



<b>MALTA RESEARCH VISA CHECKLIST</b> <i>DOCUMENTS SHOULD NOT BE PRINTED BACK-TO-BACK</i>		<b>YES</b>	<b>NO</b>
1	<b>Application Form</b> duly filled in and signed by the applicant		
2	One <b>recent Passport size photograph</b> in colour with white background (3.5cm by 4.5cm). Please do not staple the photographs to the Application Form.		
3	<b>Passport/Travel document</b> must:		
	a) Be valid for at least 3 months after the intended stay;		
	b) Be issued within the previous 10 years and not valid for more than 10 years;		
	c) Have at least 3 blank pages.		
4	<b>Overseas Travel Medical Insurance</b> valid for all Schengen countries. The insurance must cover the applicant for at least 30,000 Euros or equivalent for all risks (accident, illness, medical emergency, evacuation, etc). The policy must clearly specify the period of validity and must cover at least 91 days from date of travel to Malta.		
5	<b>Confirmed Travel Itinerary with travel dates.</b>		
6	<b>Proof of Sufficient Funds</b> means which are equivalent to 75% of the national minimum wage for every month of study; <ul style="list-style-type: none"><li>- Copy of the Bank Letter,</li><li>- Original Bank Statement for the six months,</li><li>- Tax return for last three years.</li></ul> <b>If Sponsor will cover the expenses;</b> <ul style="list-style-type: none"><li>- Original Bank Statement for 6 months should be presented along with the guarantee letter and passport copy.</li></ul>		
7	<ul style="list-style-type: none"><li>- Proof of social or professional status indicating letter detailing purpose of trip and information about the research that will be carried out in Malta.</li><li>- A letter from the sending institution from the country of origin.</li></ul>		



8	<b>Letter from Employer or Educational Institute in India</b> justifying the applicant's need to travel to Malta for research purposes, and a letter from the receiving institution of Malta.		
9	<b>Proof of Accommodation for the duration of the course.</b>		
	(i) <b>Confirmed</b> hotel booking		
	(ii) <b>'Declaration of Proof'</b> completely filled in, signed by the Invitee and photocopy of invitee's Malta ID card or Passport and relative supporting documents as mentioned in the same declaration.  All in original, witnessed by (Maltese) Public Notary.  If the applicant is travelling to several Member States, proof of accommodation in each of them.  Documents to be attached:  - Copy of the Host's ID Card and of the bio-data page of the Invitee's Passport;  - Proof of residence (i.e., property title deeds, rental agreement, energy bills);  - Proof of income (salary slip, receipt of pension, official document stating the amount of income);  - If applicant, health insurance policy for the invited person(s).		
14	<b>Original and Photocopy</b> of the passport bio page only.		
15	<b>Nepali Citizenship (certified true copy) for Nepali citizens residing in Nepal.</b>		

General Rules:

- **Submission of the above documentation does not guarantee that a visa is granted.**
- **The application form and all documents (original + copy) are to be submitted in person.**
- **Applications will be refused by the High Commission if accompanied by forged documents.**
- **The Visa fee will not be refunded in case of refusal unless application is inadmissible.**
- **Visa applications should be submitted at least 15 days prior to date of travel.**



**HIGH COMMISSION  
OF MALTA  
INDIA**

- The High Commission reserves the right to request further documentation and/or personal interview.
- Should you wish to keep original documents, kindly include also an A4 photocopies together with the originals when submitting applications.
- A 5-day limit for submission of missing documents via VFS.
- Failure to comply with the above, may lead to outright refusal.

**Applicant's Name:** ..... **Signature:** .....

**Passport Number:** ..... **Visa Fee:** .....

**Comments if**

**any:** .....  
.....  
.....

**VFS Staff Name:** ..... **Date:** .....