

To

Embassy of the Federal Republic of Germany in >City, Country<
<Address of Embassy/Conselate>

From

<Applicant's Name>
<Applicant's Address>
<Applicant's E-mail and Mobile#>

<City name, Date>

Subject: Application for German National Visa for long-term (Student-Visa).

Respected Sir/Madam,

My name is <xxxx>, I am a citizen of <xxxx> and residing at <xxxx>, I have finished my high school in <name of country and city> with grade of <XX%>.

I would like to submit my application with all the required documents with the intention of obtaining a student visa for a foundation year "Studienkolleg" at the <name of the institute> in <city>. Address: <xxxx>.

I have made my plans of moving to Germany with the solitary objective of pursuing my higher education "Bachelor in xxxx" which would help me to enhance my career prospects.

I have been given an ADMISSION from <name of the institute> for the program T-course for the summer semester in the year <xxxx>. The date of enrollment for the program is <xxxx>. The program is entirely taught in German.

I have also opened a blocked account (Sperkonto) and my health insurance was arranged through xxxx GmbH. My accommodation has been also arranged by xxxx Studienkolleg, my address in Bonn will be in xxxx-Str. 9, 53xxx Bonn.

Attached to this cover letter, please find the following documents to support my application:

1. Visa Application Form (2 copies)
2. Updated CV
3. Motivation letter
4. Copy of passport's information page
5. Letter of admission from Studienkolleg
6. Proof of opening of Blocked Account
7. School Leaving Certificate
8. Proof of German Language Proficiency
9. Proof of health insurance
10. <xxxx>
11. <xxxx>

I would like to request you to consider my application and grant me the visa for which I shall be highly grateful.

Yours Sincerely

<Name> and <Applicant's signature>