

## RESIDENCE PERMIT and HEALTH INSURANCE INFORMATION for EU STUDENTS

From 1 May 2004 any citizen from a European Union state can enter the Republic of Slovenia with a valid identity card or a valid passport, without a special entrance permit (i.e. a visa or a Residence permit). This holds true no matter what the purpose of entry and stay in the Republic of Slovenia is. For the first three months of stay in the Republic of Slovenia a person does not need a Residence permit however **EU students have to immediately register their stay at the nearest police station in Ljubljana and afterwards within first three months they have to apply for a temporary Residence permit at the Administrative office in Ljubljana (because stay exceeds period of three months).**

In the event of exceeding 90 days, Residence permit is obligatory. This can be obtained from the administrative office within the residential district:

### **Administrative Unit Ljubljana** (*Upravna enota Ljubljana*)

Administrative Internal Affairs Sector, Department for Foreign Citizens

Address: Tobačna ulica 5, 1000 Ljubljana

#### Working hours:

Mondays, Tuesdays and Thursdays: 8 a.m. - 6 p.m.

Wednesdays: 8 a.m. - 7 p.m.

Fridays: 8 a.m. - 2 p.m.

### **Students have to submit the following documents:**

- A valid identity card or passport
- Evidence of enrolment at an educational institution
- Health insurance covering all risks in the host member state
- Statement of financial means (higher than the level under which the host country approves social aid to its citizens (392,75€ per month). According to the practice of the EU's court a statement handed in writing and signed by the student as to his means is sufficient).
- Personal photo (3,5 x 4,5 cm)

According to the stated directive the Residence permit is granted for the period of studies or at the most for one year and can be extended in the event that the studies last for over a year.

## FIRST RESIDENCE PERMIT (NON EU CITIZENS LIVING/STUDYING IN EU)

An exception to the rule that the first temporary Residence permit shall be obtained prior to entry into the Republic of Slovenia applies under certain conditions for the following categories of persons:

- researchers, college/university teachers or college/university associates with a residence permit as a researcher, a college/university teacher or a college/university associate issued in another EU member state
- Holders of an EU Blue Card, issued by another EU member state and their family members
- **Foreign students who have resided in another EU member state on the basis of a temporary residence permit for studying purposes**
- Long-term residents in another EU member state and their family members.

If you are one of the above, you can apply for the temporary Residence permit in Slovenia at the Administrative Unit in Ljubljana and you are required to possess the following:

- a valid passport (the expiry date of which exceeds the intended period of stay in the Republic of Slovenia by at least three months)
- Confirmation of enrolment at the higher education institution
- Health insurance covering urgent health care services in the Republic of Slovenia as a minimum requirement. This certificate should contain, in addition to stating that you have health insurance, a clear description of the scope of your rights and it should be already valid from the time of the application for the residence permit or at least two weeks before the departure
- Statement of financial means in a monthly amount at least equal to the basic minimal income in the Republic of Slovenia (293€ per month); parent's statement
- a police clearance certificate of **not older than three months** from your country (if the country in question issues it), translated into Slovenian, and verified
- an authentic photograph of yourself (3,5 x 4,5 cm), and you are also required to submit two of your fingerprints.

More information can be found on the following web pages:

- <http://www.infotujci.si/v/7/temporary-residence-permit>
- <http://ec.europa.eu/immigration/>

## MEDICAL INSURANCE

Foreign students coming from the EU member countries and the countries of the European economic region should have the E 128 form, E 111 form or E-card. The document type depends on the authorized insurance agency of the country of their origin. Namely, the students should contact the authorized insurance agency, where they have been insured and ask for one of the above-mentioned forms.

### **IMPORTANT**

Please check if your medical insurance also covers accidents and civil liability. For the students that will work in laboratories or take field trips it is obligatory to obtain also accident insurance from their home insurance company.