

# Ausländerbehörde foreigner's office (Landratsamt)

The Ausländerbehörde at Landratsamt is closed for the time being. If you have questions to the Ausländerbehörde, please call them on the phone.

**The phone numbers of the persons in charge there** you can find on the website:

<https://www.kreis-tuebingen.de/site/LRA-Tuebingen-Internet-Root/node/310341?QUERYSTRING=ausl%C3%A4nderbeh%C3%B6rde>

## **General office hours are:**

Monday, Wednesday and Friday from 8.00am till 12.00am

Thursday from 8.00am till 12.30am and 1.30pm till 5.00pm

Tuesday they are closed

## **The postal address is:**

Landratsamt Tübingen Ausländerbehörde

Wilhelm-Keil-Str. 50

72072 Tübingen

## **If you want to renew your residence documents ("Ausweis") or apply for new ones?**

\* Bring your old ID (original) to the district office (letter box) or send it by post. \* The new ID card will be sent to you by post (yellow letter). \*

## **If you want to apply for an Aufenthaltsgenehmigung (residence permit)...**

- call them on the phone or send them an email. They will send you the necessary forms for the application by post
- send the filled application by post to the Ausländerbehörde at Landratsamt (postal address see above), or put the application into the mailbox of the Landratsamt
- afterwards your application will be evaluated
- afterwards you will receive a paper document („Fiktionsbescheinigung“). ⚠️ Carry this paper always with you. This paper is the proof that you are allowed to rightfully stay in Germany.
- Your fingerprints will be taken at a later time, once this is possible again
- only after this, your plastic ID card (elektronischer Aufenthaltstitel) can be ordered

## **If you already have applied for an Aufenthaltsgenehmigung**

## (residence permit)...

...and already have received an invitation letter to pick up your plastic ID card at the Landratsamt

- make an appointment with the Ausländerbehörde at Landratsamt by phone
- at this appointment, you can pick up your new ID card at the outside counter window in Landratsamt

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