Before you depart for Kiel

Contacting Your Host Institute at the CAU Kiel

In the interest of preparing for your research, it is important to establish communication with your host institute at Kiel University early on. This will help in:

- Clarifying any special conditions for your research (e.g. if you need to obtain permission to carry out experiments involving animals or observe rules governing the practice of medicine etc.);
- Being informed of circumstances involving work space and the availability of technology such as a personal computer or a notebook;
- Determining whether you intend to bring any samples or devices with you and if so, what import/export conditions may need to be met.

Important Documents

Before departing for Germany, you must have the following pieces of identification and other documents:

- A passport, or equivalent identification, valid for the entire duration of your stay in the Federal Republic of Germany;
- A visa for yourself and any family members accompanying you. **We strongly encourage you to apply for a visa as soon as possible.** Unlike your own visa application, which you can expect to be processed quickly, applications for accompanying family members may take much longer. Some nationalities are exempt from the visa requirement (all EU member states and EEA states, Australia, Andorra, Canada, Honduras, Israel, the Republic of Korea, Japan, Monaco, New Zealand, San Marino and the USA). Here you can see the full list;
- Documentation of your fellowship/job offer/work contract or other proof of financing covering your cost of living for the duration of your stay;
- Several passport pictures for the various pieces of identification you will need during your stay in Germany;
- Birth certificate(s) and marriage certificate, if applicable (best if officially translated into German);
- If applicable, notarized copies of your insurance documents (best if translated into German or English, if these are in another language);
- Proof that you carry health/medical insurance and that it is valid in Germany. Please remember that both you and your family must be insured as of the first day of your stay in Germany in order to receive an *Aufenthaltsgenehmigung*, the temporary residency permit. If the health/medical insurance policy you carry at home is not valid in Germany, you must buy relevant insurance coverage for the entire length of your stay before travelling to Germany.
- If applicable, documentation of any special or prior medical conditions (possibly including recent X-ray images) and any medications you may presently require;
- Your vaccination records, if possible in an internationally intelligible format.

In order to avoid difficulties communicating with German medical practitioners or health/medical insurance providers, you should take care of any scheduled prophylactic medical examinations before you come to Germany. If you require any special medications, you should also have these prescribed to you at home.
If you want to operate a motor vehicle during your stay in Germany, please remember to bring the following documentation:

- International driver’s license and/or your foreign driver’s license;
- International ‘green’ insurance card showing that you carry personal liability insurance valid in Germany (*Haftpflichtversicherung*), in case you intend to bring your own vehicle to Germany;
- If possible, a document from your personal liability insurance provider showing that you have an accident-free driving record. This may entitle you to a rate reduction if you purchase personal liability (*Haftpflicht*) insurance in Germany.

**Additional Information**

All electrical power outlets in Germany provide 220-240V, 50 Hz AC current and accommodate *Euronorm* plugs. Please remember to bring an adapter and/or a transformer if you are bringing devices built to different technical specifications.

Please note: if you declare any of the devices you are importing with the *Zoll*, the German customs authority, it is your responsibility to export the devices again when you leave.