



British Embassy
Berlin

Message from British Embassy, Berlin – visas for school groups visiting the UK

This is a message for all teachers and parents/legal guardians preparing for or considering a school visit to the UK.

The British Embassy in Berlin wants as many school groups from Germany as possible to organise successful visits to the UK. School trips and exchanges are a vital way to promote mutual understanding and bring our countries closer together. It is important, however, that those organising such trips pay attention to the practicalities. We hope the following information is useful for teachers and parents interested in arranging such a visit.

German schoolchildren can visit the UK as tourists, on a school trip or as part of a school exchange without a visa for up to 6 months. They should ensure they have a passport valid for the duration of their trip. There is also [further information](#) about the activities that they are permitted to carry out without a visa during their stay.

If there are schoolchildren of **other (non-German) nationalities** in the travelling group, they should [check if they need a visa](#) to visit the UK. Please note that Schengen visas and residence permits for Schengen countries are not valid for visa free entry to the UK. If the student travels on a travel document for foreign nationals (for example a travel document for refugees or stateless persons) issued by the German authorities, he/she should apply for a UK visa. For a class trip, anyone who needs a visa would apply for a [standard visitor visa](#). Find [average decision times for visa applications](#) and information on possibilities to [get a visa decision faster](#).

As part of the application, each applicant will make an appointment online to visit one of UKVI's visa application centres in Dusseldorf, Berlin or Munich. These are managed by UKVI's commercial partner, TLScontact. Applicants can register for the appointment via <https://pos.tlscontact.com/germany>. If the applicant is a minor he/she needs to be accompanied by a legal guardian or parent for the appointment.

If a visa is required, applicants should note in particular the need to:

Apply in good time. Applications may be submitted up to 3 months before travelling, so they should apply as far in advance as possible of the planned visit to the UK

Give plenty of [supporting evidence](#):

- provide as many official documents as possible together with their application. These may include information their school has shared about the trip, planned activities and confirmation from the school that the child is a pupil there
- provide documents that demonstrate clearly that sufficient funds are available to support the child financially during the trip, for example a parent's work contract, pay slips, bank statements. If German authorities take responsibility for some or all costs, they should provide evidence of this
- Attach a copy of their residence permit
- provide [written parental/guardian consent for the class trip](#)

Fill the application thoroughly and take care to:

- give the address of a host family (if the child is staying with one) if asked for in the visa application. If they do not have this information when they are applying, they should provide the host school's address and the name of the head-teacher as a main contact.
- [include the personal and contact details of up to 2 responsible accompanying adults \(PDF, 32KB\)](#) as the point(s) of contact while the child is in the UK. When asked if the pupil is travelling unaccompanied, they should answer 'no'.

Whether a visa will be granted is at the discretion of the UK Visas and Immigration (UKVI) case officer processing the application.

If the applicant has been waiting longer than the average decision time and the planned travel date is in the next 5 working days, please email UKinGermany@fcdo.gov.uk. The British Embassy is not responsible for visa matters and cannot intervene directly in individual visa decisions, but we can confirm that UKVI processes applications made in good time as quickly as possible and clarify any inconsistencies.