

## CHECKLIST BEFORE ARRIVAL

- 1  Inform yourself about the [possibilities](#) for doing a doctorate
- o [requirements](#) to do a PhD
  - o [how to finance](#) a PhD
  - o [individual doctorate](#) or [structured doctorate](#)



Individual doctorate

Structured doctorate

2a  [Find a supervisor](#)2b  [Application](#)

- 3  Apply for visa
- o contact the German embassy in your country
    - do you need a visa?
    - what kind of visa do you need?
  - o once in Germany, you need to change your visa into a residence permit (Checklist B)

- 4  Get acceptance by the department / [Zulassung zur Promotion](#)
- Applications need to include:
- o Subject
  - o Working title and description of dissertation
  - o Statement and signature of supervisor
  - o Curriculum Vitae
  - o Proof of language skills (e.g. DSH), if applicable

- 5  Important documents to bring
- o valid passport/ID (valid for at least 90 days after your stay in Germany)
  - o several passport-sized photographs (correspond to [biometric standards](#))
  - o if applicable, confirmation from your health insurance-provider that you are covered in Germany
  - o if applicable, the [European Health Insurance Card \(EHIC\)](#)
  - o your vaccination certificate, preferably, an internationally valid one
  - o if applicable, a detailed description of any special medications you're taking

- 6  Book appointments
- o at the [local authorities/ Bürgeramt](#) – to be registered in Berlin (Checklist B)
  - o [Foreigners Registration Office /Ausländerbehörde](#) - to get a residence permit (Checklist B)