof of qualification
- Proof of funding your stay in Germany (for example: salary statements, it’s necessary to grant a visa and for the residence permit)
- Proof of health insurance