

CZECH REPUBLIC - CHECKLIST FOR long-term visa/residence permit (STUDY purpose)

Name of the applicant:

Do you speak English/Czech? ☐ YES ☐ NO - I have arranged for an interpreter ☐ YES
☐ NO

VISA APPLICATION REQUIREMENTS:		Submitted?		
Documents:		Applicant	Embassy	Embassy – remarks:
1.	Application form - duly completed and signed by the applicant	<input type="checkbox"/>	<input type="checkbox"/>	
2.	Original passport + 2 copies of ID page <ul style="list-style-type: none"> Passport must not be older than 10 years + must be valid for at least 3 months after the validity of the long-term visa. 	<input type="checkbox"/>	<input type="checkbox"/>	
3.	2x passport photographs – sized 3,5 x 4,5 cm (light background), complying with ICAO standards and corresponding to the <u>current</u> appearance of the applicant.	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Applicants – foreigners residing in Saudi Arabia/Oman/Bahrain/Yemen: a proof of stay based on a residence permit for at least 2 last years (continuously) + 2 copies thereof <ul style="list-style-type: none"> If the minimum 2-year continuous stay requirement cannot be proved by a residence permit + passport stamps, then the excerpt from the SAU/BHR/OMN/YEM immigration database needs to be presented, If the document is in Arabic, translation to the Czech language is required. 	<input type="checkbox"/>	<input type="checkbox"/>	
Proof of purpose:				
5.	An <u>original</u> of a confirmation of studies or confirmation of enrolment in an accredited study programme at the Czech university in the <u>Czech</u> language + <i>1 copy thereof</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Proof of accommodation:				
6.	An <u>original</u> form of a confirmation of accommodation / a lease or sublease agreement / a proof of ownership of an apartment or house + <i>1 copy thereof</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Proof of funds (the proof below is the most common, for other possibilities see https://ipc.gov.cz/en/forms-and-documents/documents/proof-of-funds-for-the-residence-finances/)				
7.	A bank statement (best a periodical one) + <i>1 copy thereof</i> <ul style="list-style-type: none"> no translation necessary if in English if the bank account is not in the name of the applicant, the bank account holder's declaration of sponsorship (see attachment) + <i>1 copy thereof</i> 	<input type="checkbox"/>	<input type="checkbox"/>	
8.	A copy of a bank card in the name of the applicant + <i>1 copy thereof</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Parental consent – in case of a minor (under 18 years old) applicant:				
9.	A parental consent declaration (see the attachment) + Copies of parents' IDs + <i>1 copy of each</i>	<input type="checkbox"/>	<input type="checkbox"/>	
Police clearance certificate (Good conduct certificate):				
10.	1) issued by the country of which you are a citizen + <i>1 copy thereof</i> 2) issued by the country where you have resided for a total of 6 months in the last 3 years + <i>1 copy thereof</i> <ul style="list-style-type: none"> the document needs to be authenticated in the following way: <ul style="list-style-type: none"> Saudi/Bahraini/Omani documents by an Apostille – see attachment for an example of a Saudi Apostille), Yemeni document by a superlegalization (Yemeni MFA + Czech embassy in Riyadh) India – Apostille For authentication requirements of documents issued by other countries contact the Embassy of the Czech Republic The document needs to be officially translated into the Czech language. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	

Important Note:

- The proof of stay must be presented in original; the other documents can be presented in an original or a certified copy.
 - All foreign (non-Czech) documents need to be submitted with an official translation to the Czech language or on a dual (English/Czech) form.
 - The responsible Czech authority to decide on the application is the Ministry of Interior of the Czech Republic. The processing takes up to 60 days.
 - The status of the application can be checked at the following website: <https://ipc.gov.cz/en/status-of-your-application>.
 - When the application is approved, the applicant will be invited by the Embassy of the Czech Republic (before visa stamping) to present a proof of a comprehensive medical insurance arranged with an insurance company authorised to provide services in the Czech Republic for the period of the permitted stay and with the minimum coverage of EUR 400 000.
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CONTACT DETAILS:

Email:

Telephone number:

Mailing address:

Applicant's Declaration:



I am aware that if my application file does not comply with the above stated list of requirements, it (based on the type of a visa) may be found by the Embassy of the Czech Republic as inadmissible and not be accepted.

Place:

Date:

Applicant's signature: