



EXPATRIATES UNIT

APPLICATION FOR RESIDENCE DOCUMENTATION

STUDY

This application is being submitted on the basis of the provisions of Free Movement of EU nationals and their Family Members Order (Subsidiary legislation 460.17) and / or Immigration Regulations

(Subsidiary legislation 217.04)

EU National
 EEA National
 Swiss National

APPLICANT'S PERSONAL DETAILS

Surname: [Grid for name entry]

Name: [Grid for name entry]

Maiden Surname (if applicable): [Grid for name entry]

Current Nationality: [Grid for nationality entry]

Nationality at Birth: [Grid for nationality entry]

Country of Birth: [Grid for country entry]

Place of Birth: [Grid for location entry]

Marital Status: Single Married Separated Divorced Widow/er

Sex: Male Female Other

Date of Birth: [DDMMYYYY grid]

Travel Document Type: Passport Foreign ID Other (specify): _____

Travel Document No: [Grid for document number]

Country of Issue: [Grid for country of issue]

Date of Issue: [DDMMYYYY grid] **Valid Until:** [DDMMYYYY grid]

ADDRESS IN MALTA

Property No: [Grid for property number]

Property Name: [Grid for property name]

Street Name: [Grid for street name]

Locality: [Grid for locality]

Postal Code: [Grid for postal code]

Telephone No: [Grid for telephone number]

Mobile No: [Grid for mobile number]

Email: [Grid for email address]

PERMANENT ADDRESS ABROAD

Property No:

Property Name:

Street Name:

Locality:

Country:

Telephone No.:

IMMIGRATION DETAILS (TO BE FILLED BY FIRST TIME APPLICANTS)

Date of first settlement in Malta:

Intended duration of stay in Malta:

Country of Residence prior to Settlement in Malta:

Intended Country of Next Settlement:

EDUCATIONAL ESTABLISHMENT DETAILS

Name of Educational Establishment:

Contact Person:

Property No:

Property Name:

Street Name:

Locality:

Postal Code:

Telephone No:

Mobile No:

Email:

Institution Licence Number:

Course Title:

Duration

From: To:

DECLARATION BY APPLICANT

I hereby solemnly declare that the information given in this application is true to the best of my knowledge and belief and that no details have been omitted that could be of direct importance when the application is considered.

Signature of Applicant _____

Date:

SUPPORTING DOCUMENTS

- Original and copy of passport / Foreign Identity Card (bio data page only)
- Original and copy of letter of acceptance from the educational establishment
- Original and copy of a comprehensive health insurance
- Original and copy of declaration of proof of sufficient financial means of subsistence
(written declaration or otherwise that/s/he has sufficient resources not to become a burden on the social system in Malta)

NOTE:

Original documents will be returned to the applicant; Copies will be retained by the Department.
The Department reserves the right to request any other additional document to process the application.

NOTES TO APPLICANTS

- EU and EEA and their family members who have been residing in Malta for more than 3 months should apply immediately for a registration certificate/residence card. This documentation is issued pursuant to the provisions of Directive 2004/38/EC as implemented in Maltese legislation by means of Subsidiary legislation 460.17. For this purpose they are required to submit an application for residence documentation.
- Swiss nationals and their family members, who have been residing in Malta for more than 3 months, should apply immediately for a residence permit. For this purpose they are also required to submit an application for residence documentation.
- EU/EEA/Swiss nationals and their family members are required to fill in the appropriate form depending on the basis of residence in Malta:

Employment and Self Employment	CEA form A
Economic Self-sufficiency	CEA form J
Study	CEA form M
Family Members	CEA form F

Further information can be accessed on www.identitymalta.com

- All required documents should be enclosed with an application. English translation of documents are required, if applicable. All photocopies are to be provided by the applicant.
- Applications in respect of minors, that is, persons who are still under 18 years of age, are to be submitted and signed by the parent/s or a person who has guardianship of the child. The relative documentation attesting the said authority over the child would have to be submitted.
- Persons concerned are being reminded that, without prejudice to any legal action that may be taken against them if false information is deliberately given, this would lead to the rejection of the application.
- Application fee, if applicable, is to be paid in full upon application and is not refundable.

**PRIVACY POLICY
CEA FORM M**

By submitting the CEA Form M and the attachment(s) required (altogether the “Form”), you provide Identity Malta Agency (“IMA”) with personal data (the “Data”) and thus become a “data subject”.

The aim of this policy is to comply with our transparency and fairness obligations under GDPR and to inform you about who will be processing your Data, for what purpose, for how long it will be kept, with whom it will be shared and about your rights as a data subject under GDPR.

You may submit personal data of individuals other than yourself with this Form (i.e. recommenders, witnesses, etc.). IMA has assessed that, in said cases, informing these individuals proves impossible and would involve a disproportionate effort. IMA will still take appropriate measures to protect the rights, freedoms and legitimate interests of these individuals.

1. Data Controller and Data Protection Officer

IMA is the data controller, meaning the entity that defines the purposes and means for collecting and processing your Data in relation to this Form.

IMA is an Agency of the Government of Malta, delivering services related to Citizenship, Identity Cards, Passports, Visas, Expatriates and Public Registry.

IMA’s Data Protection Officer is responsible to attend any query related to this policy and in general to personal data processing activities conducted by IMA. The Data Protection Officer may be contacted using the details below.

Postal Address:

Data Protection Officer

Identity Malta Agency

Valley Road, Msida, MSD 9020, Malta

E-mail: dataprotection@identitymalta.com

2. Purposes and legal basis

The purposes for processing personal data collected within this form are to process an application of EU nationals in order to be issued with a registration certificate and populating Identity Malta Agency’s databases.

The legal basis for processing the Data are the performance of a task carried out in the public interest by Identity Malta and compliance with the legal obligation deriving from S.L.460.17, to which Identity Malta is subject.

We take pride in keeping your data secure and will take appropriate technical and organisational measures to protect your data against unauthorised or unlawful processing, including against accidental loss, destruction, storage or access. Your personal data will be stored in paper files and/or electronically on our technology systems.

3. Recipients of personal data

Data will be accessed by Identity Malta employees in charge of processing the Form.

It may also be transferred to other departments within Identity Malta in order to facilitate the delivery of the service requested by submitting this Form.

This will be done in line with data protection legislation, and arrangements are in place in order to guarantee the security and lawfulness of these transfers.

Under certain conditions, IMA may disclose your information to other third parties, (such as other Government entities or law enforcement authorities) if it is necessary and proportionate for lawful, specific purposes.

Data will not be transferred to third countries or international organizations.

4. Storage period

Data will be retained for 20 years (from the moment that the file/s is/are considered as dormant).

5. Your rights

You can contact the Data Protection Officer in order to exercise your right to access, rectify and, as the case may be, erase the Data, in compliance with applicable laws.

You also have the right to object to the processing of Data at any time, on grounds relating to your particular situation.

If you feel that Identity Malta has infringed your data protection rights, you may submit a complaint to the supervisory authority of the Member State of your habitual residence or place of work, or, alternatively, to the supervisory authority of the Member State where the alleged infringement has taken place.

IDENTITY MALTA AGENCY

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