

JLU

NEUE WEGE. SEIT 1607.

JUSTUS-LIEBIG-  
UNIVERSITÄT  
GIESSEN

IMMIGRATION AUTHORITIES OF THE CITY OF GIESSEN AND INTERNATIONAL OFFICE OF JLU

# RESIDENCE PERMIT FOR YOUR STUDY PERIOD

# Residence Permit for Your Study Period

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# Law on Residence for the Purpose of Studying

## 1. Visa Issue Requirements:

- Acceptance letter from an educational institution (eg. Acceptance for studies, German course or obligatory internship)
  - Residence permit will be issued for 1-2 years

## 2. Social Services und Work:

- ✘ Social services (Housing and child benefit, BAföG [Federal Law on Support in Education])(only in special cases!))
- ✓ Special church / university / DAAD funds
- ✓ Part-time job: 140 days a year
- ✓ Student part-time jobs

# Law on Residence for the Purpose of Studying

## 3. Family Reunification:

- Proof of livelihood for partner and children
- Proof that the resident in Germany has enough space in their home for the whole family.
- Valid only for the duration of studies of the student.
- Gainful employment for the partner is not limited.
- Only for marriages that have been registered before entry to Germany.

(cf. § 27 Principle of Family Reunification)

# Law on Residence for the Purpose of Studying

## 4. Residence after Completion of Studies:

- can be extended up to 18 months for the purpose of searching for suitable employment opportunities
- right to take up and pursue gainful employment of any kind within this period

# Extension of Residence Permit

## 1. Appointment:

- **approximately** 2 months before the expiry of the residence permit, you would receive a letter with the required documents
- after the documents have been checked by the Immigration Authorities, you would receive an appointment

### Contact:

Immigration Authorities of the City of Giessen [Ausländerbehörde der Stadt Gießen]

Department of Public Order Office

Berliner Platz 1, 35390 Giessen

Email: [auslaenderbehoerde@giessen.de](mailto:auslaenderbehoerde@giessen.de)

Telephone: 0641 306 2280 (transfer to contact person via Giessen's central hotline)

Monday to Thursday: 8 am-12 noon and 2 pm-3 pm, Friday 8 am-12 noon

# Extension of Residence Permit



aktuelle A-Z

<https://www.giessen.de/Rathaus/B%C3%BCrgerservice/Verwaltung-von-A-Z/Ausl%C3%A4nderbeh%C3%B6rde.php?object=tx,2874.1&ModID=9&FID=684.41.1&NavID=1894.119>

## Ausländerbehörde

**Abt. des Ordnungsamts**


Berliner Platz 1  
35390 Gießen


☎ 0641 306-2280

📠 0641 306-2303

E-Mail

 Nachricht schreiben

 Karte anzeigen

 Adresse exportieren

### Sprechzeiten

Nach vorheriger Vereinbarung.

**Öffnungszeiten der Info Aufenthaltsrecht und Integration:**

Montag - Donnerstag  
08:00 - 12:00 Uhr und 14:00 - 15:00 Uhr

Freitag  
08:00 - 12:00 Uhr

# Extension of Residence Permit

## 2. Required Documents:

- Passport
- Filled application form for extension of residence permit
- 1 recent biometric photo
- Recent certificate of matriculation
- Proof of blocked account or certificate of undertaking according to the Law on Residence for the Purpose of Studying (solvency of the applicant has to be proven)
- Proof of current health insurance (for private insurance, see information sheet)
- Proof of your previous academic performance [Transcript of Records - Leistungsnachweis]
- Fees: up to 100 € (extension fees 96€, fictional certificate 13€)
- If applicable: proof of scholarship



# Extension of Residence Permit

## 3. Forms for Download:

The forms can be found on the website of the Immigration Authorities:

<https://www.giessen.de/Rathaus/B%C3%BCrgerservice/Verwaltung-von-A-Z/Ausl%C3%A4nderbeh%C3%B6rde.php?object=tx,2874.1&ModID=9&FID=684.41.1&NavID=1894.119>

# Statement from the University

*What is this?*

- The Immigration Authorities may require an official statement from the university when you **renew your residence permit**
- If this is the case, you would receive an e-mail with an **invitation for a consultation** with the International Office and to send them some documents
- The **statement will be discussed** during a **personal and confidential** consultation with our study advisors at the International Office

# Statement from the University

The aim of the consultation is to discuss the number of **courses and exams you have completed** and your **plans for the rest of your studies**.

## **Please hand in / bring along:**

- a proof of your previous academic performance (Transcript of Records)
- a complete list of all the courses you will attend as part of your degree course as well as the respective amount of Credit Points
- a proof in case there are specific reasons for a delay in your study progress (e.g. medical certificate, leave of absence (Urlaubssemester), or similar)
- information on the validity of your current residence permit (expiry date)

# Statement from the University

*How do I create a list of the classes that I have to complete? How many Credit Points (CP) do I need?*

→ [www.uni-giessen.de/studium/studienangebot](http://www.uni-giessen.de/studium/studienangebot)

Studium | Forschung | Fachbereiche | Organisation | Internationales | Website durchsuchen

**Social Sciences**

Bachelor of Arts (B.A.): Social Sciences

Überblick | Studienaufbau | Bewerbung | Perspektiven | **Weiterführende Infos** | Kontakt

- PDF-Dokumente zum Studiengang
  - Flyer
  - Studienführer
- Gerne schicken wir Ihnen auch gedruckte Exemplare, nutzen Sie dazu bitte unser Kontaktformular.
- Prüfungs- und Studienordnungen**
  - Spezielle Ordnung (mit Modulbeschreibungen und Studienverlaufsplänen)
  - Allgemeine Bestimmungen für modularisierte und gestufte Studiengänge
- Lehrveranstaltungen im Vorlesungsverzeichnis
  - Elektronisches Vorlesungsverzeichnis (eVV)

**Links**

- Fachbereich 03
- Dekanat des Fachbereichs
- Prüfungsamt Geisteswissenschaften
- Fachschaften
- Elektronisches Vorlesungsverzeichnis (eVV)

**Bachelorstudiengänge des Fachbereichs 03**

- Berufliche und Betriebliche Bildung
- Erziehungswissenschaften mit dem Schwerpunkt Außerschulische Bildung
- Kindheitspädagogik (vormals: Bildung und Förderung in der Kindheit)
- Kunstpädagogik in den Studiengängen "Geschichts- und Kulturwissenschaften" sowie "Sprache, Literatur und Kultur"

7.35.03 Nr.1 Bachelor "Sozialwissenschaften" / "Social Sciences"

Übersicht der Speziellen Ordnungen des Bachelor-Studiengangs "Sozialwissenschaften" / "Social Sciences" (7.35.03 Nr.1)

Spezielle Ordnung **aktuelle Fassung** (8. Änderungsfassung)

**Gültigkeit** *Änderungsbeschluss*  
Die 8. Änderungsfassung tritt am 19.05.2018 in Kraft und gilt für alle Studierenden, die ihr Studium zum Wintersemester 2018/19 beginnen.

- Spezielle Ordnung (*barrierearmes PDF*)
- Anlage 1: Studienverlaufplan
- Anlage 2: Modulbeschreibungen
- Anlage 3: Praktikumsordnung (*barrierearmes PDF*)
- Anlage 4: Übergangstabelle

# Statement from the University

*How do I create a list of the classes that I have to complete? How many Credit Points (CP) do I need?* → [www.uni-giessen.de/studium/studienangebot](http://www.uni-giessen.de/studium/studienangebot)

The screenshot shows the website's navigation menu with 'Studium' selected. The main content area displays the program title and a list of tabs: Overview, Study Programme, Application, Occupational Fields, Further Information, and Contact. The 'Further Information' tab is active, showing two main sections: 'Examination regulations' and 'Courses offered in the course catalogue'. Both sections are circled in red. The 'Examination regulations' section includes links to examination and study regulations, and general study regulations. The 'Courses offered in the course catalogue' section includes a link to the electronic course catalogue. A 'Links' section on the right lists various university offices and associations. A 'Master's Degree Programmes of Faculty 06' section lists several programs, including the one being viewed.

Über die JLU | **Studium** | Forschung | Fachbereiche | Organisation | Internationales | Website durchsuchen

Studienangebot  
Studiengangsfinder  
Bachelor  
Master  
Human Movement Analytics - Biomechanics, Motor Control, and Learning  
Lehramt  
Staatsexamen  
Promotion  
Weiterbildungs-/Aufbaustudium  
Neue Studiengänge  
Bewerben und Einschreiben  
Information und Beratung  
Studieninteressierte  
Studienbeginn  
Im Studium  
Lehre an der JLU  
Einstieg mit Erfolg 2020  
Deutschlandstipendium  
FAQ

**Human Movement Analytics - Biomechanics, Motor Control, and Learning** 🇪🇺 🇬🇧 🇩🇪

Master of Science (M.Sc.)

Overview | Study Programme | Application | Occupational Fields | **Further Information** | Contact

**Examination regulations**  
→ Examination- and study regulations (in German) (including module descriptions and course of study plans)  
→ General study regulations for modular and multi-stage study programmes

**Courses offered in the course catalogue**  
→ Electronical course catalogue (in German)

**Links**

- Faculty 06
- Dean's Office
- Examinations's Office (in German)
- Students' Associations
- Course Catalogue (in German)

**Master's Degree Programmes of Faculty 06**

- Human Movement Analytics - Biomechanics, Motor Control, and Learning (taught in English)
- Clinical Sport Therapy and Sport Physiology
- Psychology
- Psychology: Clinical Psychology and Psychotherapy
- Mind, Brain and Behavior (taught in English)

# Statement from the University

*How do I create a list of the classes that I have to complete? How many Credit Points (CP) do I need?* → [www.uni-giessen.de/studium/studienangebot](http://www.uni-giessen.de/studium/studienangebot)

Über die JLU Studium Forschung Fachbereiche Organisation Internationales Website durchsuchen

Studienangebot Studiengangsfinder Bachelor Master **Transition Management** Lehramt Staatsexamen Promotion Weiterbildungs-/Aufbaustudium Neue Studiengänge Bewerben und Einschreiben Information und Beratung Studieninteressierte Studienbeginn Im Studium Lehre an der JLU Einstieg mit Erfolg 2020 Deutschlandstipendium FAQ

**Transition Management (M.Sc.)** 🌐 🇬🇧 🇩🇪

**Master of Science (M.Sc.)**

Overview Composition of the Study Programme Application Career Options Contact **Further Information**

- PDF documents for the courses of study
  - Brochure: "Agrobiotechnology, Insect Biotechnology and Bioresources, Transition Management"
- Prüfungs- und Studienordnungen
  - Examination- and study regulations (in German) (mit Modulbeschreibungen und Studienverlaufsplänen)
  - Examination Committee and Regulations (Informationen in English)
- General study regulations for modular and multi-stage study programmes
- Courses offered in the course catalogue
  - Electronical course catalogue (in German)
  - List module (Informationen in English)

**Links Faculty 09**

- Faculty 09
- Faculty's Deanery
- Examinations Office
- Student representatives

**Master's Degree Programmes of Faculty 09 taught in English**

- Agrobiotechnology (taught in English)
- Insect Biotechnology and Bioresources (taught in English)
- Sustainable Transition (taught in English - Digital degree programme)
- Transition Management (taught in English)

# Application for Leave

## Reasons for an Application for Leave (Urlaubssemester):

- long-term illness (proof from doctor required)
- obligatory internship for your studies
- stay abroad for your studies
- maternity leave or care of relatives

## **NOT** a reason for an Application for Leave:

- Preparation for graduation exams
- Late arrival
- Financial need

### More information:

[www.uni-giessen.de  
/studium/stichworte/urlaub](http://www.uni-giessen.de/studium/stichworte/urlaub)

(only in German)

# Change of Subject

## Take note:

- Change of subject should be applied for as early as possible!
- Subject can only be changed once within the first 3 semesters without a reason
- A change of subject after the first 3 semesters may affect your residence permit → Go for counselling!



# Change of Subject

Sometimes it may be necessary to change your course of study. If you notice the following, please go for counselling:

- decreased motivation
- poor results and multiple failed exams
- fear of exams and permanent high stress levels

## Counselling at:

### International Office

Goethestrasse 58

+49 (0)641 99 12174

+49 (0)641 99 12143

[studium-international@uni-giessen.de](mailto:studium-international@uni-giessen.de)

### Central Student Advisory Office

Goethestrasse 58

1st floor

Contact:

[www.uni-giessen.de/studium/beratung/zsb](http://www.uni-giessen.de/studium/beratung/zsb)

## Contact: International Student Support Services

### International Office

Goethestrasse 58

Office hours for international students: Mondays, 10 am-12 pm, room 20/37/38

Office hours for refugee students: Fridays, 10 am-12 pm, room 20/38  
+49 (0)641 99 12174  
+49 (0)641 99 12143

In case of uncertainties, questions or concrete difficulties, do seek the advice of the experts. The counselling is free of charge.

The consultation sessions will take place via email, phone or in the office.

Please contact us:

[studium-international@uni-giessen.de](mailto:studium-international@uni-giessen.de)

More information for international students:

[www.uni-giessen.de/internationales](http://www.uni-giessen.de/internationales)

# Further events

**Face-to-face seminar (in German): „Berufseinstieg in den deutschen Arbeitsmarkt - Podiumsgespräch für internationale Studierende, Absolventinnen und Absolventen“**

Wednesday, 15 May 2024, 4 – 6 pm

on-site at THM, Ostanlage 39, Building B10, 2nd floor, Room 23

More information:

[https://www.uni-giessen.de/de/fbz/zentren/zfbk/career/veranstaltungen/termineintegration/berufseinstieg\\_15-05.2024](https://www.uni-giessen.de/de/fbz/zentren/zfbk/career/veranstaltungen/termineintegration/berufseinstieg_15-05.2024)

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Questions?

Thank you!