

Schengen visa for diplomats

Information for the staff of the diplomatic missions in Ukraine **(For holders of diplomatic or service passports only)**

Accredited in Ukraine holders of diplomatic and service passports may apply for a Schengen visa **in the Visa Section of the German Embassy in Kyiv** (#57 Lva Tolstoho str., business-center „101 Tower“, 22nd floor) or in the Visa application center VISAMETRIC.

Please note: According to the Visa Code, the German Embassy can accept your documents if your main travel destination is Germany.

Appointment: Please send an email with a copy of verbal note and an applicant's passport copy to the visa section tf.visa.kiew@gmail.com to arrange an appointment in the Embassy or contact our [visa application center](#) VISAMETRIC.

Children under 12 do not need to come to the Embassy in person but they should have their own visa application and supporting documents. Children over 12 and adults should apply for visa in person. However, they may authorize a third person for documents submission if they had Schengen visas in the past 5 years (their biometric data (fingerprints) acquisition has been already processed in the previous 59 months for any Schengen Visa application).

Documents to submit with your visa application:

Please print out this leaflet. Please sort your documents in the following order and mark with a cross(x) the documents you have submitted with your visa application:

- Schengen visa application form**
Please, complete the VIDEX visa application form and print it out. You also have to sign your visa application form.
- 2 current passport pictures (taken in the last 6 months).** Please stick one picture on your visa application form and one picture please attach loose
- Diplomatic verbal note (in origin):**
The diplomatic verbal note should contain the name (-s) of the applicant/traveller (-s), their title (-s) or official status. Besides, it should contain information concerning the travel destination, intended date of the journey, duration of stay, information on the purpose of journey
- Diplomatic / service passport** in origin and **one passport copy** (copy of the identification page and of all pages with notes/visas/stamps). Your passport should be valid at least 3 months after you return to Ukraine
- Diplomatic accreditation card** in origin and 1 copy of it
- Information provided to applicants pursuant to Section 54 (2) 8 in conjunction with Section 53 of the Residence Act** (attached to this leaflet)

Belehrung nach § 54 Abs. 2 Nr. 8 i.V.m. § 53 AufenthG

Ein Ausländer kann ausgewiesen werden, wenn er falsche oder unvollständige Angaben zur Erlangung eines deutschen Aufenthaltstitels oder eines Schengen-Visums macht.

Der Antragsteller ist verpflichtet, alle Angaben nach bestem Wissen und Gewissen zu machen. Sofern er Angaben verweigert oder bewusst falsch oder unvollständig macht, kann dies zur Folge haben, dass der Visumantrag abgelehnt bzw. der Antragsteller aus Deutschland ausgewiesen wird, sofern ein Visum bereits erteilt wurde. Durch die Unterschrift bestätigt der Antragsteller, dass er vor der Antragstellung über die Rechtsfolgen verweigerter, falscher oder unvollständiger Angaben im Visumverfahren belehrt worden ist.

Ort, Datum

Unterschrift

Information provided to applicants pursuant to Section 54 (2) 8 in conjunction with Section 53 of the Residence Act

A foreigner can be expelled if he or she has furnished false or incomplete information in order to gain a German residence permit or a Schengen visa.

The applicant is obliged to provide all information to the best of his or her knowledge and belief. If he or she refuses to provide data or knowingly furnishes false or incomplete information, the visa application may be refused or, if a visa has already been issued, the applicant may be expelled from Germany. In signing this document, the applicant certifies that, before submitting the application, he or she was informed of the legal consequences of refusing to provide data or furnishing false or incomplete information in the visa application process.

Place, date

signature