

Goethe University – International Office – Social Advisory Services

Application for a qualified comment on a proper course of studies to submit to the immigration authorities concerning the extension of your residence permit

General information:

First name: _____ Family name: _____

Date of birth: _____ Nationality: _____

Date a visa for the purpose of study/ study preparations was issued for the 1st time: _____

Student ID #: _____

Semester of studying your subject: _____ Semester at university (if different): _____

Subject of study: _____ Minor (if applicable): _____

Degree: BA MA State examination PhD other: _____

CPs awarded and shown on transcript: _____ CPs awarded but not yet shown on transcript: _____

Expected end date of studies: _____

Checklist of documents to submit *(If possible, please send as one single PDF file)*

- Letter from the immigration office showing list of documents to submit & date of appointment
- Passport with biographical and visa page
- Enrollment record (Immatrikulationsbescheinigung)
- Current transcript of records (can be downloaded as PDF from QIS-LSF for most subjects; if your department does not issue a transcript, the individual records (Scheine))
- If you have obtained credits that do not yet appear on your transcript, the individual records (Scheine)
- If applicable, proof of registration to obtain credits (e.g. exam registration - can be downloaded as PDF from QIS-LSF for most subjects; thesis registration etc.)
- Doctoral students only: Statement from your thesis supervisor on the progress of your dissertation project and the expected end date
- If you are facing delays in your studies, proof of reason (e.g. medical attestation)

Further information:

Other important information (e.g. regarding delays in studies, change of subject etc.):

Email: _____ Mobile phone number: _____

Responsible immigration office: _____ Date of appointment: _____

Thank you! Your team at the International Office