

Immigration Office information

(Immigration Office address: Szeged, Londoni krt. 15., phone no.: +36/62-549-140)

Students from visa-restricted countries

To enter Hungary from a *visa-restricted country* (for studying purposes) you need a **D-type visa**. This visa entitles you to enter Hungary *once* and it also acts as a *temporary* residence permit valid for **30 days** after entering the country. Once you have arrived in Hungary you should request a *permanent* residence permit personally in the **Immigration Office**.

- **Deadline** for requesting the permanent residence permit: **30 days** after you entered Hungary at the latest.
- **What is needed to start the process?**
 - 1 passport photo;
 - passport with visa in it (your passport has to be valid at least until the expiration date of the permanent residence permit you are requesting);
 - data sheet 1: “**form for the issuance of residence permit**”;
 - data sheet 2: “**declaration on collecting the residence permit**”;
 - data sheet 3: “**declaration on voluntary leave**”;
 - data sheet 4: “**30 days info sheet**”.
- **Further documents to be submitted:**
 - proof of accommodation
 - 1) dormitory → dorm certificate **and** accommodation reporting sheet;
 - 2) rented flat → rental agreement (signed by every owner and beneficiaries) **and** accommodation reporting sheet.

Make sure that the EXACT AND CORRECT ADDRESS is displayed on every document and that the address displayed is EXACTLY THE SAME (street, house, floor and door numbers) on each one.

- the permanent residence permit will be issued in 15 workdays after official request;
- if you do not receive your permanent residence permit within 15 workdays, go to the Immigration Office personally and ask for a temporary one.

Students from visa-free countries

Coming from a *visa-free country* (for studying purposes) you will not need a separate visa to stay in Hungary for a certain number of days – usually 90. You only need your valid passport (or personal ID for EU citizens) to enter the country, HOWEVER, you should still go *personally* to the Immigration Office before your visa-free period expires.

- **Deadline** for requesting a permanent residence permit: before the visa-free period expires – ask your embassy or consulate for the exact number of visa-free days;
- **What is needed to start the process?**
 - 1 passport photo;
 - passport (your passport has to be valid at least until the expiration date of your the permanent residence permit you are requesting);
 - data sheet 1: **“form for the issuance of residence permit for the purpose of studies”**;
 - data sheet 2: **“declaration on collecting the residence permit”**;
 - data sheet 3: **“declaration on voluntary leave”**;
 - data sheet 4: **“30 days info sheet”**.
- More time may be granted for the final submission of the request if the collection of the necessary documents warrants the delay (but no more than two months from the day the process was originally initiated).
- **Further documents to be submitted:**
 - study status certificate;
 - proof of accommodation:
 - 1) dormitory-->dorm certificate **and** accommodation reporting sheet
 - 2) rented flat--> rental agreement (signed by every owner and beneficiaries) **and** accommodation reporting sheet

Make sure that the EXACT ADDRESS is displayed on every document and that the address displayed is EXACTLY THE SAME (street, house, floor and door numbers);
- the permanent residence permit will be issued in 15 workdays after your request;
- if you do not receive your permanent residence permit within 15 workdays, go to the Immigration Office personally and ask for a temporary one.

Extending the residence permit

- **Deadline** for requesting the extension of the residence permit: no later than **30 days** before of the expiry date (for example: residence permit expires on 30th November → request extension before 31st October).
 - **What is needed to start the process?**
 - 1 passport photo;
 - old residence permit;
 - data sheet 1: “**form for the issuance of residence permit for the purpose of studies**”;
 - data sheet 2: “**declaration on collecting the residence permit**”;
 - data sheet 3: “**declaration on voluntary leave**”;
 - data sheet 4: “**30 days info sheet**”.
 - More time may be granted for the final submission of the request if the collection of the necessary documents warrants the delay (but no more than two months from the starting day of the process).
 - **Further documents to be submitted:**
 - school certificate;
 - proof of the accommodation:
 - 1) dormitory → dorm certificate **and** accommodation reporting sheet;
 - 2) rented flat → rental agreement (signed by every owner and beneficiaries) **and** accommodation reporting sheet;
- Make sure that the EXACT ADDRESS is displayed on every document and that the address displayed is EXACTLY THE SAME (street, house, floor and door numbers);
- The approval of the renewed permit is due in two weeks and the issuing of the renewed residence permit card can be expected in another two weeks.

IMPORTANT THINGS TO REMEMBER

- Provide your address, email and phone number *accurately*;
- write your name on the mailbox of your flat;
- check your physical mailbox regularly;
- keep your residence permit, passport AND accommodation certificate with you at all times;
- initiate residence processes personally in the Immigration Office even if you don't have every necessary document yet;
- answer calls from +36/62-549-140 (the official number of the Immigration Office – they only call if there is a serious problem);
- ask your mentors to help with immigration issues;

● KEEP THE DEADLINES!