

# HAVE YOU CHECKED WHEN YOUR RESIDENCE PERMIT EXPIRES?



## Remember!

To avoid complications, **you** must contact the **Ausländerbehörde** (Foreigners Office) **3 months before** the expiry date.

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# HAVE YOU CHECKED WHEN YOUR RESIDENCE PERMIT EXPIRES?



## Keep in mind!

It is **not enough** to let us (ISS) know that your visa or residence permit is about to expire - **you must contact the Foreigners Office yourself.**

**Do not book any travel** outside of Germany if your residence status is unclear!

**Language Barriers?** Tutor International can accompany you to your appointment with the Foreigners Office ✉ [info@tutor-international.de](mailto:info@tutor-international.de)

## IMPORTANT STEPS!

01

**You** must contact the Ausländerbehörde (Foreigners Office) –not ISS– **3 months** before the expiration date. Mark it in your calendar!

02

We recommend to contact the **Foreigners Office** via **E-Mail**. Keep this E-Mail as proof that you contacted them before your residence permit or visa expired!

03

If you need the **Bestätigung der Bildungseinrichtung**, contact International Admissions at least 3 weeks before your appointment.

**E-Mail:** [international.admission@zv.tu-darmstadt.de](mailto:international.admission@zv.tu-darmstadt.de)

04

The Foreigners Office has not responded to your E-Mails? Still need help getting a new appointment? Fill out our form for further support:

[www.tu-darmstadt.de/abh-form](http://www.tu-darmstadt.de/abh-form)

## International Student Services:



[iss@zv.tu-darmstadt.de](mailto:iss@zv.tu-darmstadt.de)



[www.tu-darmstadt.de/iss](http://www.tu-darmstadt.de/iss)

