

Visa Application Checklist — Seamen

Required Documents	Provided
1. Original Passport and Copy of the identity page - Valid for at least 3 months after the planned departure date from the Schengen area - Must be signed by the holder (Chinese applicants sign in Chinese characters) - Must have at least two complete blank visa pages - No damage	
2. Two passport pictures - In color, 35x45 mm white or light grey background, undamaged and of recent date (taken within 6 months).	
3. Original Visa application form - Fully completed online and all pages printed out - Signed by the applicant Application forms for minors should be signed by at least one parent. - Signature must match the passport signature	
4. Seaman certificate (Original + Copy of the identity page)	
5. Photocopies of: - Copies of all former Schengen visas - Copies of Hukou all non-blank pages (for Chinese nationals only) - Copy of residence permit (for foreign applicants)	
6. Medical insurance NOT Accidental Insurance (Original) - Valid in all Schengen countries and cover the whole trip period - Insurance documentations in Chinese and English clearly list: Medical assistance in- and outpatient (not only limited to accident and sudden illness), Repatriation or medical evacuation, Repatriation of mortal remains, the Minimum coverage of EUR 30'000	
7. Confirmation from the Chinese Seaman-Organization - Only for Chinese citizens: confirmation from the respective organization (in Chinese with German or English translation) fulfilling following criteria: 1. On official company paper 2. Current address, phone and fax number, email address and contact person 3. Company seal 4. Date of issue 5. Original signature from the authorized person (no digital signature), name and position 6. Complete applicant's personal data	
8. Employment certificate from the shipping company (Copy) - Alternatively the examination contract can be provided (Copy).	
9. Invitation letter from the German agent (Original) - On official company paper incl. current address and contact details (phone and fax number, email address, homepage) - In German or English language - Company seal and original signature - Location of the planned examination / training - Assumption of costs according to §§66-68 AufenthG. - Name of the ship and IMO-number are mandatory	
10. *Original letter of authorization for visa application/passport return. - Only applicable if your application is submitted by a representative.	
11. *Representative's ID Card or passport(Original + Copy) - Only applicable if your application is submitted by a representative.	
12. Additional documents applicants would like to provide	