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# STUDENT GUIDE

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## Introduction

This guide has been drawn up especially for you to ensure that your migration process be as smooth as possible. You may consider it as a "first aid kit" that will help you organise your documents and prepare you for communicating with Estonian public authorities, as well as just help you settle comfortably in Estonia. Follow these steps and see for yourself!

## How to get here?

Congratulations on being accepted, it's time to plan your arrival to Estonia!

First things first, you need to contact your nearest foreign representation of the Republic of Estonia and make a reservation for submitting your long-term visa (D-type) application.

The list of foreign representations which are handling visa applications can be found [here](#).

You will need to prepare for your visit to submit your D-type visa application in person at a foreign representation. Here's what you'll need:

- ✓ completed [pre-application form](#);
- ✓ [one colour photo](#);
- ✓ a valid travel document (passport);
- ✓ a valid insurance policy for the entire duration of stay, guaranteeing that any costs related to your medical treatment as a result of illness or injury will be met – you are free to choose any suitable insurance provider, choosing an Estonian insurance company is not required;
- ✓ documents indicating the purpose of your stay – acceptance letter;
- ✓ 100 euros to pay the state fee.

Please keep in mind that by signing the application form you confirm that you have adequate funds to cover your accommodation costs and expenses during the stay in Estonia.

Processing of the visa application at a foreign representation may take 10-30 calendar days. You may start making your travel arrangements after the visa is issued.

**Useful note:** We recommend you to check with the foreign representation to see if there are any additional documents that may be required.

More detailed information on applying for a D-type visa at a foreign representation can be found [here](#).

**NB!** Upon arrival you may be required to remain in self-isolation for 10 days, and you may also be required to be tested for COVID-19 upon arrival and on the last day of self-isolation as well. More detailed information and the latest updates can be found [here](#).

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## What's next?

Now that you're here, you're probably wondering what's next. First of all, you may now start your studies and settle in!

If your studies should last longer than a year, you will need to apply for a temporary residence permit for studying. First of all, you'll need to confirm if the educational institution will issue an invitation for you. If that's the case, you may proceed. Here's what you'll need to do:

### 1. [Book an appointment](#)

In order to submit your application, you need to [book an appointment](#) with one of the Police and Border Guard Board service offices. Appointments can be booked up to three months in advance, so you may want to book ahead. Every year, thousands of students from all over the world come to Estonia to pursue their studies. We kindly ask you for your patience and understanding as the calendar tends to fill up quickly.

**Useful note:** Submitting the application at a service office is only possible with an appointment booked for the right procedure. Please make sure you choose the right procedure while booking – no 4. Applying for a residence permit (and also extension). Don't worry, if a residence permit is granted, a residence permit card will be issued as well. These two come as a set!

### 2. [Prepare your documents](#)

Before you go to the service office for your appointment, you will need to fill out the following forms:

- ✓ [application for temporary residence permit](#);
- ✓ [data concerning close relatives and family members](#).

**Useful note:** Close relatives and family members considered are spouse, children, parents and brothers and/or sisters. If you have more than three close relatives and family members, please use multiple forms. Keep in mind that information about close relatives and family members needs to be submitted regardless of their place of residence.

By signing the application form you confirm that:

- ✓ you have sufficient legal income - 300 euros per month per applicant;
- ✓ you have a health insurance contract.

**Useful note:** You are free to choose any suitable insurance provider as long as the conditions of the contract meet the necessary [requirements](#).

**NB!** Please note that the type and conditions of insurance contract required for a temporary residence permit differ from the one that is required for a visa.

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This means that you are not required to provide any additional documents regarding your insurance and income while submitting the application, but you may, if you like.

Keep in mind that the [invitation by educational institution or student organisation](#) is usually sent directly to the Police and Border Guard Board by the educational institution, but you may check with them, just to be sure.

**Useful note:** Any additional documents, including the health insurance contract and documents proving sufficient legal income, may be requested during the process by your case handler, so you should be prepared to submit the required documents upon request.

### 3. Prepare for your visit to the service office

You will need to arrive at the service office at least 20 minutes before your appointment. You will need to bring your passport, previously filled out forms and copies of any additional documents you would like to submit. Also, please make sure to have your booking number at hand.

When you arrive at the service office you need to head to the photo booth to take a photo and submit your signature. Please note that your fingerprints will be captured at the photo booth as well. Using the photo booth at the service office is free of charge.

Once that's done, you will need to register your appointment in the machine by the door and then wait to be called by the number on your ticket.

At the end of the procedure you will need to pay a state fee of 64 euros. Please note that it can be paid on spot with cash or card payment.

### 4. Final details

After submitting the documents at the service office, the granting or refusal of temporary residence permit shall be decided within 2 months from the acceptance of the application, or elimination of any deficiencies, that is if the application was submitted with any.

Should any issues need clarification you will be contacted in the process by your case handler.

The decision will be sent to you by e-mail and in case a residence permit is granted, a residence permit card will be issued within additional 30 days and the notification will again be sent by e-mail.

**Useful note:** If you receive an e-mail with a subject line "elamisloakaardi väljastamine", it's time to go get your residence permit card!

More detailed information on temporary residence permit for studying can be found [here](#).

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## Important to remember

Congratulations on getting your residence permit! It is important to remember that certain responsibilities come with the issued residence permit. First of all, you have an obligation to use your residence permit in accordance with its intended purpose. Also, please note that the general conditions of the issued residence permit need to be met during the whole period of its validity.

Here's a checklist for you:

- ✓ **the purpose of your residence permit is justified:** a temporary residence permit for studying is granted for studying full-time at a specific educational institution and level, and for a particular specialty;
- ✓ **your actual place of residence is in Estonia:** within a month after the residence permit is granted you are obliged to register your place of residence at the population register;
- ✓ **you have sufficient legal income:** legal income needs to be at least 300 euros per month per applicant during the entire period of validity;
- ✓ **your health insurance is valid:** a private insurance or national health insurance arising from Health Insurance Act needs to cover the entire period of validity.

Keep in mind that not meeting the requirements of the issued residence permit may result in its revocation.

## What about the family?

Now that you've gotten your residence permit and settled comfortably in Estonia, you may invite your spouse and minor children to join you.

Your family members may be issued the same legal bases under the same conditions as you. Please also note that these may be issued for the same period of time as yours.

It is important to remember that you will assume the obligations of a sponsor, which means that you will be responsible for your family members. As their sponsor you will need to ensure they have a legal basis for the entire duration of their stay in Estonia. Additionally, you will be responsible for providing them with accommodation as well as bearing all their expenses in Estonia.

Please note that your family members will have to go through the same process as you. We recommend to start with applying for a D-type visa at the nearest foreign representation of the Republic of Estonia, and proceed to apply for a temporary residence permit after arriving in Estonia.

For submitting a [D-type](#) visa application, please follow instructions provided on the first page of this guide.

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More detailed information on temporary residence permit for settling with a family member can be found [here](#).

**Useful note:** Documents (marriage certificates, birth certificates etc) issued by a foreign state are subject to certain requirements. If a document is not in Estonian, English or Russian, a certified or notarised translation is required. If your family members are planning to apply for temporary residence permits, the required documents may also need to be legalised or certified with an apostille certificate (marginal note). More detailed information on these requirements can be found [here](#).

### Migration advice

If you have any further questions related to migration, we will gladly help you! Please feel free to contact us directly:



Telephone: +372 612 3500  
Mon-Fri 9AM-3PM  
(Estonian time)

Email: [migrationadvice@politsei.ee](mailto:migrationadvice@politsei.ee)