

Required Documents for Adults

The following documents are required for the application (**original + 1 photo copy**):

- completed application form
Application formPDF / 694 KB
- two identical biometric recent passport photos (Please do not cut the photos yourself!)
Sample Photos for PassportsPDF / 550 KB
- your birth certificate stating the exact place of birth (it is not sufficient if only the county is mentioned on the US birth certificate, a "proof of birth letter" issued by the hospital with the name of the town must then also be provided)
- if married, divorced or widowed: marriage certificate, if applicable divorce decree or death certificate of the spouse
- previous passport (data page with photo)
- valid residence permit in the US (US Resident Alien Card, US residence visa, US passport, US Certificate of Birth Abroad or US. Citizenship Certificate) **Holder of a Green Card without expiration date**
- if the last name in your previous passport is not the same as the last name you currently use, a name declaration might have to be done. Please consider the **Information on Name Declaration**
- Proof of current name usage (i.e. one of the following: German birth certificate, German marriage certificate or if married outside of Germany, certificate of current name usage issued by the registrar's office in Germany)
- if applicable, German Naturalization Certificate
- if applicable, US Naturalization Certificate with "**Beibehaltungsgenehmigung**"
- your US driver's license or an utility bill in your name as proof of residence
- if applicable, deregistration of your last place of residence in Germany ("Abmeldebescheinigung"), if it is entered in your last passport
- if applicable, your German Doctoral Certificate, if you would like to have your doctoral degree entered in your passport
- **Passport fee**