

'This document is only for information. Only the text of the law or by-laws are binding.'

The legal enactment which legislates the conditions for entry and residence in the Czech Republic, is law no. **326/1999 Sb.**, concerning the residence of foreigners in the Czech Republic, whose last amendment is affected by a raft of changes. More information is available on the following websites: www.mzv.cz (information for foreigners) and www.mvcr.cz (public services - information for foreigners). There you can find the full text of the above-mentioned law with the recent changes clearly marked. For more information you can contact your nearest Czech embassy or consulate. Study the following for basic introductory information:

All students (who are not EU citizens) who attend a **course at the ILPS CU lasting more than 90 days**, must organise a long-term visa or apply for long-term residency in the Czech Republic. However, only students on certain courses can apply for long-term residency.

(1) An application for a **LONG-TERM VISA** (previously a red form, now black)

■ can be submitted both by students on the language and preparatory courses and by students enrolled on a long-term intensive Czech language course or on an exchange programme, provided the duration of the course is longer than 90 days. However, only students on one of the 'language and preparatory courses for studying an accredited study programme at university' (this course corresponds to the definition of studies in accordance with §64 law concerning the residence of foreigners) put as a purpose of stay „Study“. Students of other courses, such as the intensive Czech language courses (without preparation for university) put as purpose of stay „Other“.

■ **Validity (duration) of visa**

In accordance with the amendment to this law, the maximum duration for such a visa is **6 months**. If the duration of the course is longer than 6 months, the student must submit an application to extend this visa once they are already in the Czech Republic, i.e. at the earliest 90 days and at the latest 14 days before the long-term visa expires, an application for long-term residency must be submitted. This application must be submitted in person at the regional office of the Ministry of the Interior (Department of Asylum and Migration Policy), once the student is already in the Czech Republic. Contacts for responsible offices can be found at www.mvcr.cz:

For Praha: <http://www.mvcr.cz/clanek/hlavni-mesto-praha.aspx>.

For Poděbrady (office in Kuthá Hora): <http://www.mvcr.cz/clanek/zmeny-spadovosti-stredocesky-kraj.aspx>

For Mariánské Lázně (office in Cheb): <http://www.mvcr.cz/clanek/zmeny-spadovosti-karlovarsky-kraj.aspx>

■ **Movement within the Shengen area**

Students who come to the Czech Republic with this type of visa, also have the opportunity to enter other states in the Shengen area, however for a maximum of 90 days in the course of half a year.

■ **Registration with the foreign police on arrival**

With this kind of visa the student may be added to a collective register, if their school (study centre) organises such a register on the students' arrival (it is compulsory to register your stay with the foreign police on arrival in the Czech Republic).

■ **Insurance for this visa**

To gain this kind of visa, you must present a document proving possession of at least basic health insurance (upper limit for insurance claims must be at least 60,000 EUR) for the duration of your stay (or rather, for the duration stated on the visa issued to you, i.e. 6 months). This insurance can be arranged via the ILPS CU (see insurance package offer).

Warning! For the subsequent period of extended residency, it is necessary to arrange comprehensive insurance (this kind of insurance can also be arranged via the ILPS CU).

■ **Time required to process the visa from the date of submitting an application**

The time required to process this type of visa - for the **purpose of „study“** - is **60 days** (nevertheless it is good to have a certain leeway, as, during busy periods, the time required to process the visa can be somewhat longer). The time required to process this type of visa - for the **purpose „other“** - is **90-120 days!**

(2) An application for **LONG-TERM RESIDENCY** (green form)

■ can ONLY be submitted by students with a place on one of the 'language and preparatory courses for studying an accredited study programme at university' (this course corresponds to the definition of studies in accordance with §64 law concerning the residence of foreigners).

■ **Validity (duration) of visa**

Long-term residency can be granted for up to **12 months**.

■ **Movement within the Shengen area**

A long-term residency permit is also valid for entry to other states within the Shengen area, however for a maximum of 90 days within the course of half a year.

■ **Registration with the foreign police on arrival**

With this type of long-term residency permit the student MAY NOT be added to a collective register (in the event that the school (study centre) organises such a collective register on the students' arrival). All students who have been issued with a long-term residency permit initially receive a visa valid for 3 days in their passport. Within these 3 days the student must, on arrival in the Czech Republic present himself/herself in person for registration with the foreign police at the Department of Asylum and Migration Policy, where the long-term residency permit will then be stuck in the student's passport. It is strictly forbidden for another person to present themselves in place of a student. During this registration a stamp duty of 1000 CZK must be paid.

■ **Insurance** To gain a visa or residency permit you need to present a document proving possession of at least basic health insurance (upper limit for insurance claims must be at least 60,000 EUR) for the duration of your stay (or rather, for the duration stated on the residency permit issued to you, i.e. up to 12 months). This insurance can be arranged via the ILPS CU (see insurance package offer).

■ **Obligation to attend an interview in person! The interview is in Czech!**

When applying for a long-term residency permit, the applicant must, almost always, attend a summons to present himself/herself for an interview in person at a Czech embassy. The interview will take place in Czech and if the applicant does not speak Czech, then he/she must organise an interpreter himself/herself (on his/her own expenses)!

■ **Time required to process the visa from the date of submitting an application**

The procedure for processing a long-term residency permit complies with **Czech administrative regulations**. The administrative procedure may be disrupted in the event that the Ministry of the Interior requests further supporting documents or if legalised documents are missing, etc. Therefore it is important to take into account that the time required to process the application may be longer than expected. Students applying for long-term residency should consider submitting their application well in advance (ideally at least 4 months before the start of the course).