



## **THEMATIC AND TOPICAL REPORT FROM THE MEETING OF AEGEE-ISTANBUL AT THE CZECH CONSULATE – the meeting is contributing to the CIA of AEGEE-Europe (Statutes of AEGEE-Europe, Par. I, Art. 2(1))**

Based on the Vienna Convention about consular relations, there are foreign missions in foreign countries for various purposes. Istanbul is one of the rare cities in the world with the biggest amount of foreign missions and 1st in Europe.

The functions of the consulate:

- overall support and care of the citizens of the mission country
- develop relations between descending and receiving states
- provide information to foreigners about the mission country
- issue travel documents for foreigners and mission people
- help in any means to the citizens of the descending country
- offer notary service, translatory service, certify signatures
- repatriation, help disabled people
- “noble postman” – deliver official and legal messages
- deal with the aircraft issues

Istanbul consulate’s jurisdiction: regions of Istanbul, Ardahan, Artvin, Balikesir, Bartin, Bayburt, Bilecik, Bolu, Bursa, Canakkale, Corum, Edirne, Erzurum, Girsun, Gumushane, Kars, Kastamonu, Kirklareli, Kocaeli, Ordu, Rize, Samsun, Sakarya, Sinop, Tekirdag, Trabzon, Zonguldak.

Visa agreement - procedure of visa abolishment:

- 1) readmission treaty (not between TR and CR, immigration through TR is 90% and is getting worse) -> leads to visa facilitation
- 2) good borders (with the help of the EU) -> leads to abolishment of visas (the procedure was already simplified for family members)

Schengen visas are dealt with by EU delegation. Schengen visas are under common law and policy for all Schengen countries. X National visas have different restrictions for each country.

### **LONG-TERM VISA policy and procedure of application for D-visa**

Issued as national visa with Schengen visa properties (grants a possibility of stay in the Schengen area for a maximum of 90 days within 180 days) = travel like with Schengen visa. Are of type:

- Visas for a stay over 90 days (type „D“) for the purpose of employment, family unification, sport, study etc.
- Visas for a stay over 90 days for the purpose of collecting a long term or permanent residence permit

#### **1) Visapoint ([www.visapoint.eu](http://www.visapoint.eu))**

- Online registration for submitting visa application (takes 2 hours) – must be done every time with the application

- Student must have an email address and can be done by applicant or other person
- Free of charge, submitting registration does not mean the visa is issued
- Every applicant must be registered – make the application in advance when the student gets to know the possibility of going abroad + possible change later or cancellation (because there is not always free term)
- No registration = no application – it the term for interview + bring already all the necessary documents
- Must fill up the reason STUDY, not any other!!!!

## 2) Where to apply?

Application must be filed solely at a diplomatic mission of the CZE in person.

### Who makes a decision on the visa application?

- The issuance is governed by Act No. 326/1999 concerning the residence of aliens in the territory of the CZE and amending certain acts as amended ► the decision falls within the competence of the Alien Police of the CZE. A refusal to issue the visa is FINAL and without appeal
- The reasons for refusing a long stay visas application is listed in Section 56 of Act No. 326/1999 (false or incorrect documents - not Erasmus), but in case of problem the applicant is contacted in advance to bring new / correct documents to avoid refusal
- Refused applicant may re-apply at any time (within 15 days immediately via Ministry of Foreign affairs – and the procedure takes another 2 months)

### Processing time – how long does it take?

- Allow several months and file sufficiently in advance
- Legal period for Alien Police depends on the purpose of stay: 2 months: study, research (60 days); 3 months: employment, family unification, entrepreneurship

If the student is late or has no more time, can obtain a Schengen visa, then go to the foreign country and come back and pick up the D-visa later with a 1-day notice ahead.

### Personal presence?

- Applicant is required to submit visa application in person
- Interview (with everybody – than the report / document is created, signed, also for the case of re-appeal)
- Personal presence upon pick up of visa? Generally, the applicant. Visa can be also picked by another person with a power of attorney
- Pick at the Embassy/Consulate of the sending country, even if the student is already in the CR = fly back to TR to pick up D-visa for the CR (never in CZE)

### How does the applicant find out if he/she obtained the visa?

- Email upon lodging the visa and a phone call
- Info provided only to the applicant or a person with power of attorney

### What is the fee?

- For Turkish citizens is reciprocal = 0 EUR and all forms provided are free of charge

- Fee for verification of translation only (cca 27 TL/page in Apr 2011)

### **3) Document properties:**

- Documents may not be older than 180 days, except for passport/civil register documents and photograph must correspond to actual appearance
- The application for a long stay visa is available online or at the consulate and must be filled out completely, clearly in capital letters

### **Photograph:**

- 2 photographs, light background, one attached to the visa application, second with name/DOB (format: 35x45mm, current appearance (no specific date), front view)

### **Travel document:**

- Travel document must be valid at least 90 days after the intended departure from the Czech Republic/Schengen (the best is 1 year validity total, blue passports must fulfill all the criterias) + bring the copy of passport!
- Must allow you to return to the state: whose citizen you are, that has issued the travel document, where you hold a residence permit
- At least 2 free pages in the passport + the passport cannot be older than 10 years and cannot be damaged!

### **Proof of student status in Turkey + financial means:**

- Original or certified copy of a document issued by Turkish University certifying the enrollment of student in Turkish school
- Must confirm selection
- Scholarship (how much) covered by school (in EUR)
- Full name, date of birth, place of birth, signed and stamped by school
- Translation to Czech language (suggestion: Ask the university to make it double language immediately on 1 page)
- If scholarship not granted, bank statement (min. amount 1000 TL/month = subsistence minimum + translation to Czech), copy of internationally valid credit card

### **Document confirming the purpose of stay in CZ + accommodation:**

- Original or certified copy of letter of acceptance issued by the Czech University
- Must be in Czech language
- Must contain full name, place of birth, date of birth, signed and stamped by the school
- Separate letter confirming accommodation or the school certificate must include details of accommodation (exact address + period from when to when)
- If the student is already in the CR and changes the place of accommodation, then has obligation to tell the authorities (police) and give them a verified signed document (e.g. from the renter)

### **Excerpt from the Criminal Register:**

- Issued by state whose national student is
- Document must state full name, date of birth and place of birth
- Must be verified by Apostille

- After it is verified by Apostille, then translated into the Czech language (apostille issued by Valilik) + AEGEE has a list of translators, after translation get a verification stamp at the consulate while applying for the visa.
- If the criminal record is not clean: the person can ask for the erasion at the court and bring the application for erasion with the other documents when applying for the visa

#### **Travel medical insurance:**

- Governed by par. 180i and 180j of Act No. 326/1999 Col., concerning the residence of aliens in the territory of the Czech Republic
- Must be concluded by an insurance company authorized to provide insurance services in the Czech Republic (online, coverage of 60 000 EUR with no alcohol / drugs abusage exemption) for 6 months and for whole Schengen
- Sign a waiver at the Consulate = present the document about the insurance when picking up the visa
- Czech insurance companies will make the documental already in Czech language + AEGEE already found out some companies providing this service

#### **4) Most common mistakes:**

- Application form not filed out correctly
- Wrong photographs
- Damaged travel document or short validity
- Turkish university letter: no date and place of birth
- Czech university letters in English
- Criminal Register – no date of birth
- Bad translations
- No registration in VISAPPOINT
- Missing documents
- Do not trust unverified information – if you have a question or a doubt, check the webpages or call the infoline directly
- COMING LATE!!!!

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#### **Remarks and additional questions:**

- Suggestion of online application (e.g. for certain groups and mostly for Schengen). Documents would be submitted only at request? – Not possible for now. The law is setting the directions that must be obeyed. The documents must be presented always.
- Why everything in Czech language? – It is general and non-discriminatory towards countries that do not know English + Czech employees do not have the obligation to speak English.
- What about UK and travelling with D-visa – what kinds of documents can they ask at the borders? – you have to apply for another visa.
- AEGEE-Istanbul can provide contacts to some official CZ-TR translators.