All students

- **Round-trip ticket:** According to the German Federal Foreign Office Information Service, U.S. or E.U. citizens do not need a roundtrip ticket to enter Germany. However, it is a different matter for students with non-U.S. or non-E.U. citizenship who need to get a visa beforehand. Students who are not U.S. or E.U. citizens must contact the German Consulate for detailed information.

Beyond these regulations, it might be wise to buy a round-trip ticket instead of a one-way ticket; it is sometimes less expensive to change the itinerary for a return flight than to buy a new one-way ticket. If you do decide to buy a round-trip ticket, we recommend that you purchase a ticket that allows you to change the date of your return flight for a small fee, in the event that you need to change it once you are in Germany. Some airlines allow this but others do not, so check with your airline or online travel agency (i.e. Travelocity) on this issue.

- **Residence Permit:** Students who are not citizens of the European Union are required to obtain a residence permit upon arrival in Germany. The FU-BEST staff will process and submit this paperwork for you; you will not need to go to the local immigration office yourself. FU-BEST will pay the €50 fee for you, but in return you will be expected to pay for expenses related to German language class field trips (not exceeding €50).

**IMPORTANT NOTE:** Please note that all students will have to give up their passport for approximately one (1) week in order to have their German residence permits processed. This means that you will not be able to travel outside of Germany during this one-week period. Please note that the Free University staff is diligently working with you to obtain your residence permits. This is the German law, and exceptions cannot be made for anyone. Your cooperation is much appreciated. We suggest taking this time to familiarize yourself with Berlin or to visit other cities in Germany.

**U.S. citizens**

- **Visa:** U.S. citizens are NOT required to obtain a visa to enter Germany. However, you must have a U.S. passport, which must be valid for at least three months beyond the end date of your stay. After entering Germany, Free University staff will assist you in obtaining a residence permit.

**E.U. citizens**

- **Passport:** Citizens of the European Union are not required to obtain a visa or residence permit to study in Germany. However, you must enter the European Union using your E.U. passport. If you are not a dual U.S./E.U. citizen, also read the important information on U.S. re-entry permits below.

**Non-U.S. citizens**

- **Visa:** Non-U.S. citizens may be required to obtain a visa to enter Germany. This is different from obtaining a residence permit upon arrival. Contact the nearest German Consulate immediately in order to determine your specific visa requirements. The visa process may take several months and could jeopardize your participation in the program if not completed in time. You will not receive instructions from UCEAP.
• **Re-entry Permit**: Make sure your passport and your U.S. re-entry permit will be valid for the entire length of time you will be abroad. If necessary, contact the U.S. Citizenship and Immigration Services (USCIS) to extend the expiration date on your re-entry permit. If you plan to visit or travel through any other countries, be sure to obtain any transit or tourist visas required by these other countries as well. If your re-entry permit expires while you are abroad, you will have difficulties returning to the United States.

• **AB-540 Students**: AB540 students should consult an immigration attorney to evaluate the risks of potentially being unable to re-enter the United States and any impact that participation in UCEAP might have on any deferred action applications.

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**German Consulate**  
**San Francisco**  
1960 Jackson Street  
San Francisco, CA 94109  
Tel: (415) 775-1061

Hours: 9 AM to 12 noon  
Monday – Friday

Phone hours:  
8 AM to 12 PM and 2 PM to 4 PM  
Monday – Thursday  
8 AM to 12 PM  
Friday

**German Consulate**  
**Los Angeles**  
6222 Wilshire Boulevard  
Suite 500  
Los Angeles, CA 90048  
Tel: (323) 930-2703

Hours: 8 to 11 AM  
Monday – Friday

Phone hours:  
8 AM to 4 PM  
Monday – Thursday  
8 AM to 1 PM  
Friday