



LUDWIG-
MAXIMILIANS-
UNIVERSITÄT
MÜNCHEN

ZENTRALE UNIVERSITÄTSVERWALTUNG,
REF. VII.1, LMU GATEWAY –
FOR NEW INTERNATIONAL ACADEMIC STAFF



LMU GATEWAY CHECKLIST - PREPARING YOUR MOVE



Recommended timeline prior to your departure (please keep in mind that these are only general recommendations and timelines may differ due to individual circumstances)

- Check validity of travel documents - *5 to 6 months*
- Arrange travel and/ or health insurance valid in Germany (for visa application) or check the validity of your home-country insurance for the duration of your stay - *4 months*
- Familiarize yourself with residence permit regulations for your nationality - *4 to 5 months*
- Apply for a visa, if required - *4 months*
- Search for accommodation in Munich (short-term or long-term) - *3 months*
- Get in contact with our Dual Career Service, if applicable - *2 months*
- Arrange medical and dental checks in your country of residence, if needed, and bring documentation - *2 months*
- Collect your medical records (and your family's) - *1 month*
- Consider bringing a supply of any medication you may be taking regularly - *1 month*

Additional Checklist for families with children:

- Consider childcare & school options for your children – *5 to 6 months*
- Gather important documents for childcare registration & school enrolment in Munich - *2 months*
- Gather documentation needed to apply for financial support for families in Germany - *2 months*

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