



Information Sheet and Checklist Au Pair Visa

The aim of Au Pair stays is to improve German language skills and to broaden general knowledge through experience.

To work as an Au Pair in Germany you must be **at least 18 years old and not older than 26 at the time of the application**. For your stay, a minimum duration of 6 months is required. You are not allowed to work as an Au Pair in Germany for more than 12 months.

In general, German has to be spoken as mother tongue in the host family. If German is spoken as a family language, employment can only be permitted if the Au Pair does not come from the same country as the host parents.

Basic German language skills of at least level A1 of the Common European Framework of Reference for Languages are required.

An Au Pair stay in Germany is possible only once.

Further information you will find on the website of the [Federal Employment Agency](#) and on the website of the [Gütergemeinschaft Au-pair.e.V.](#)

In order to find a suitable host family it is not necessary to use the services of an agency although you might wish to do so.

General information

- You should apply **at least two and no more than three months** prior to your intended move to Germany.
- General processing time for a complete application is **about 6-8 weeks**; in specific cases e.g. upon request of German authorities it might take longer.
- Please refrain from inquiries about the status of the application during the regular processing time as the visa section is not able to answer these.
- Please take note that some authorities in Germany may require documents translated into German and with proof of authenticity.
- All holders of a national visa are required by law to register with the local registration office within two weeks after moving to Germany. Please refer to the requirements on the website of your local registration office for further information.
- An Au Pair visa is a national visa which entitles you to enter other countries in the Schengen zone for touristic purposes up to 90 days within 180 days.
- Further information regarding living and working in Germany is available at www.make-it-in-germany.com.

Please prepare **3 identical sets (1 set originals, 2 sets of copies)** of the **application documents** with **all** of the following documents in the order indicated below and **submit them with a print-out of the list**.

Original documents will be returned to you, while 2 sets of copies will be kept in the file.

Please note that incomplete applications will be decided based on the documents submitted and may result in rejection of your application.

Please check off all documents you submit:

<input checked="" type="checkbox"/>	
<input type="checkbox"/>	Valid passport, signed by the passport holder (issued within the last 10 years and valid for at least 6 months upon entry with at least 2 subsequent blank pages)
<input type="checkbox"/>	Copy of your valid passport's data page
<input type="checkbox"/>	Copy of your British residence permit – if applicable
<input type="checkbox"/>	Application form fully completed including declaration pursuant to Section 54 (2) 8 of the Residence Act, duly signed
<input type="checkbox"/>	2 biometrical passport photos , not older than three months with a bright background and frontal view of the face. Digitally altered passport photos cannot be accepted.
<input type="checkbox"/>	Signed Au Pair contract according to the standard form published by the Federal Employment Agency
<input type="checkbox"/>	Questionnaire completed by your host family (" Au-pair-Fragebogen für Gasteltern ")
<input type="checkbox"/>	Acknowledgement form (" Erklärung des Au-pair zum Empfang der Au-pair-Informationen ") that you have read the Federal Employment Agency's fact sheet for Au Pairs (" Merkblatt Au-pair bei deutschen Familien ")
<input type="checkbox"/>	Letter of motivation including expectations of the planned stay, professional and personal benefits, plans for the future
<input type="checkbox"/>	Curriculum Vitae
<input type="checkbox"/>	Proof of German language skills of at least A1 according to the Common European Framework of Reference for Languages (language skills will be assessed in the interview and / or submit a certificate or test results)
<input type="checkbox"/>	Proof of sufficient health insurance coverage A so-called " Au pair insurance " must be provided for the entire stay which covers <ul style="list-style-type: none"> • health insurance • accident insurance • liability insurance Please note that a travel health insurance is not sufficient.
<input type="checkbox"/>	Prepaid self-addressed special delivery envelope up to 500 gr
<input type="checkbox"/>	Visa fee of 75 EUR payable in GBP (electronic payment with master card or visa card)

To be provided after the approval of the visa application:

Flight dates according to itinerary

Please note that the German Missions reserve the right to ask for additional documents or information deemed necessary for processing your application at any time during the process and assumes no responsibility for applications submitted too close to your planned departure. Submission of the above-mentioned documents does **not** guarantee that a visa is granted.

For further information, please visit our **website** and visa-related FAQ.

Please note: The Visa Section is not able to **provide individual advice** or **pre-screening** of documents. In case of further **inquiries that are not being answered on our website/ FAQ**, you may contact the **Visa Section in London** via email at visa@lond.diplo.de or the **Visa Section in Edinburgh** via email at info@edin.diplo.de