



## **Information on Visas for Au-Pair Stays**

(Effective: December 2019)

This information sheet, other forms as well as the visa appointments are free of charge!

To apply for a visa to work as an au-pair in Germany, the following documents have to be provided by the applicant. Documents that are not presented either in German, English or French have to be supplied together with a translation into German or English by an in the European Union sworn translator plus one copy of the translation.

1. Two completely filled-in and signed application forms (category D);
2. Two recent biometrical passport photographs with a bright background (3.5 cm x 4.5 cm). The photos have to show the facial features from the chin to the hairline as well as the left and right half of the face;
3. A valid passport or other valid travel document as well as a copy of the first four pages of the passport/travel document (in the case of new Ethiopian passports, a copy of the first page is sufficient); The passport/travel document has to be valid at least three months after the end of the intended journey;
4. Ethiopian ID-card (original and two copies);
5. Birth certificate (original and two copies);
6. Au-Pair contract (original and two copies). This contract should contain the following information:
  - Exact identification of the contracting parties
  - General duties of the host parents and the au-pair
  - Agreement about a monthly pocket money of 260,- Euro
  - Commitment of the host parents to conclude an insurance for the au-pair covering illness, pregnancy and birth as well as accident
  - Commitment of the host parents to support the participation in German language courses with a contribution of 50,- Euro per month
  - Agreement about the working hours:
    - max. 6 hours per day
    - max. 30 hours per week
    - at least 2 work days holiday per months
7. Proof of German language proficiency (A1 language certificate or higher (original and two copies));  
When applying for the visa, oral language proficiency will be tested;
8. Ethiopian school leaving certificate (original and two copies);
9. Detailed CV (original and two copies);
10. Motivational letter (original and two copies);

When lodging your application, digital fingerprints of all ten fingers will be taken.

Note: In particular cases, the Embassy reserves the right to request further documentation.