

Overview of Procedures when Entering Slovenia for Foreign Students, Academic Staff and Researchers

Source: Aliens Act – official consolidated text – **ZTuj-2-UPB6** (Official Gazette of the Republic of Slovenia, Nr. 1/18 dated 5. 1. 2018) and amendments to the consolidated text – **ZTuj-2-UPB6p** (Official Gazette of the Republic of Slovenia, Nr. 9/18 dated 16. 2. 2018)

	Visa C	Visa D	Temporary residence permit for the purpose of study	Temporary residence permit for the purpose of research	Unified Residence Permit	Blue Card	Registering or the residence upon arrival
EU citizens (EEA/EFTA)							✓
Students from third countries, degree study programmes			✓				
Students from third countries, study exchange (up to 12 months) – in case their stay is longer than 90 days, visa D is issued	✓	✓					
Students from third countries, exchange for practical training (up to 12 months)		✓					
Academic staff from third countries, exchange (up to 12 months) – in case their stay is longer than 90 days, visa D is issued	✓	✓					
Researchers from third countries, with agreement from host institution				✓			
Researcher of academic staff from third countries, for the purpose of employment					✓	✓	

Terminology used:

Degree study programme: the person is enrolled into study programme offered by a Slovene higher education institution and leading to a publicly recognized diploma/degree.

Exchange: short term mobility of students for the purpose of study or academic staff for the purpose of teaching or training lasting from 1 day to 12 months, usually within international exchange programmes like Erasmus+, CEEPUS or bilateral agreements.

Practical training: short term mobility of students for the purpose of practical training in company or at higher education institutions lasting from 1 day to 12 months, usually within international exchange programmes like Erasmus+, CEEPUS or bilateral agreements.

Researcher with agreement: foreign researcher in Slovenia that carries out his/her work exclusively on the basis of hosting agreement (article 28. Act on the Research Activities, ZRRD- UPB1 (Official Gazette of the Republic of Slovenia, Nr. 22/06 from 28. 2. 2006), Act on Research Activities-B (Official Gazette, Nr. 112/07 from 7. 12. 2007), Act on Research Activities-C (Official Gazette of the Republic of Slovenia, Nr. 9/11 from 11. 2. 2011) and Act on Research Activities- D (Official Gazette of the Republic of Slovenia, Nr. 9/19 from 11. 2. 2019)). Such researchers **are not employed** by the Slovene research organizations.

The list of the countries whose citizens may enter Slovenia **without a visa** can be found here: <https://www.gov.si/en/topics/entry-and-residence/>

Documents needed for obtaining the entry permits

Visa C (for stays shorter than 3 months)

Issuing authority: diplomatic and consular representations of the Republic of Slovenia

Documents:

- Valid passport (valid for at least 3 months after departing Slovenia),
- Application form,
- Document showing the purpose of the stay (for example the invitation or letter of acceptance to a course),
- Document showing the intention that the applicant will leave the country (such as return ticket, proof of employment in the home country, ...),
- Photo (size 45x35 mm).

Fees: 80 EUR

Visa D (for stays between 3 to 12 months)

Issuing authority: diplomatic and consular representation of the Republic of Slovenia

Documents:

- Valid passport (valid for at least 3 months after departing Slovenia),
- Application form,
- Photo (size 45x35 mm),
- **Participants at a course, study**
 - Proof of enrolment to a course or study programme;
 - Proof of payment, in case the course or study programme has fees;
 - Proof of potential scholarship or sufficient living means;
 - Travel health insurance.
- **Foreign students and higher education staff based on the interest of the Republic of Slovenia in the field of higher education and science (proven by the written opinion from the Slovene Ministry of Education, Science and Sport)**
 - Written opinion from the ministry, responsible for higher education and science (issued in accordance with the policy prepared by the respective ministry), and entry of the applicant into the electronic evidence (in preparation);
 - Scholarship of the Republic of Slovenia or proof of sufficient living means;

- Certified proof of police clearance – proof of impunity (for the purpose of obtaining the residence permit at the local administrative unit);
- Travel health insurance;
- Host institution guarantee letter.

Fees: 77 EUR

Temporary Residence Permit for the Purpose of Study

Issuing authority: relevant administrative unit

Documents:

- Application form,
- Travel Health insurance (valid from the date of submitting of the application form),
- Proof of sufficient living means,
- Proof of police clearance,
- Proof of enrolment or letter of acceptance or similar (in case of exchange),
- Photo (size 45x35 mm).

Fees: 67 EUR at the local administrative unit or 127 EUR at the diplomatic and consular representation (if the process of applying started there).

Temporary Residence Permit for the Purpose of Research or Academic Work

Issuing authority: relevant administrative unit

Documents:

- Application form,
- Travel Health insurance,
- Proof of sufficient living means,
- Proof of police clearance,
- Hosting agreement,
- Photo (size 45x35 mm).

Fees: 67 EUR at the administrative unit or 127 EUR at the diplomatic and consular representation (if the process of applying started there).

Unified Permit for Living and Working

Issuing authority: responsible administrative unit

Documents:

- Application form,
- Travel Health insurance,
- Proof of sufficient living means,
- Proof of police clearance,
- Employment contract,
- Proof of obtained education,
- Photo (size 45x35 mm).

Fees: 87 EUR at the administrative unit or 127 EUR at the diplomatic and consular representation (if the process of applying started there).

Blue Card

Issuing authority: responsible administrative unit

Documents:

- Application form,
- Travel Health insurance,
- Proof of sufficient living means,
- Proof of police clearance
- Employment contract
- Proof of education
- Photo (size 45x35 mm).

Fees: 87 EUR at the administrative unit or 127 EUR at the diplomatic and consular representation (if the process of applying started there).

Registration of Residence

Issuing authority: responsible police department

Documents:

- Valid identification card or passport
- Proof of the purpose of residence
- Lease contract or written consensus from the residence owner

No fee.