

Temporary residence permit for the purpose of studies

Mandatory document

1. Temporary residence permit application form completed as instructed;
2. Four current photographs;
3. Photocopy of a valid travel document (original copy for inspection), in specifically justified case, when the foreigner hold no valid travel document and is enable to receive it, it is entitled to present the other document confirming its identity.

Note: Lack of any of the documents, referred to above, shall result in requesting the foreigner to remedy this situation within 7 days from delivering the request under the penalty of leaving the application unexamined.

Fees for granting the temporary residence permit

4. Stamp duty – PLN 340. Bank account is **03 1160 2202 0000 0002 1515 3249 Bank Millennium S.A.**
5. Fee for issuing the residence card – PLN 25 (after you will get the decision)
22 1010 1401 0006 9322 3100 0000 - NBP Oddział Opole

The foreigners, purpose of stay of whose is education in the upper secondary school and high school, are entitled to discount in the fee for granting the residence card in the amount of PLN 25.

Standard documents necessary to examine the application

Note: Enclosing the following documents to the application at submission can reduce the volume of the official correspondence and reduce the time of case examination.

6. Confirmation of the higher institution entity on accepting the foreigner for studies or continuation of the studies,
7. Proof of payment, if the foreigner takes up or continues the paid studies;
8. Documents confirming holding of health insurance in the meaning of the Act of 27 August 2004 on healthcare services financed from public funds or confirmation of covering the costs of treatment at the territory of the Republic of Poland by the insurer;
9. Documents confirming that the foreigner holds sufficient funds to cover the costs of stay and return to the country of origin or residence or costs of transit to a third country granting the entry permit (e.g. travel vouchers, confirmation of credit card limit, information on received student grants). The amount of monthly funds, upon deducting the funds dedicated to cover the costs of residence, held by the foreigner to cover the costs of stay, should be higher than the income entitling to financial benefits from social aid institutions laid down in the Act of 12 March 2004 on social aid for the foreigner and each dependent family member (should exceed PLN 528 for the family members or PLN 701 for persons living alone). It is assumed that these costs of residence cover at least the amount of fixed charges for the use of the occupied apartment per number of people living in it as well as charges for supplies of power, gas, water and disposal of sewage, waste and liquid waste

Note: When there is any need to explain or precise the evidence in the case held by the authority during the procedure, the foreigner may be requested to provide other documents or make testimonies confirming the circumstances specified in the application.

Residence status upon submitting the application

If the application for temporary residence permit was submitted during the legal stay of the foreigner and this application had no formal defects or such formal defects were remedied on time, the voivode places a stamp in the travel document of the foreigner, which confirms submitting the application. The residence of the foreigner is considered legal from the day of submitting the application to the day in which the decision on temporary residence permit becomes final

NOTE:

Placing the stamp in the travel document shall not entitle the foreigner to travel at the territory of the other Schengen states, however the foreigner may leave to the country of origin. In this case however, if it wants to return to Poland, such foreigner should obtain a visa, provided that it comes from the state applying the visa regime.

Matters of foreigners

Information on foreign matters can be obtained on the website of the Opole Voivodship Office, where you can also download relevant applications.

Clients who have already made an appointment at the Foreigners' Affairs Unit of the Opole Voivodship Office will be served in accordance with the agreed reservation.

For more information, please use the available phone numbers:

on the legalization of stay of foreigners 774524126, 774524547

on information on the receipt of residence cards (in random situations) – 774524546, 774524691

on the issue of work permits - 774524560, 774524584, 774524544

on citizenship – 774524319, 774524332.

Send all correspondence to the following address:

Opolski Urząd Wojewódzki

Wydział Spraw Obywatelskich i Cudzoziemców

ul. Piastowska 14 45-082 Opole

Submission of applications and delivery of documents for the legalization of stay and work permits will be possible via the Post Office or courier. Additionally, in the case of work permits, applications can be submitted via the website www.praca.gov.pl

Online booking is suspended until further notice.