

99085005012001, 99085005012001

Apply for a travel document (passport replacement) for foreigners from non-EU countries

Heruntergeladen am 02.07.2025

<https://fimportal.de/xzufi-services/126049148/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99085005012001, 99085005012001
Leistungsbezeichnung I	Apply for a travel document (passport replacement) for foreigners from non-EU countries
Leistungsbezeichnung II	
Typisierung	2/3b - Bund: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Reisepass (085)
Verrichtungskennung	Ausstellung (012)
SDG-Informationsbereich	Dokumente, die von Unionsbürgern, ihren

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	Familienmitgliedern, die keine Unionsbürger sind, allein reisenden Minderjährigen und Nicht-Unionsbürgern bei grenzüberschreitenden Reisen innerhalb der Union verlangt werden (Personalausweis, Visum, Pass)
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	04.11.2024
Fachlich freigegeben durch	Ministry of the Interior, Building and Digitalization Mecklenburg-Western Pomerania
Handlungsgrundlage	https://www.gesetze-im-internet.de/aufenthv/_4.html https://www.gesetze-im-internet.de/aufenthv/_5.html https://www.gesetze-im-internet.de/aufenthv/_6.html https://www.gesetze-im-internet.de/aufenthv/_8.html https://www.gesetze-im-internet.de/aufenthv/_9.html https://www.gesetze-im-internet.de/aufenthv/_11.htm https://www.gesetze-im-internet.de/aufenthv/_4.html https://www.gesetze-im-internet.de/aufenthv/_48.htm
Teaser	If you do not have a passport from your country of origin and it is not possible for you to obtain one in a reasonable manner, a travel document for foreigners can be issued to you in exceptional cases.
Volltext	<p>Every foreigner must have a recognized and valid passport or passport substitute. If you are not in possession of a passport or passport substitute, you must therefore apply to the diplomatic mission of your country of origin for the issue of such a document.</p> <p>The travel document for foreigners is a German passport substitute document that can be issued as an alternative in special exceptional cases.</p> <p>You can apply for a travel document for foreigners if you come from a non-EU country, do not have a passport or passport substitute from your home country and cannot reasonably obtain such a</p>

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document.

As a rule, reasonable means

- to apply for a new or renewed passport or passport substitute in your home country in good time before your passport expires and to cooperate in the official procedure, and
- pay the fees stipulated in your country of origin.

It would not be reasonable, for example, if you are granted asylum in Germany as a politically persecuted person and are therefore unable to visit the embassy of your country of origin. High costs for obtaining a passport in your country of origin do not make obtaining a passport unreasonable in principle.

When applying for a travel document for foreigners, you should be able to provide evidence of your previous efforts to obtain a passport.

If you are only temporarily without a passport, a travel document for foreigners can only be issued if there are compelling reasons for doing so.

In addition to the unreasonableness of obtaining a passport, a further requirement is that

- Your stay in Germany is legal, i.e. you are either already in possession of a residence permit (residence permit, settlement permit, EC permanent residence permit) or should receive this together with the travel document.
- you are to be allowed to leave the federal territory permanently.
- you are in the asylum procedure and there is an urgent public interest in issuing the travel document or compelling reasons require the travel document to be issued or the refusal to issue the travel document would constitute undue hardship

and the implementation of the asylum procedure is not jeopardized.

The immigration authority may determine that the

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travel document should only be valid for certain countries or parts of the world.

If the country of origin refuses to issue a passport or passport substitute for reasons that also exist in German passport law, no travel document can be issued.

Erforderliche Unterlagen

- Current biometric photo in passport format (45 x 35 mm)
- Proof of identity and nationality (e.g. expired travel documents, certificates or affidavits)
- Current residence permit, travel document or current residence permit, if available

In individual cases, the foreigners authority may require less or further proof.

Voraussetzungen

- You are a citizen of a non-EU country.
- You do not have a passport or passport substitute from your country of origin.
- You can prove that it is not reasonably possible for you to obtain a passport or passport substitute from your country of origin.
- You meet one of the following requirements: You are either in possession of a residence title (residence permit, settlement permit, EC permanent residence permit) or are to receive this together with the travel document. The travel document should enable you to leave the federal territory permanently.

You are in the asylum procedure and there is an urgent public interest in issuing the travel document, compelling reasons require this or it would mean undue hardship if the travel document is not issued to you, and your asylum procedure is not jeopardized by the issuance of the travel document.

Kosten

Amount of costs:

- From the age of 24: EUR 100.00
- Up to the age of 24: 97.00 EUR
- Temporary travel document for foreigners: EUR 67.00
- Travel document without storage medium for foreigners up to the age of 12: EUR 14.00

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- Extension of a temporary travel document for foreigners: EUR 20.00

Remark:

The issuing of travel documents is always subject to a fee (even when receiving social benefits).

The fee must be paid in full even if the application for a travel document is rejected.

Verfahrensablauf

- Find out whether your foreigners authority allows you to apply online or has a special application form.
- If the application can only be submitted in person, make an appointment at the Aliens' Registration Office. In the case of online application, the Aliens' Registration Office will contact you after receiving your application to schedule an appointment.
- During the appointment, your identity and documents will be checked (please bring your documents to the appointment, if possible in original).

When the travel document for foreigners is ready, you will receive an information and you can pick up the document at the competent office. If your application is rejected, you will receive a rejection notice.

Bearbeitungsdauer

approx. 8 weeks Further information on the processing time: It takes around 4 to 6 weeks for Bundesdruckerei to produce the travel document.

Frist

The application should be received by the Foreigners' Registration Office at the latest 8 days before the travel document is required. Duration (with fixed time): maximum 10 Remark: The period of validity of the travel document for foreigners is linked to the validity of the residence document. The maximum period of validity is • for children under the age of 12: six years, at the longest until their 12th birthday • for persons aged between 12 and 24 at the time of issue: six years • for persons who are 24 years or older at the time of issue 10 years Temporary travel documents are issued with a validity period of up to one year. In individual cases (for example, if the travel document is issued for the final departure from Germany), the validity is

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usually limited to a maximum of one month.

weiterführende Informationen

<https://www.bundespolizei.de/Web/DE/01Sicher-auf-Reisen/06Passrechtliche-Hinweise/01Ersatzpapiere-beantfragen/Forms/Documents/staatenliste-anerkennung-von-ersatzpapieren.html?nn=5931340>
<https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/themen/moderne-verwaltung/ausweise/fotomustertafel.html>
<https://www.bundespolizei.de/Web/DE/01Sicher-auf-Reisen/06Passrechtliche-Hinweise/01Ersatzpapiere-beantfragen/Forms/Documents/staatenliste-anerkennung-von-ersatzpapieren.html?nn=5931340>

Hinweise

- There is no entitlement to the issue of a travel document for foreigners. It is always a case-by-case decision.
- Travel documents for foreigners contain the following visible information: Issuing authority, date of issue, period of validity, serial number, personal data of the ID card holder (surname and, if applicable, maiden name, first names, doctor's degree, date and place of birth, gender, height, color of eyes, place of residence, nationality, photograph and signature).
- As a rule, travel documents for foreigners are issued with biometric features, i.e. with an electronic storage and processing medium (exception: temporary travel documents and travel documents for children up to the age of twelve).
- Once travel documents issued with biometric features expire, a new travel document must be issued. Temporary travel documents can be extended under certain conditions.
- Processing media cannot be extended.
- Recognized refugees and stateless persons can also receive a travel document.

Citizens of the European Union (EU), the European Economic Area (EEA) and Switzerland can be issued an emergency travel document.

Rechtsbehelf

- Appeal against the decision of the Foreigners' Registration Office
- Action before the court named in the notice of appeal if the appeal is not granted

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Kurztext

- Travel document issuance for foreigners
- Foreigners must possess a recognized and valid passport or passport substitute or must apply to the foreign representation of their home country for the issuance of a passport or passport substitute.
- Foreigners who do not possess a passport or passport substitute and cannot demonstrably obtain one in a reasonable manner may be issued a travel document for foreigners (German passport substitute) in special exceptional cases.
- Further requirement: Residence in Germany is legal, i.e. the foreigner is either already in possession of a residence title or is to receive this together with the travel document, or The foreigner is to be enabled to leave the Federal territory permanently. The foreigner is in the asylum procedure and there is an urgent public interest in the issuance of the travel document, compelling reasons require the issuance or the refusal would represent an undue hardship and the asylum procedure is not jeopardized.
- Validity of the travel document can be limited to certain states or parts of the world.
- If the country of origin refuses to issue a passport or passport replacement for reasons that also exist in German passport law, no travel document can be issued.
- Responsible for the issuance of the travel document in Germany: the foreigners authority responsible for the applicant's place of residence abroad: the foreign missions

Ansprechpunkt

The foreigners authority responsible for the applicant's place of residence is responsible.

Zuständige Stelle

The foreigners authority responsible for the applicant's place of residence is responsible.

Formulare

Ursprungsportal

Reiseausweis (Passersatz) für Ausländer aus Nicht-EU-Staaten beantragen, Apply for a travel document (passport replacement) for foreigners from non-EU countries