



EXPATRIATES UNIT STUDY NEW APPLICATION FORM

(To be filled in by persons who are not nationals of an EU Member State, Iceland, Liechtenstein, Norway or Switzerland).
This application is being submitted on the basis of the provisions of Conditions of Entry and Residence of Third-Country Nationals for the Purposes of Research, Studies, Training and Voluntary Service in the Mobility Project for Young People: Voluntary Projects Regulations (Subsidiary Legislation 217.22)

01 APPLICANT'S PERSONAL DETAILS

Residence Permit No.		
Date of Issue		Valid Until
Surname		
Name		
Former Surname		
Current Nationality		
Nationality at Birth		
Country of Birth		
Place of Birth		
Marital Status		
Gender		
Date of Birth		
Telephone No.		
Mobile No.		
Applicant's (or Legal Guardian's) Email Address		
Travel Document Type		
Travel Document No.		
Country of Issue		
Date of Issue		Valid Until
Period of time that will be spent residing in Malta during each calendar year within the validity of the permit		

02 ADDRESS IN MALTA

Property No./Name _____

Street Name _____

Locality _____ Post Code _____

03 PERMANENT ADDRESS ABROAD

Property No./Name _____

Street Name _____

Locality _____ Post Code _____

Country _____

04 IMMIGRATION DETAILS

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 _____

Current legal authorisation of stay in Malta _____

Purpose of this Authorisation _____

Country of Issue _____

Date of Issue _____ Valid Until _____

05 EDUCATIONAL ESTABLISHMENT DETAILS

Name of Educational Establishment			
Contact Person			
Property Name / No.			
Street Name			
Locality		Post Code	
Telephone No.			
Mobile No.			
Email Address			
Institution Licence No.			
Course Title			
MQF Level			
Duration From		to	

Educational Establishment Stamp

06 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.

Applicant's Signature		Date	
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DECLARATION BY THE LANDLORD

I, hereby, declare that the applicant, whose details are shown above, is residing in the address shown in SECTION 01 of the application form, which is owned or managed by the undersigned. I also declare that I will notify Identità should the applicant cease to continue residing at this address.

Name of landlord
(IN BLOCK LETTERS)

ID Card No.

Mobile No.

Number of Persons
Residing in this Residence

Address of Landlord

Post Code

Email Address

Landlord's Signature

Date

SUPPORTING DOCUMENTS

These regulations apply to third-country nationals accepted by an establishment licensed by the Malta Further & Higher Education Authority 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 90 days from their date of entry within the European Union territory. Other non-European nationals who need a visa to travel into Schengen Territory must be in possession of a visa issued for education purposes.

Applicants are required to fill in the relevant forms which must include all the requested information and signatures. Once in Malta, applicants need to request an appointment.

The original version of all documents submitted with this application must be presented at the time of the biometrics appointment. Documents submitted must be in line with the latest published Policy by Identità, establishing the standards for the recognition of foreign public documents.

☐ **Travel and Identity Documents**

Full copy of the applicant's valid passport, including the blank pages;
Proof of legal status in Malta.

☐ **Course Information**

A copy of the acceptance letter from the education institution (which shall be licensed by MFHEA) indicating the exact period of study and the details of the course, particularly its MQF level which shall be a full time course. The applicant must provide evidence of settlement of the relevant tuition fees. Tuition hours must exceed 15 hours per week. The details must be presented on an official letterhead 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 including starting and ending date of the recently issued document.

☐ **Means of Subsistence**

A copy of the 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 at least 60% of the national equivalised income threshold which is calculated based on the equivalent household size (indicated by NSO), for the year or at a pro-rata basis if the course is shorter. In exceptional circumstances each case will be considered on each own merit.

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 the sponsor's identity document. The latter has to include the date and the contact details of the sponsor. The bank statement of the applicant must show the funds being deposited to his/her account.

☐ **Health Screening**

Health Screening Approval email sent to the applicant/employer by IDC.U. Requirements for Health Screening may be found on: https://hpd.gov.mt/idcu/healthscreening/healthscreening_foreign_students.

☐ **Health Insurance Plan¹**

A copy of the comprehensive health-insurance policy, showing all aspects being covered, which supports the applicant in the eventuality of requiring any type of medical assistance or hospitalisation during the whole period of stay in Malta.

☐ **Accommodation**

A copy of the lease agreement signed by both landlord and tenant, which must include the full name, ID Card number of landlord, rental address. The name of the tenant must match the name on the passport. If the Landlord is not Maltese, a purchase agreement of the same premises must be presented.

☐ A copy of the approval letter issued by the Housing Authority for the registration of property as a rental as per Cap. 604 of Maltese legislation.

☐ Students using the school accommodation 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 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.

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

- ☐ **Documents required where the applicant is a minor**
Where the applicant is a minor, the applicant must submit a copy of their birth certificate, a copy of the parents' / guardians' passports and parental authorisation. Parental authorisation must be dated and signed by parents / guardians.
 - ☐ **Other documents**
Identità may request an applicant to provide further documents, as necessary.
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NOTES TO THE APPLICANTS

A residence permit is issued for a maximum period of one year, or for the duration of their studies, where this is shorter unless the application is pertaining to courses which are covered by Union or multilateral programmes that comprise mobility measures or by an agreement between two or more higher education institutions, in which case the residence permit shall be valid for two years, or for the duration of their studies, where this is shorter.

Students holding a residence permit may take up employment for a maximum period of 15 hours per week, as long as they are in possession of an employment licence.

Further information in this respect may be obtained from Jobsplus website: jobsplus.gov.mt.