

SLOVENIA DOCUMENT CHECKLIST FOR A STUDY PERMIT

- Original Passport with at least 6 months validity and minimum 3 blank pages + all old passports if any
- Visa Application form: completed and signed
- 2 recent photographs: colour photo with white background and matt finish
- Personal Covering letter: explaining purpose of travel to the country
- Original Bank Statement: stamped & updated for last 6 months with bank seal
- Income Tax Returns/Form 16: for last 3 years
- Air tickets: proof of return flight tickets from and back to your home country
- Hotel reservation: proof of accommodation for your entire stay
- Travel Itinerary: day-wise plan outlining all elements of the trip
- Travel Insurance: with minimum coverage of EUR 30000 and valid for entire duration of stay

Kindly note: The Govt is very strict on the photograph requirement; please ensure that your photos are as per the specifications.

If Employed:

- Leave Sanctioned Certificate: with company seal providing approval for leave
- Salary Slips: of last 3 months

If Self Employed:

- Business Proof: Registration License/MOA/Partnership deed
- Company Bank Statement: stamped & updated for last 6 months with bank seal
- Company's Income Tax Returns: of last 3 years

If Retired:

- Retirement Proof: pension book, statement etc

If Student

- ID Card: from school, college or institute

If Minor

- Birth Certificate showing the names of both parents
- Legalized Letter of Consent (NOC)
 - If the child is travelling with one parent, the letter of consent authorizing travel must be legalized by the other parent
 - If the child is travelling alone or without either parent, a notarized letter of consent from both parents permitting travel
- Death Certificate: in case one or both parents are deceased
- ID Proof: of parents

If Visiting friend or relative

- Invitation letter: stating the relationship with the inviter and purpose of visiting the country
- ID Proof of Inviter: Passport or Resident Permit
- Address Proof of Inviter: Utility bill

If Sponsored

- Sponsorship Letter: sponsors need to provide the name of the visitors, what the purpose of the visit is, relationship with the visitors, length of stay, dates of travel & any other additional information if necessary
- ID Proof of Inviter: Passport or Resident Permit

- Address Proof of Inviter: Utility bill
- Proof of Financial Support: updated bank statement, pay slips

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