**D TYPE VISA FOR EDUCATIONAL PURPOSES**

How to apply D Type Visa for entering and staying in Bosnia and Herzegovina

1. **Invitation Letter for D Type Visa (approved by the BiH ministry of security)**

   **Necessary Documents to submit SACHS Department**

   1. Proof of enrolment (study contract) in International University of Sarajevo (IUS) in current academic year,
   2. Proof on payment of tuition fee related to fee for one education year
   3. Proof on payment of visa service fee Euro 180 (mandatory for students who belong to the visa regime)
   4. Passport copy with personal information and picture and passport validity page (minimum 5 years needed)
   5. A copy of the certificate of criminal record (translated to English)
   6. A copy of the diploma (translated to English)
   7. CV - name, surname, place of birth, names of parents, occupation of parents, number of siblings, and previous stay in BiH. (translated to English or should prepared in English)
   8. If the application for approval of invitation letter on the basis of education relate to minor alien (under the age of 18) the application shall be submitted by both of the parents or legal guardian of minor alien.

*These documents should be sent by an email prior to 60 days upon arrival to BiH

*Once IUS receives all the documents, IUS will apply for approval of invitation letter to ministry of Security which may take up to 30 days in order to get approval from the ministry of security. Later on invitation letter will be send to applicant and by this invitation letter applicant can apply for D Type Visa in BiH consulates. After receiving visa the applicant can travel to BiH. When the applicant arrives to BiH he/she has to go to SACHS Department at the University in 24 hours to start Temporary Resident Permit process.
TEMPORARY RESIDENT PERMIT FOR EDUCATIONAL PURPOSES

Law on Movement and Stay of Aliens and Asylum


Article 41

(Education– PB/11)

Temporary Resident Permit for Educational Purposes

(1) Temporary residence permit may be issued to an alien for the purpose of receiving education in primary, secondary school or higher education institution, as well as for the purpose of learning foreign language in the institutions authorized to pursue this activity in BiH, in order to take preparations for enrolment as full time student, as well as for the purpose of expert specializations.

(2) In addition to application and proofs of meeting the general requirements for approval of temporary residence, an alien shall submit the following evidence justifying one’s residence on these grounds:

   a) certificate on enrolment in educational institution in current academic year,
   
   b) the proof on payment of tuition fee or other costs related to educational or some other institution in BiH,
   
   c) the proof on secured means to support oneself during the academic year, to the amount of BAM 800,00 KM per month,
   
   d) the written statement of an alien stating that one is able to take the classes in the language in which the teaching and lectures are delivered.

(3) If the application for approval/extension of temporary residence permit on the basis of education relate to minor alien, the application shall be submitted by one of the parents or legal guardian of minor alien.

(4) In addition to the proofs set out in paragraph 2 of this Article, in order to approve a temporary residence for a minor on this basis, the written consent of both parents or legal guardian shall be submitted, stating that the minor is to receive education in BiH and the consent of both parents or legal guardian for minor alien to be placed in a boarding school or in the home of BiH citizen or in the home of an alien having permanent residence permit in BiH, who will bear the costs of accommodation, medical costs, costs of supporting and who will bear all other costs that may arise from alien’s stay in BiH, as well as all costs resulting from alien leaving BiH.

(5) Temporary residence shall be approved for the period of one academic year, up to the maximum of one year, provided that the validity of travel document of an alien exceeds the period of stay for three months.
(6) Temporary residence permit on this basis may be extended up to a maximum of two years following the elapse of period stipulated for full time education, and upon submission of proof on repeated registration for the same year of study.

(7) Temporary residence permit on this basis may be issued to an alien coming for the purpose of professional training or improvement in BiH, provided that their training shall not exceed the period of three months in BiH, in total.

(8) In addition to application and proofs of meeting the general requirements for approval of temporary residence, an alien shall submit following evidence justifying one’s residence on the grounds referred to in paragraph 7 of this Article:

a) document indicating that an alien is sent to BiH to receive professional improvement or training,

b) document indicating that an alien is accepted for professional improvement or training in BiH,

c) proof of payment for the purpose of professional development or training,

d) proof of being in possession of means of subsistence needed for support and return,

e) certificate issued by the legal/physical entity to which an alien is referred and verified by the stamp and signature of responsible person, by which the legal/physical entity pledges oneself to bear the accommodation costs, medical costs, ensure the support and bear all other costs that one may incur as a result of alien’s stay in BiH, as well as the costs of placing under surveillance, voluntary abandonment of country or coercive removal, as well as all other costs that result from an alien leaving BiH.

**Necessary Documentation**

1. Application for approval / extension of temporary residence of aliens in BiH (application can be collected at the Field Center (Terenski Centar), all application fields need to be filled out legibly by the alien, applicant has to personally sign and submit application), filled out application needs to be copied!

2. Photograph

3. Passport copy (2 copies, one copy needs to be notarized)

Copy page of the passport with personal information and picture; page with previous entry; or page with the valid visa for entry into BiH (It is not necessary to copy the entire passport) Along with the application for residence approval (first residence) it is necessary to copy page of the passport with the last border entry stamp based on which white card is obtained.

4. Copy of the registration card (in case of a first time application or in case applicant changed address since his previous stay in which case new registration card is necessary). Alien is obliged to register a short stay alien within 24 hours of arriving to BiH territory.

5. Copy of the last decree on temporary residence ( in case of an extension of temporary residence)

6. Verification of regular study during the current academic year along with the verification on passed exams in case of temporary residence extension application.

7. Proof of paid scholarship and other expenses from educational or other institutions.
8. Written statement by the alien that he is able to follow lectures in language that lectures are given in.

9. Guarantee – statement on financial support provided by the BiH citizen (unless alien has its own funds)

10. Proof of funds for financial support:

Bank receipt showing proof of cash (800 KM a month for 12 months), or proof of regular monthly income of guarantor (verification of employment, work agreement, proof of regulated PIO)

11. Medical certificate to state that alien does not have illnesses or diseases that would make him dangerous to the environment, or that he is capable for work. Medical certificate can be issued by any of the public institutions (for example JU Dom Zdravlja Sarajevo or for example JU Zavod za medicine rada etc). Medical certificate cannot be older than 3 months.

12. Proof of health insurance - health insurance card or some other proof of obtained health insurance.

13. Proof of obtained accommodation (proof of owning real-estate, or rental agreement, or statement – guarantee from a landlord stating that applicant resides at his/her address. Landlord in that case needs to provide the proof that he or she own the real-estate and a copy of identification card or other indentifying document)

14. Copy of criminal background check to state that there is no criminal proceedings against the applicant in his or hers permanent place of residence (state of origin) – is not needed for extensions.

15. Verification from Cantonal court that there are no active criminal proceedings against the applicant (cannot be older than 3 months) – not needed for temporary residence application.

One copy of all of the documents listed above (original or notarized copy) needs to be submitted the only exception is the two passport copies.

All documents have to be translated to BiH official languages.

**Deadlines for Submission of Applications**

Article 60 Paragraph 4 and paragraph 5 Law

The application shall be submitted not later than 15 days before the expiry of the visa type "D", or 15 days before the expiration of the right to visa-free stay, or in case of extension of stay at least 15 days before the expiration of the existing residence.