



NOTICE TO EXCHANGE STUDENTS

Fall 2012

MAAHANMUUTTOVIRASTO

MIGRATIONSVERKET

FINNISH IMMIGRATION SERVICE

CONGRATULATIONS ON OBTAINING A STUDY PLACE!

When you plan to study in Finland for more than three months, you will need **a residence permit**. EU citizens and citizens of Iceland, Liechtenstein, Norway and Switzerland do not need a residence permit or a visa.

Submitting a residence permit application

Apply for a residence permit as soon as you have received an acceptance letter from a Finnish educational institution.

- Y Submit your application electronically at www.migri.fi -> **E-services**. **Applying electronically is the fastest way to get the decision to your application.** You can also submit your application in paper form to a Finnish embassy in your home country or in a country in which you are legally residing.
- Y **All students are required to visit a Finnish embassy in person to give out biometric details** (e.g. fingerprints). No exceptions are made, even if you have applied electronically. Your application will not be processed before you have visited the embassy and paid the processing fee.
- Y Take the originals of all your documents with you to the embassy. Also remember to bring your passport for identification.
- Y A biometric residence permit card is ordered if a positive decision is made. It takes one to two weeks on an average for the card to arrive at the embassy. It is not possible to expedite the delivery.

Livelihood

Your livelihood must be secured either with **a deposit** in your own bank account or with **an official scholarship/grant**.

- Y You must have 500 euros for each month you intend to stay in Finland, ie. 6,000 euros for a one year residence permit.
- Y A written guarantee of sponsorship from a private person such as family member, friend or employer is not accepted.

Health insurance

During your stay in Finland you must be covered by **a private health insurance** at all times.

- Y For studies lasting less than two years, your health insurance must cover the costs of medical treatment **up to a minimum of 100,000 euros**. The insurance must cover both accident and illness related expenses individually up to 100,000 euros.
- Y Your health insurance must be valid on the date you arrive in Finland and cover the entire time you intend to spend in Finland. The insurance must also be valid if you plan on travelling in Finland or in the Schengen area after your studies.
- Y Do not acquire a travel insurance since this is often meant for trips lasting a maximum of three months and is therefore inadequate.
- Y Do not terminate your insurance, otherwise you will be responsible yourself for medical costs if you fall ill or have an accident.

www.migri.fi



Application form and appendices

Fill in carefully and sign the application form **OLE_OPI**. Don't forget to mention accurate contact details, the estimated date of your arrival in Finland and the duration of your stay. Use the following list of obligatory appendices as a checklist when preparing your application:

1. **Original acceptance letter from a Finnish educational institution.** If you have received the acceptance letter electronically, you must present the forwarding e-mail from the Finnish school.
2. **Certificate of a health insurance** indicating the following information:
 - The name of the insured person
 - The insurance coverage and amounts of benefit
 - The validity period of the insurance
 - The geographical area in which the insurance is valid
3. **Documentation of a secured livelihood**
 - A bank statement indicating a sufficient deposit in your own bank account. A joint account with another person is not accepted.
 - An official certificate of a grant/scholarship from a government, an organisation or an educational institution. A bank statement is not needed if the scholarship fully covers the requirement of funds.
4. **Passport and a passport photo**
 - Make sure your passport is valid for the entire duration of your intended stay in Finland.
5. **If you are under 18 years of age**, you must have **written consent for moving to Finland from both of your guardians.**

If your appendices are not in Finnish, Swedish or English, you must have them translated into one of these languages by an authorised translator. Take the originals of all the documents with you to the embassy.

Important information

To ensure a swift process, remember to submit your application as early as possible and carefully follow the instructions above regarding the appendices to your application.

Do not acquire airline tickets in advance. It can not be guaranteed that the decision will be ready before your flight to Finland, especially if your application is incomplete or submitted late. You must wait for the decision to your residence permit application abroad.

Due to the large number of applications, individual requests for an expedited process can not be taken into consideration. All residence permit applications based on studying are decided on as urgent and in the order of their arrival at the Finnish Immigration Service. E-mail or telephone inquiries will not expedite your residence permit application process.