

CZECH REPUBLIC DOCUMENT CHECKLIST FOR A STUDY PERMIT

There are short-term visas (for stays up to 90 days) and long-term visas (for stays over 90 days). Students arriving for a period longer than one year should apply for a long-term residence permit for study purposes.

The following documents are mainly required for receiving a student visa or a residence permit:

- Application form
- Letter of acceptance for studies
- a valid passport and passport photos
- Proof of financial resources for the stay (e.g. in the form of a bank account statement or confirmation of being beneficiary of a grant)
- Confirmation of guaranteed accommodation
- Valid international health insurance
- Abstract from the Register of Criminal Record

Please note that some documents (e.g. the abstract from the Register of Criminal Records) must be translated into the Czech language by a translator with an official rubber stamp.

The Foreign Police examines the visa applications and notifies the Czech embassy or consulate to issue the visa.

In case of applying for a short-term language/preparatory courses, students should apply for short-term visas (for stays up to 90 days), in case of long-term language/preparatory courses, students should apply for a visa to stay over 90 days (long-term) or a long-term residence – for the purpose of studies (at public higher education institutions) / for the purpose of other (at private higher education institutions).

Passport Requirements:

Original passport and one photocopy of passport information and signature page. The passport must be signed, valid for 6 months beyond stay in the Czech Republic, with at least one blank passport page available for the Czech Republic visa stamp. Amendment pages in the back of the passport are not suitable for the Czech Republic visas.

The Czech Republic Visa Application Form

One original Czech long-stay visa application forms. After placing your order, fill out the application form included in your Visa Application Kit

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Other Forms:

Acceptance Letter: The original or notarized copy of the Acceptance Letter issued by a Czech University (This document must be in the Czech language).

Proof of Accommodation: A document issued by a Czech university or school verifying the accommodation for the duration of your studies, or a rental agreement, sub-letting contract, accommodation agreement, or a written confirmation of the person who is the owner or authorized user of the apartment or house with a notarized signature consenting to the student's accommodation.

Criminal Record:

Notarized Affidavit confirming that you have never been indicted and sentenced for a felony of any kind.

If you have lived in any other country besides the US for 6 months or longer in the previous three years, you are required to submit an Excerpt from Criminal History Record issued by that country. Non-US citizens must also submit an Excerpt from Criminal History Record from the country of your nationality.

Medical Requirements:

Proof of valid health/accidental insurance with full international coverage showing minimum coverage of 30,000 Euros (approximately \$60,000 US) and coverage for emergency medical expenses and repatriation for medical reasons or death. The insurance policy must not exclude

coverage for injuries and damage caused by the applicant's intentional acts, injuries and damage caused by the fault or contributory fault on the part of the applicant, and injuries and damage caused by the consumption of alcohol, narcotic and psychotropic substances by the applicant.

Proof Of Sufficient Funds:

Evidence of sufficient funds to support stay in the Czech Republic, such as: notarized copy of the internationally recognized debit/credit card on your name with a validity during your stay in the Czech Republic and a corresponding bank account statement on your name or an original letter from the bank confirming the fact that you will be able to use your funds during your stay in the Czech Republic with the verified translation into the Czech language and an original or notarized copy of internationally recognized debit/credit card on your name.

Special Instructions:

All documents (except the proof of sufficient financial means) must be presented in Czech Language. Here is a list of translators provided by the Czech Embassy in the India.

In-person Appearance:

The Consulate requires applicants to make a personal appearance to apply for this visa. These instructions are provided as a guide to help with this process. We recommend that you contact your nearest Consulate directly to confirm requirements and make an appointment to apply in person.

Visa Processing Time:

When consulates require an appointment, this may need to be scheduled far in advance because appointment times are limited and fill quickly. After the appointment, the visa application may take up to 60 days (2 months) to process.