

## **IMPORTANT INFORMATION!**

Basically, the Foreigners' Registration Office (Ausländerbehörde) works with a system of appointment allocation, i.e. the independent booking of an appointment is currently not possible.

You will be given a date after you have submitted your application documents. Due to backlog, the processing of your applications may be delayed and emergency situations may occur.

**Only in the case of a justified emergency is a same-day appointment possible!**

### **What is a justified emergency?**

A justified emergency is a situation in which a document is needed immediately, as otherwise damage is imminent. This applies in the following cases:

- Lost documents
- Expired documents
- Threat of job loss
- Proven urgent travel abroad for personal or professional reasons within the next seven days (e.g. business trip, illness, death)

The foreigners authority checks and decides whether there is an emergency.

Such emergencies are only attended to on Tuesdays and Thursdays, at 2 service points during opening hours.

If none of the above-mentioned emergencies are present, we kindly ask you NOT to join the queue, but to contact us by post or e-mail with your request.

Student, trainee or language course participant:  
studium-ausbildung@ewo.magdeburg.de

Employees, freelancers or self-employed:  
erwerbstaetigkeit@ewo.magdeburg.de

Relatives of a German citizens, extension of a tourist visa or permanent residents in another EU state:  
aufenthaltsrecht@ewo.magdeburg.de

Humanitarian residence permit:  
humanitaer@ewo.magdeburg.de

EU citizen or relative of an EU citizen:  
freizuegigkeit@ewo.magdeburg.de

Letter of obligation:  
verpflichtungserklaerung@ewo.magdeburg.de

Tolerated stay:  
aufende@ewo.magdeburg.de

Naturalisation:  
staatsnamen@ewo.magdeburg.de

Ukraine:  
[ukraine-abh@ewo.magdeburg.de](mailto:ukraine-abh@ewo.magdeburg.de)

Thank your for your understanding!

Yours

Ausländerbehörde Magdeburg