

### Checklist for a job search Opportunity Card

For the application you require the following documents:

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	valid <b>passport</b> issued within the last 10 years and with at least 2 empty pages
<input type="checkbox"/>	<b>Application form</b> & declaration (in accordance with Section 54 of the Residence Act) duly signed (2 copies)
<input type="checkbox"/>	<b>Declaration</b> for Additional contact and legal representation information (2 copies)
<input type="checkbox"/>	<b>2 current, identical biometric passport photos</b>
<input type="checkbox"/>	<b>Copy of your passport's data page</b> (A4 size copy) (2 copies)
<input type="checkbox"/>	<p><b>Proof of sufficient financial means</b> to cover the costs for the time of your stay by one of the following documents</p> <ul style="list-style-type: none"> <li>• Proof of a "Sperrkonto" (blocked account) in Germany with sufficient funds currently amounting to at least 1,091€/month plus sufficient funds for the return flight OR</li> <li>• "Verpflichtungserklärung" (formal obligation letter) by a sponsor living in Germany OR</li> <li>• Statements of a current bank account etc.</li> </ul>
<input type="checkbox"/>	<b>Proof of accommodation</b> in Germany – must include complete actual address
<input type="checkbox"/>	<b>Proof of vocational or academic training</b> (for example university degree, diploma) and (if applicable) <b>prior work experience</b>
<input type="checkbox"/>	If academic training: <b>Proof</b> that your <b>studies done in presence</b> or, if done remotely, confirmation by the relevant Indian authority that this <b>distance learning was approved</b> at the time of your degree
<input type="checkbox"/>	<p><b>Option 1:</b></p> <p><b>Proof of acknowledgement of your qualification</b> for Germany</p> <p><u>Academic degree:</u> <a href="#">Anabin</a> database printouts listing both your degree and the awarding institution OR "Statement of Comparability" by anabin</p> <p><u>Vocational training:</u> Proof of recognition of your training; additional information can be found here: <a href="https://www.erkennung-in-deutschland.de/html/en/index.php">https://www.erkennung-in-deutschland.de/html/en/index.php</a></p> <p>General information on the recognition process can be found <a href="#">here</a></p>
<input type="checkbox"/>	<p><b>Option 2:</b></p> <p>Proof of</p> <ul style="list-style-type: none"> <li>• completed vocational training of at least 2 years duration that is recognized by the state in which you obtained it OR</li> <li>• a completed university degree that is recognized by the state in which you obtained it</li> </ul> <p>With <b>confirmation from the German Central Office for Foreign Education (ZAB)</b> Obtained through the website <a href="https://zab.kmk.org/en/dab">https://zab.kmk.org/en/dab</a> <b>AND</b></p> <p>Proof of</p> <ul style="list-style-type: none"> <li>• knowledge of German on level A1 from Goethe Institute or ÖSD OR</li> </ul>

	<ul style="list-style-type: none"> <li>• knowledge of English on level B2, certificate with ALTE Q-mark</li> </ul>
<input type="checkbox"/>	Notification of partial recognition of vocational qualification
<input type="checkbox"/>	Proof of German skills on levels A2, B1, B2, C1 from Goethe Institute or ÖSD
<input type="checkbox"/>	Proof of English skills on level C1, certificate with ALTE Q-mark
<input type="checkbox"/>	Proof of work experience in connection with the qualification
<input type="checkbox"/>	Proof of a least 6 months continuous legal stay in Germany in the last 5 years
<input type="checkbox"/>	<p>Duly signed <b>motivational letter / statement of purpose</b> <u>that must contain the following information:</u></p> <ul style="list-style-type: none"> <li>• What type of work or job you intend to do in Germany</li> <li>• If and since when you learn German</li> <li>• If you have already applied for jobs (at which company) or have already been invited to job interviews</li> <li>• Why you intend to move to Germany and not another EU country</li> </ul> <p>Please attach proof of job applications or invitations to job interviews</p>
<input type="checkbox"/>	<b>Proof of personal status in India</b> birth certificate of applicant, Aadhar card (with English translation) if applicable
<input type="checkbox"/>	<b>Curriculum Vitae</b>
<input type="checkbox"/>	If <b>45 years or older or turning 45 while in Germany:</b> duly signed <b>declaration</b> in regards to provisions for retirement
<input type="checkbox"/>	<b>Proof of health insurance</b> for the duration of your stay

**Please prepare two identical sets of applications.** Copies have to be size A4.

On the date of the visa appointment, you must have originals of all documents with you.

Kindly note that the German Mission reserves the right to ask for additional documents.

The 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. Making untrue statements and/or handing in documents that do not reflect the truth will result in a rejection of your application.

**Kindly note that the Opportunity Card does allow working in Germany with certain limits:**

You are permitted to work for an average of a total maximum of 20 hours per week. If you already have a work contract, please hand in the work contract, "[Erklärung zum Beschäftigungsverhältnis](#)" and [Declaration according to § 18 AufenthG](#).

You are also permitted to participate in a try-out-period of no more than two weeks. This trial work would have to be in line with your qualification or be aimed towards starting a vocational training or must be connected to a training measure according to your partial recognition of your training.

You are not allowed other types of employment. Your visa will however be changed to a residence permit for employment and work permit once you have found adequate employment in Germany.