How to book an appointment with the immigration office Kleve

1. Go to the website of the immigration office Kleve and select “Studying with a visa”.

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**foreigners Authority**

You can translate the text into different languages using the "Language" button at the top right of the page.

Foreigners who have their main place of residence in the districts of Kleve are looked after by Kleve County in many legal matters. The contact point for them is the foreigners authority. It is located at Nassauerallee 12, the entrance is opposite the main building of the district administration. The district of the immigration office is located at Nassauerallee 81 and opens at 8 o'clock. Customers who want to make an appointment or pick up their residence permit can come directly to the Immigration Office Nassauerallee 12.

The immigration office still registers a high number of visitors. Therefore, please understand that, despite our efforts, not all requests can be handled on the same day. Timely appointments are not always possible or longer waiting times must be accepted.

Please check before your visit. If in your case a personal appointment is necessary. Click here.

**Notes on appointments**

You can avoid long waiting times by sending an appointment request in advance to the e-mail address immo.ka@kreis.kleve.de. For an appointment, the following information is required:

- name and first name
- date of birth
- e-mail address
- as accurate as possible description of the request

You will receive a message as soon as possible.
2. On the next page you will find the link to the online ticket system.
3. Follow the link and you will see this page. Please click the blue box.

4. Select “Visaday Hochschule Rhein-Waal” and click “+” for 1 appointment. Then click on “weiter” to proceed with your booking.
5. In the next window you will have to fill in your personal data into a mask. The fields marked with a * are mandatory to fill.

You can choose if you want to be called by your appointment number (Aufruf über Terminnummer) or by your name (Aufruf über Name) at the day of your appointment.

In the end you have to select that you agree with the personal data protection policy of the immigration office. Then click on “weiter”.
6. Now select the exact date and time of your appointment. Appointments for students are given up to three weeks in advance and exclusively on Wednesdays. First select the week that you prefer.
Then choose the exact time. Red means the spot is already taken. When you select a free spot it turns green.

To confirm your booking click on “Termin reservieren”.

7. You will then receive a confirmation email from the immigration office. Important: Only if you click the link in the email your appointment is booked.

For all other questions regarding your appointment please contact the immigration office Kleve.