



NOTICE TO EXCHANGE STUDENTS

Fall 2013

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**. You must apply for a residence permit abroad, not in Finland, and you must wait for the decision to your application abroad. EU citizens and citizens of Iceland, Liechtenstein, Norway and Switzerland do not need a residence permit.

Submit your residence permit application electronically at www.migri.fi

Apply for a residence permit online at www.migri.fi as soon as you have received an acceptance letter from an educational institution in Finland.

- Applying electronically is the fastest way to get the decision to your application. The progress of an electronic application can be followed online.
- **All students must visit a Finnish embassy in person to have their fingerprints collected.** No exceptions are made. Your application will not be processed before you have visited the embassy and paid the processing fee.
- Remember to select the Finnish embassy you intend to visit personally (=service point) in your electronic application.
- A biometric residence permit card is ordered if a positive decision is made. It takes two to three weeks on an average for the card to arrive at the embassy. It's not possible to expedite the delivery.

Funding

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

- You must have 560 euros for each month you intend to stay in Finland, ie. 6,720 euros for a one year residence permit.
- **A written guarantee of sponsorship** from a private person such as a family member, friend or employer **is not accepted**.

Health insurance

You must be covered by a private health insurance during your stay in Finland.

- As an exchange student, your insurance must cover both **accident and illness related medical expenses individually up to a minimum of 100,000 euros**.
- Your health insurance must be valid on the date you plan to 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.
- Don't acquire a travel insurance. Travel insurances are often meant for trips lasting a maximum of three months and are therefore inadequate.
- Don't terminate your insurance at any point, 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 your contact details, the estimated date of your arrival in Finland and the duration of your stay. Collect the following obligatory appendices to your application:

1. **Acceptance letter from a Finnish educational institution.** If you received your acceptance letter electronically, attach the forwarding e-mail from the Finnish school to your application.
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 sufficient funds**
 - A bank statement indicating a sufficient deposit in your own bank account. The statement must indicate the account owner's name. A joint account with another person is not accepted.
 - An official certificate of a scholarship issued by an organisation, government or an educational institution. The certificate must indicate the amount and duration of your scholarship. A bank statement is not required 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.

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

Important to remember

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

Do not acquire airline tickets in advance. It cannot 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. This applies also to students from visa-free countries.

Due to the large number of applications, individual requests for an expedited process cannot be taken into consideration. All residence permit applications based on studying are decided on as urgent. E-mail or telephone inquiries will not expedite your application process. Updates on the application queues are available on our website at www.migri.fi. By logging into your electronic account, you can also follow the progress of your own electronic application online.