

CROATIA DOCUMENT CHECKLIST FOR A STUDY PERMIT

1. **Application form** filled online on <https://crovisa.mvep.hr/default.aspx> duly completed (in Croatian or English) all the required documents to be uploaded while filling the application.

Application must be signed by the applicant in person (or by- parents(s) guardians) for minors under the age of 18), signatures are in point 37 & below the declaration.

2. **The Passport** must be valid a least three months after the date when the holder leaves Croatia, containing at least two empty pages and issued within the previous 10 years. Copy of 1st page of the applicant's passport,

Copies of Schengen, UK, USA, Australia, Canada, New Zealand, Japan Visas in the last 5 years.

3. One identical recent **Passport photograph** meeting Croatian requirements (glued on the application form).

4. **Health insurance** with the policy coverage valid for the entire stay and accepted in Croatia. The insurance must cover the minimum amount Of EUR 30'000.

5. **Hotel or Apartment** booking confirmation or private apartment booking. (Accommodation payment confirmation receipt must be submitted) with contact details and address in Croatia.

6. Transport **flight booking** or airline ticket including return trip (e.g. ticket reservation only copies), if not available (via car), information about destination and itinerary.

7. **Letter from the employer** showing evidence of income and position.
3-month salary slips to be submitted along with the letter from Employer.
for students (under 18 years): student card (copy) and sponsorship letter from parent.

8. Proof of the purpose of stay in Croatia: Letter of Guarantee by Legal Person: in original or copy if the original is deposited at the Ministry of Foreign and European Affairs in Croatia, the guarantor shall enclose a proof of solvency or a confirmation of the Commercial Court that it is not in liquidation etc.); the applicant shall be handed a photocopy of the Letter of Guarantee.

• **Invitation Letter (copy)** if travelling on an invitation of a Croatian state authority, or if the organizer of the conference is not registered as a legal person in Croatia.

- **For the purpose of study:** proof of enrolment from the University/Faculty in Croatia.

9. The bank statement (bank account statement showing the movements of the last three months, bank letter confirming the balance of the account) Each person must have-at least EUR 70. 00 (for every day of stay at his or her disposal (or the equivalent amount in another currency). In case if accommodation is only booked or prepaid each person must have- at least EUR 100.00 a day.

*For Third Country Nationals:

Copy of residence Permit (ID Card both sides) OF KSA, with translated Validity to Georgian dates and profession, to be valid for at least 3 months beyond the departure from Croatia or a document is to be submitted that the holder has applied for the renewal of legal residence.

If applicable. Copy of the work permit or registration card.

10. For children under 18 years:

10-1 **Copy of Child birth certificate** and Parent's passport Copy.

10-2 **If a child travels alone** or is not accompanied by at least one of his /her parents an authorization letter translated (into Croatian or English) and signed by both parents.

10-3 **Parent's Croatian visa** or other legal entry permit (E.g. Valid Multiple Schengen visa) Copy to be submitted if travelling together with the child or If the parent submits his/her application not at the same time.

Application form for Croatia Visa completed and duly signed by both parents. If the child is travelling during the schooling year then letter from the school with his details and permission of his/ her leave.

Remarks

Declaration: I have been informed that an application without a complete set of documentation according to above mentioned checklist may result to the rejection of my visa application. The Embassy of Croatia reserves the right to ask for an additional supporting document and does not guarantee the issue of visa.

Date:

Applicants Signature:

VFS Officer Signature: