

Requirements for Work Visa for Qualified Professionals

The German Embassy in Accra is responsible for processing visa applications of residents of **GHANA, LIBERIA** and **SIERRA LEONE**.

PLEASE NOTE:

- A Work Visa can be issued to **a) academic professionals** holding a German or a recognized or a comparable academic degree and **b) skilled workers** holding a vocational or professional qualification recognized by the competent German authority as equivalent to a German qualification. Applicants need to be able to present a job offer/work contract corresponding with their qualification. If you wish to work in a so-called regulated profession (e.g. in health care), you must have either obtained, or have been assured that you will be given, written permission to exercise your profession (Berufsausübungserlaubnis).
- General information on taking up employment in Germany can be found on:
www.make-it-in-germany.com.
- All applicants have to apply in person at the German Embassy. **Appointments** can only be booked through the [Embassy's Online Appointment System](#).
- The processing of an application in general takes a minimum of 6 weeks, as all employment visa applications have to be forwarded to the competent German aliens authority by post and the Federal Employment Agency has to give its approval. Applicants are encouraged to submit their visa applications well in advance of their intended travel date to allow sufficient time for processing. **Pre-approval** from the Federal Employment Agency in Germany can be obtained to shorten the processing time.
- Only the submission of a complete application with all required documents according to this leaflet guarantees a prompt processing of an application.
- The visa fee is **75.00 Euro, only payable in cash in Ghana Cedi** at the current exchange rate of the Embassy. The processing fee is not refundable in case of denial of the visa.
- Visa application forms are free of charge and are available on the [website of the Embassy](#).

- In addition to the standard requirements, additional supporting documents may be required in individual cases. The Embassy does not return forms, photos or any documents in case of refusal or if the application is withdrawn. Fraudulent documents may be sent to the relevant authorities.
- If the visa is granted, it is your duty to verify whether the information printed on the visa sticker is correct and complete and to report any errors to the Embassy immediately.

The following list allows you to check, by ticking off the boxes, whether you have all the required documents needed for the visa application.

General requirements (Checklist) ☑:

All the documents itemized below are mandatory and are to be submitted by the applicant during his/her personal interview **in ORIGINAL plus 2 legible copies of each document (unless otherwise specified):**

- 2 completed and signed visa application forms for a national visa (download the application form [here](#)) – *no copies required!*
- 2 signed declarations according to Sec. 54 Par. 2 No. 8 of the German Residence Act (download [here](#)) – *no copies required!*
- 2 recent passport pictures with white background (please do not attach to forms)
- visa fee of 75.00 Euro, only payable in cash in Ghana Cedi
- valid passport and 2 copies of the passport data page
- birth certificate of the applicant, based on the first registration
- marriage certificate and birth certificates of children, if applicable
- school leaving certificates (WAEC-certificates: BECE, WASSCE)
- employment contract/specific job offer with details on gross annual salary, detailed job description, working hours and timeframe of the contract
- for academic professionals:** German university degree or recognised or comparable foreign degree comparable to a German degree
You can check whether your foreign university degree is recognised or comparable by consulting the [ANABIN database](#). If your degree is listed in ANABIN without reference to the university, where you obtained it from, you will first have to apply for a Statement of Comparability with the Central Office for Foreign Education before applying for a visa. Further information can be found [here](#).
- for skilled workers:** German vocational/professional qualification or proof of holding a foreign vocational/professional qualification recognised by the competent German authority as equivalent to a German qualification
Different authorities in Germany are responsible for officially recognising foreign qualifications. Further information can be found [here](#)
- for academic professionals:** proof of sufficient knowledge of the German language, if applicable (language certificate of the Goethe Institute; further information at: www.goethe.de)

- for skilled workers**: proof of command of the German language (B1 level certificate of the Goethe Institute; further information at: www.goethe.de)
- additional proof of previous and current academic studies (e.g. Bachelor's and Master's degree, Higher National Diploma)/professional training/work experience
- Curriculum Vitae
- If you are over 45 years old and coming to Germany for the first time for employment purposes, your gross annual salary for the position you intend on taking must be at least 45,540 Euro (in 2020), or you must provide proof of adequate old age pension provisions.
- Following approval of the visa application and before the visa can be issued, you must provide evidence that you have travel insurance for the period between arrival in the country and commencement of employment, if such evidence has not already been submitted.
- for residents of Liberia and Sierra Leone**: prepaid courier envelope by any major courier service

Please note: Although the information in this information sheet has been prepared with utmost care, the Embassy cannot accept any responsibility for inaccuracies contained herein.

Additional information for taking up employment as a health professional

To work in Germany as a health professional (e.g. nurses, doctors, etc.) it is not only necessary to have received a binding job offer. In addition, the foreign professional qualification has to be recognized by the competent German authority as being equivalent to a German qualification and the health professional has to have sufficient knowledge of the German language (competence level B2 of the "Common European Framework of Reference for Languages").

1. Job Offer

It is important to underline that Ghana is one of 57 countries, which according to the World Health Organization have a shortage of health professionals. As a result health professionals from Ghana may take up employment in Germany only if they have found the job offer themselves. Recruitment and private placement service is not allowed.

2. Recognition of Foreign Professional Qualification

Health professionals have to apply for recognition of their foreign professional qualification directly with the competent authority of the German Federal State ("Bundesland"), where he/she intends to work. This process can take several months and in general is subject to a fee. After the assessment has been completed, applicants will either receive

- a) a certificate about the full recognition of the foreign professional qualification,
- b) a notice of partial recognition of the foreign professional qualification or
- c) a notice that the foreign professional qualification cannot be recognized.

In case the interested health professional has received a notice of partial recognition of his/her foreign qualification ("Defizitbescheid"), the notice will contain information concerning professional deficiencies and a conclusion regarding the requirements of an adjustment measure. These courses are offered by various schools, hospitals or companies in Germany and will bring the professional and language skills in line with the requirements.

The official notice of partial recognition is a required supporting document when applying for a national visa at the German Embassy in Accra to participate in an adaptation course (Section 16d German Residence Act).

3. Language Proficiency

To work in the health sector in Germany knowledge of the German language of competence level B2 of the "Common European Framework of Reference for Languages" is required.

When submitting a visa application to take part in an adaptation course in Germany, applicants should be able to provide proof of German language skills of at least competence level B1 (further information at: www.goethe.de). In general language proficiency on this level is also

necessary to successfully participate in an adjustment course. Additional language courses to obtain language proficiency of the competence level B2 can then also be attended while in Germany.

4. Obtaining additional information

General information on working in Germany as a health professional and the recognition procedure of foreign qualifications is available in English language on the following websites:

- www.make-it-in-germany.com/en
- <https://www.anerkennung-in-deutschland.de/html/en/index.php>