

## **Checklist for the application for a residence permit of Third-Country Nationals on the basis of study [Subsidiary Legislation 217.09]**

These regulations apply to third-country nationals accepted by an establishment licensed by the National Commission for Higher Education to pursue a full-time course of study leading to a higher education qualification. The qualification must be recognised by the Malta Qualification Recognition Information Centre at MQF level 5. Courses may also include a preparatory programme which leads to the higher-education qualification.

Third-country nationals who are visa exempt must submit their application for a residence permit within three months from their date of entry within the European Union territory. Other non-European nationals who need a visa to travel to the Schengen Area must be in possession of a visa issued for education purposes. Applications must be submitted by the applicant in person whilst in Malta. Applicants are required to fill in the relevant forms which must include all the required information, contact details, dates and signatures.

- CEA Form N (Non-EU) – Application for a residence permit on the basis of study. The form must be endorsed by the educational establishment with an official stamp and signature of the responsible official;
- Form ID 1A – Identity Registration Form – Non-Maltese Nationals;
- Application fee of €27.50.

All supporting documentation must be presented in original format. The Department retains a copy of the following list of documents:

### **1. Travel and identity documents**

Full copy of the applicant's valid passport, including the blank pages, showing a valid visa granted for study purposes. Upon renewal, the applicant must return his previous residence permit together with a copy of the passport's biometric page.

### **2. Course information**

An acceptance letter from the education establishment indicating the exact period of study and the details of the course, particularly its MQF level. The applicant must provide evidence of settlement of the relevant tuition fees. Tuition hours must exceed 15 hours per week. The details have to be presented on an official letter head of the establishment and signed by the responsible official.

The documentation must include a confirmation from the education institution that the student holds sufficient knowledge of the language of the course being followed.

### **3. Means of subsistence**

Bank statement or money transfer receipts of the previous 3 months showing adequate funds to support the applicant's stay in Malta during the whole period of study. The funds must amount to 75% of the national minimum wage for every month of study in Malta.

When relying on a foreign bank account, the applicant must confirm accessibility to the funds through a debit/credit card and corresponding withdrawal chits from a local bank.

An applicant whose stay in Malta is financially supported by a third party must present a signed declaration from the sponsor together with a copy of one of the sponsor's identity documents. The latter has to include the date and the contact details of the sponsor. The bank statement of the applicant must indicate the transfer of money from the sponsor.

### **4. Health coverage<sup>1</sup>**

Comprehensive health-insurance policy which supports the applicant in the eventuality of requiring any type of medical assistance or hospitalisation during the whole period of stay in Malta.

### **5. Residential address**

Lease agreement or purchase agreement of property which makes clear and direct reference to the applicant. If renting property, the applicant is required to present a Rental Declaration Form signed by the owner of the same property. The termination date of the lease must be specified in the contract.

Students using the accommodation offered to them by the education institution are exempted from presenting a lease agreement. The relevant information must be included in the acceptance letter referred to in Point 2. The information must state that the property is being used by the institution for the purpose of accommodating its own students.

Students being hosted in a local household must present a copy of the license issued by the Malta Tourism Authority to the host. The latter should also be complemented by a Rental Declaration Form.

### **6. Other documents**

Applicants who have their return flights already booked are required to submit a copy of the tickets within their application.

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<sup>1</sup> The health sickness requirement applies to those students who are not exempt under the Healthcare Fees Regulation 2004 (Legal Notice 201/2004).

Identity Malta may request an applicant to undergo medical screening if the student's stay in Malta could pose a threat to public health.

Students renewing their residence permit must submit evidence by the education institution concerned of the successful completion of their previous period of study. Such evidence should give priority to the attendance record of the student, the progress registered by the student and the final results of any type of academic assessment.

**All documentation must be presented in English. The Department reserves the right to request additional documents before the application could be processed.**

### **Notes to applicants**

A residence permit issued for a maximum period of one year, depending on the duration of the studies, provided that the issue of such permit is not contrary to public policy, public security or public health.

Students holding a residence permit may take up employment for a maximum period of 10 hours per week, as long as they are in possession of an employment license. Further information in this respect may be obtained from Jobsplus website: **jobsplus.gov.mt**

Identity Malta may withdraw or refuse to renew a residence permit of a student:

- (a) when the residence permit has been fraudulently acquired;
- (b) wherever it appears that the student did not meet or no longer meets the conditions laid down in the provisions of the Subsidiary Legislation;
- (c) when the student does not respect the limits imposed by the employment licence;
- (d) when the student does not make any acceptable academic progress in the studies;
- (e) when the student fails to attend a significant amount of lectures or any other course commitment;
- (f) on grounds of public policy, public health and public security.

In the eventuality that an application for a residence permit on the basis of the regulation mentioned above is refused, the applicant may appeal against such decision to the Immigration Appeals Board within three days from the notification of such decision. Any communication to the Board must be addressed as follows: **The Secretary, Immigration Appeals Board, 109, Old Mint Street, Valletta, Malta, [Telephone: 25689456].**