

a programme of the KAGEDEV Cameroon National Representation

V I S A P R O C E D U R E

Visa Checklist

2026 Edition

Building a complete visa file
to leave for Germany

HOW TO USE THIS CHECKLIST

A complete visa file, from the first document to the appointment

The visa is the step that makes your project real. A complete, consistent file speeds up its approval. This checklist gathers the documents usually requested for a national visa to Germany, according to your pathway: Ausbildung, studies, or work. Check off each document as you gather it.

The precise requirements may vary by consulate and change over time. Campus Allemagne checks your file, carries out the recognition of your diplomas, and supports you through to obtaining the visa.

1. Basic documents (all pathways)

- ☐ Valid passport, with at least two blank pages.
- ☐ National visa application form, filled in, dated, and signed.
- ☐ Recent biometric ID photos, to standard.
- ☐ Up-to-date CV.
- ☐ Cover letter presenting your project in Germany.
- ☐ Proof of housing in Germany or accommodation certificate.
- ☐ Health insurance covering the stay.
- ☐ Proof of means of subsistence (see section 3).
- ☐ Proof of payment of visa fees.

2. Documents specific to your pathway

Vocational training (Ausbildung)

- ☐ Signed Ausbildung contract with the German company.
- ☐ Proof of the required German level (B2 or C1 certificate depending on the sector).
- ☐ Diplomas and transcripts, with recognition or an equivalence certificate.
- ☐ Where applicable, confirmation of enrollment at the vocational school (Berufsschule).

Higher education

- ☐ Admission letter from the German institution (Zulassung).
- ☐ Proof of the language level required by the programme (German or English).
- ☐ Prior diplomas and transcripts.

Work

- ☐ Employment contract or firm job offer from a German employer.
- ☐ Recognition of your diploma or professional qualification.
- ☐ Proof of professional experience, where applicable.

3. Proof of means of subsistence

You must prove that you have sufficient resources for your stay. Depending on your situation, one of the following solutions applies.

- Blocked account (Sperrkonto) funded to the annual amount required by the German authorities.
- Declaration of commitment (Verpflichtungserklärung) issued by a sponsor in Germany.
- Scholarship certificate, if you receive one.
- For the Ausbildung or work, the compensation set out in the contract can be taken into account.

The exact amount of the blocked account is set each year and may change. Check the current value with the competent consulate at the time of your application.

4. Tips for an accepted file

- Have officially translated (sworn translation) any document not written in German or English.
- Present originals accompanied by legible copies.
- Check the consistency of all information (names, dates, spelling) from one document to another.
- Book your appointment as early as possible: consular processing times can be long.
- Keep a complete copy of your file before submission.

5. How Campus Allemagne supports you

- Checking and building your visa file, document by document.
- Help obtaining the recognition of your diplomas from the competent authorities.
- Preparation for the consular interview.
- Follow-up of your application through to obtaining the visa.

A question about your visa file? Contact Campus Allemagne. Our team supports you at every step.

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Indicative document. Precise requirements depend on the competent consulate and may change. Campus Allemagne is a programme run by the KAGEDEV Cameroon National Representation, based in Douala-Bonamoussadi.