



Checklist for international Researchers

Before coming to Kiel

1. Get in touch with our Welcome Center (welcome@geomar.de) at GEOMAR to let them know when you will arrive. Arrange a time to meet after your arrival.

2. Start early by collecting the **documents** you will need for your stay. Some may need to be translated into German or English. Important documents to bring with you:
 - a) A **passport**, or equivalent identification, valid for your entire stay in Germany;
 - b) A **visa** for yourself and any accompanying family members. We strongly encourage you to apply for a visa as soon as possible. Waiting times for appointments can be long and applications for accompanying family members may take especially long. You can apply for a visa at the German embassy or consulate in your country;
 - c) **Documentation** of your fellowship/scholarship/job offer/work contract or other proof of **financing**, covering your cost of living for the duration of your stay;
 - d) **Several passport** pictures for various pieces of identification (e.g. residence permit);
 - e) **Birth Certificate** and **marriage Certificate** (best if officially translated into German);
 - f) These documents are also recommended:
 - 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

5. **Accompanying spouses** who wish to work in Germany should apply for a visa with the employment allowed.

6. It is advisable to start the search for **accommodation** as soon as you know when you in Kiel if possible at least six months ahead of arrival.

7. If you plan to bring a **car** to Germany or wish to **drive** here please note the following:
 - a) Citizens of the EU, Liechtenstein, Norway and Iceland: Your driving license is valid in Germany, just as it is in your home country.
 - b) Citizens of other countries: You can drive for six months with your existing driving license from the day you register your residence. After this, you will need a German license. Whether you will have to take, a test depends on which country issued your driving license.
 - c) All cars of residents in Germany need to be registered. You can do this at the nearest car registration office. You will need your vehicle title (proof that the car belongs to you) and your motor vehicle insurance policy

[If you have more questions, do](#)