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# ICT card for employees transferred within the company: apply for extension

Heruntergeladen am 15.07.2025

<https://fimportal.de/xzufi-services/126260211/L100027>

Modul	Sachverhalt
Leistungsschlüssel	99010036020000, 99010036020000
Leistungsbezeichnung I	ICT card for employees transferred within the company: apply for extension
Leistungsbezeichnung II	
Typisierung	3b - Bundesaufsichtsverwaltung: Regelung, Land: Ausführungsvorschriften, Kommune: Vollzug
Quellredaktion	Mecklenburg-Vorpommern
Freigabestatus Katalog	fachlich freigegeben (gold)
Freigabestatus Bibliothek	fachlich freigegeben (silber)
Begriffe im Kontext	
Leistungstyp	Leistungsobjekt mit Verrichtung
Leistungsgruppierung	Aufenthaltstitel (010)
Verrichtungskennung	Verlängerung (020)
SDG-Informationsbereich	Anforderungen in Bezug auf Aufenthaltskarten für

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	Unionsbürger und ihre Familienmitglieder, einschließlich Familienmitglieder, die keine Unionsbürger sind
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	25.10.2024
Fachlich freigegeben durch	Ministry of the Interior, Building and Digitalization Mecklenburg-Western Pomerania
Handlungsgrundlage	<a href="https://www.gesetze-im-internet.de/aufenthg_2004/_19.html">https://www.gesetze-im-internet.de/aufenthg_2004/_19.html</a> <a href="https://www.gesetze-im-internet.de/aufenthg_2004/_8.html">https://www.gesetze-im-internet.de/aufenthg_2004/_8.html</a> <a href="https://www.gesetze-im-internet.de/aufenthg_2004/_39.html">https://www.gesetze-im-internet.de/aufenthg_2004/_39.html</a> <a href="https://www.gesetze-im-internet.de/beschv_2013/_10a.html">https://www.gesetze-im-internet.de/beschv_2013/_10a.html</a> <a href="https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX%3A32014L0066&amp;from=EN">https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX%3A32014L0066&amp;from=EN</a> <a href="https://www.gesetze-im-internet.de/aufenthg_2004/_19.html">https://www.gesetze-im-internet.de/aufenthg_2004/_19.html</a> <a href="https://www.gesetze-im-internet.de/aufenthg_2004/_8.html">https://www.gesetze-im-internet.de/aufenthg_2004/_8.html</a> <a href="https://www.gesetze-im-internet.de/aufenthg_2004/_39.html">https://www.gesetze-im-internet.de/aufenthg_2004/_39.html</a> <a href="https://www.gesetze-im-internet.de/beschv_2013/_10a.html">https://www.gesetze-im-internet.de/beschv_2013/_10a.html</a> <a href="https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX%3A32014L0066&amp;from=EN">https://eur-lex.europa.eu/legal-content/DE/TXT/PDF/?uri=CELEX%3A32014L0066&amp;from=EN</a>
Teaser	You can apply to extend your ICT card if you wish to continue working in Germany as a manager, specialist or trainee and the maximum period of validity of the ICT card has not yet been exhausted.
Volltext	You can extend an ICT card if you want to continue working as a manager, specialist or trainee in a German branch of your company.
Erforderliche Unterlagen	In principle, the renewal of your ICT card requires the submission of the same documents as for the initial

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issue:

- recognized and valid identity document (e.g. passport or passport replacement)
- current biometric photo in passport format (45 x 35 mm)
- Employment contract and, if applicable, secondment letter from the employer
- Proof of your qualifications (e.g. university certificate, certificate of completed vocational training)
- Proof of means of subsistence (e.g. equity capital, blocked account, declaration of commitment, rental agreement)
- Proof of health insurance cover
- Current registration certificate

The documents and information must always be submitted in German. In individual cases, the foreigners authority may require less or further proof.

## Voraussetzungen

In principle, you must fulfill the same requirements for the extension of your ICT card as for the initial issue, i.e:

- Your company or group of companies has its headquarters outside the European Union and would like to continue to employ you as a manager, specialist or trainee in a branch in Germany.
- You can present an employment contract valid for the duration of the further transfer and, if necessary, a letter of secondment.
- The Federal Employment Agency has approved your continued employment (approval is obtained from the immigration authority) or there is an exemption from the approval requirement for the intended activity.
- You can secure your livelihood and health insurance cover from your income without claiming public benefits.
- There is no interest in deporting you.
- Your stay does not jeopardize or impair the interests of the Federal Republic of Germany.

## Kosten

- 96.00 EUR for a further stay of up to three months
- 93.00 EUR for a further stay of more than three months

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Additional fees may apply for the issue of the ICT card in the form of an electronic residence permit, which can also be used as electronic proof of identity.

## Verfahrensablauf

- Find out whether your foreigners authority allows you to apply online or has a special application form.
- If the application can only be made in person, make an appointment at the immigration office. If you apply online, the immigration office will contact you after receiving your application to arrange an appointment.
- During the appointment, your identity and documents will be checked (please bring your documents to the appointment, in the original if possible).
- If your application is approved, your fingerprints will be taken to produce the new ICT card (issued in the form of an electronic residence permit, or eAT card for short). The Foreigners' Registration Office will commission the Federal Printing Office to produce the ICT card. After completion, you will receive information and can collect the card from the responsible office. The card must always be collected in person.
- If your application is rejected, you will receive a notice of rejection.

## Bearbeitungsdauer

approx. 6 weeks to 8 weeks The production of the new ICT card by Bundesdruckerei takes around 4 to 6 weeks.

## Frist

Application deadline: The extension should be applied for at least 6 to 8 weeks before your current ICT card expires. Period of validity: The ICT card is issued for the duration of the transfer within the company (1 - 3 years). However, the stay may not exceed 3 years for managers and specialists and 1 year for trainees. Extension is excluded if the maximum duration of the transfer has been reached.

## weiterführende Informationen

[https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/2017/arbeitshinweise-umsetzung-aufenthaltsrechtliche-richtlinien-zur-arbeitsmigration.pdf?\\_\\_blob=publicationFile&v=1--](https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/2017/arbeitshinweise-umsetzung-aufenthaltsrechtliche-richtlinien-zur-arbeitsmigration.pdf?__blob=publicationFile&v=1--)  
<https://www.bamf.de/DE/Themen/MigrationAufenthalt/ZuwandererDrittstaaten/Arbeit/ICT/ict-node.html;jssessionid=E400C735F79684996D7AD30F9473968D.internet>

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<https://www.bamf.de/DE/Themen/MigrationAufenthalt/ZuwandererDrittstaaten/MobilitaetEU/MobilitaetICT/mobilitaet-ict-node.html>

<https://www.make-it-in-germany.com/de/unternehmen>

[https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/2017/arbeitshinweise-umsetzung-aufenthaltsrechtliche-richtlinien-zur-arbeitsmigration.pdf?\\_\\_blob=publicationFile&v=1--](https://www.bmi.bund.de/SharedDocs/downloads/DE/veroeffentlichungen/2017/arbeitshinweise-umsetzung-aufenthaltsrechtliche-richtlinien-zur-arbeitsmigration.pdf?__blob=publicationFile&v=1--)

<https://www.bamf.de/DE/Themen/MigrationAufenthalt/ZuwandererDrittstaaten/Arbeit/ICT/ict-node.html;jsessionid=E400C735F79684996D7AD30F9473968D.internet532>

<https://www.bamf.de/DE/Themen/MigrationAufenthalt/ZuwandererDrittstaaten/MobilitaetEU/MobilitaetICT/mobilitaet-ict-node.html>

<https://www.make-it-in-germany.com/de/unternehmen>

## Hinweise

The following information is available:

- The ICT Directive 2014/66/EU relevant for the transfer is implemented in all EU member states with the exception of Denmark and Ireland. It is therefore not possible to enter Denmark and Ireland with an ICT card.
- A personal appearance at the authorities is required.
- The procedure is usually conducted in German.
- All information provided to the Immigration Office should be correct and complete to the best of your knowledge and belief so that your application can be processed without major delays.
- Incorrect or incomplete information can slow down the procedure and be detrimental to the person concerned. In serious cases, incorrect or incomplete information that is not completed or corrected in good time vis-à-vis the immigration authority can result in the revocation of residence rights that have already been granted, a fine, a prison sentence of up to three years or expulsion from the federal territory.
- Due to the complexity of residence law, this description is for information purposes only and is not legally binding.

## Rechtsbehelf

- Appeal against the decision of the immigration authority within one month of notification.

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	<ul style="list-style-type: none"> <li>• Action before the court named in the objection notice if the objection is not upheld</li> </ul>
Kurztext	<ul style="list-style-type: none"> <li>• Extension of the ICT card for employees transferred within the company</li> <li>• An ICT card can be extended if the posting of a foreign employee to a German branch of a non-European company is to be continued.</li> <li>• The extension is only possible if the maximum period of validity of the ICT card has not yet been exhausted: three years for managers and specialists; one year for trainees.</li> <li>• In principle, the same conditions must be met for the extension as for the initial issue.</li> <li>• As a rule, the Federal Employment Agency must approve the continued employment (approval is obtained from the foreigners authority).</li> <li>• Responsible: the foreigners authority responsible for the applicant's place of residence</li> </ul>
Ansprechpunkt	
Zuständige Stelle	The foreigners authority responsible for the applicant's place of residence is responsible for processing the application.
Formulare	Applications can be submitted informally.
Ursprungsportal	ICT card for employees transferred within the company: apply for extension, ICT-Karte für unternehmensintern transferierte Arbeitnehmer: Verlängerung beantragen