

Check list home country

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- Contact the hosting institution & Welcome Center Potsdam
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- Apply for a visa (approx. two months before arrival)
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- Book an accommodation
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- Apply for a place in a kindergarten and/ or school (if applicable)
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- Check if your local health insurance also covers your stay in Germany
- **If yes:** Ask your health insurance for a confirmation.
 - **If not:** Arrange a travel health insurance for the first weeks in Germany. Upon arrival you need to get a new German health insurance.
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- Compile all necessary documents
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Necessary documents

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- Passport and / or identity card for you and, if applicable, for your family
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- If applicable: [Visa](#)
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- Proof of adequate financial resources (e.g.: employment contract, confirmation from your stipend-giver)
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- Certified / notarized copies of certificates of achievement (high school diploma, university degree(s), doctoral certificate) in German or English translation
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- Certified copies in German of the birth certificates of your children travelling with you (if applicable)
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- Certified copy in German of your marriage certificate and / or proof of divorce (if applicable)
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- Vaccination card (declaration on needed medication; disabled person identity card – if applicable)
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- International driving license (in case you plan to go by car in Germany)
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- Passport photos (biometric)
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- Signed chronological curriculum vitae
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