

Traineeship

1.	<ul style="list-style-type: none"> ▪ Application form and Appendix no. 9.16 duly filled out in English and signed by the applicant on site upon application with blue ink pen.
2.	<p>One recent passport picture</p> <ul style="list-style-type: none"> ▪ <i>Photo must be: 35 mm wide, 45 mm high, photo must be well contrasted, person must look straight into the camera, head must be straight, not tilted, mouth closed.</i>
3.	<p>Valid passport (plus one photocopy of biometric page)</p> <ul style="list-style-type: none"> ▪ <i>At least two empty visa pages, the passport must be valid for at least three months after the intended date of departure from the territory of the Member States and the travel document shall have been issued within the previous 10 years.</i>
4.	<p>Proof of right to reside in the UK (plus one photocopy of back and front)</p> <ul style="list-style-type: none"> ▪ <i>Original and copy of residence permit or British passport.</i>
	<p>Documents verifying the purpose of residence:</p> <ul style="list-style-type: none"> · a traineeship contract with the host organisation, · a diploma of higher education or a certificate of active student status issued by a higher education institution, and · a certificate of language proficiency or a certificate/diploma of foreign language studies, or other credible means of proof. <p>The traineeship contract must include:</p>
5.	<ul style="list-style-type: none"> ▪ · a description of the traineeship programme, including the educational objective or learning components, · the duration of the traineeship programme, · the conditions for the placement of the trainee and the supervision of the traineeship, · the number of practical hours, · a description of the legal relationship between the trainee and the host organisation, and · a declaration that the host organisation will be responsible for the third-country national's subsistence and accommodation costs for the entire duration of the applicant's stay in the territory of Hungary.
6.	<p>Documents in proof of means of subsistence in Hungary may be verified by:</p> <ul style="list-style-type: none"> · a certificate from a credit institution under the applicant's name (e.g. a bank account statement, an account statement on savings or stocks and bonds, bank balance statement), · a notarised declaration made by a member of the applicant's family undertaking to provide for the maintenance and support of the applicant and a document certifying the ability of the person providing support, · a certificate regarding the award/payment of the scholarship.
7.	<p>Documents proving that the applicant has a place of accommodation in the territory of Hungary:</p> <ul style="list-style-type: none"> ▪ A real Hungarian address must be declared as accommodation on the application form. For the notification no separate document is required.

8.

Documents proving the existence of comprehensive health insurance

Enclosed with the application for residence permit the applicant shall provide proof of having access to comprehensive health insurance services (in particular on the basis of specific other legislation on the social security system, international agreement, or under specific agreement), or that he/she has the necessary financial resources to cover the costs of such services.

9.

Documents evidencing the conditions of exit may be verified by:

- a valid passport or the permits necessary for the third-country national for returning to his/her country of origin, or to the country he/she indicates;
- and a valid ticket for departure, or sufficient funds to purchase such a ticket, or a means of transport lawfully used by the third-country national.

Passport Number _____ valid until __/__/____

Resident Permit _____ valid until __/__/____

IMPORTANT NOTES:

The applicant is hereby informed that the Consular Office of the Hungarian Embassy has full authority to request additional documentation, if deemed necessary, in addition to what is submitted. Furthermore, the applicant accepts that submitting all required documentation does NOT guarantee the issuance of a residence permit.

I, the applicant declare that I have been informed by VFS staff about any incomplete / incorrect documentation regarding my residence permit application and that I received back all my original documents, which I had showcased as evidence to the VFS counter staff.

Date:

Signature of Applicant:

Name of VFS Staff:
