

**E6 CHECKLIST: TEMPORARY STAY VISA FOR MORE THAN 3 MONTHS
STAY, IN EXCEPTIONAL CASES, INCLUDING THE PARTICIPATION IN
STUDY PROGRAMS, STUDY EXCHANGE, UNPAID INTERNSHIP,
VOLUNTARY SERVICE IN THE FRAMEWORK OF INTERNATIONAL
COMMITMENTS RELATED TO THE FREE MOVEMENT OF SERVICES**

Personal details of the applicant (as per the passport)

Name: _____
Surname: _____
Passport number: _____
Date of birth: _____

Contact details of the applicant

E-mail address: _____
Telephone no.: _____

Please carefully read the following information:

- Submit the documents in the exact order given below.
- Do not staple any document.
- All supporting documents must be in A4 size paper.

E6 VISA: What it is?

The **E6 temporary stay visa** is aimed at foreign citizens who due different reasons and circumstances need to stay in Portugal for more than three months, including due the participation in study programs (such as Erasmus Mundus Scholarship holders who will study one semester at a Portuguese university), study exchanges (Erasmus; Erasmus+ and other international mobility programs with Portuguese universities), unpaid professional traineeships/internship, volunteering programs as well as due international commitments for service provision (contract for the provision of services).

Foreign citizens who have familiar links with Portuguese citizens (nuclear family as defined by the article 2(2) of Directive 2004/38: the spouse; the registered partner and descending and ascending relatives) and who wish to establish residency in Portugal should submit an E6 visa application and proof their family links. In the framework of all the benefits granted by Law nº37/2006, the foreign citizen who has family links with a Portuguese citizen can be exempted of submitting travel insurance, return transport ticket, police clearance certificate and the proof of means of subsistence.

What is the standard processing time of a E6 visa application?

The **standard processing time** of a E6 visa application is **30 (thirty) calendar days**. This period starts counting **only** when the application reaches the Consular Section of the Embassy of Portugal in New Delhi (the visa application will need up to two working days to reach the Consular Section Embassy of Portugal in New Delhi) and that public holidays of the Embassy of Portugal in New Delhi as announced on its website will not count as working days.

Can my family members apply for the visa for accompanying family members (EF) while I apply for the E6 visa?



Yes. The E6 visa does grant the right to the family member(s) of the E6 visa applicant to apply together with him/her for the temporary visa for accompanying family members (EF). Family members of the E6 applicant do not need an appointment at VFS, although they should submit their applications at the same time (the E6 and EF visa application(s), which will be assessed together).

<u>REQUIRED DOCUMENTS</u>	YES	NO
<p>If not otherwise noted, submittal of copies of the original document are sufficient. Please note that the Consular Section of the Embassy of Portugal in New Delhi does not return original documents if you do not provide a copy.</p> <p>Please mark on the right column if you submitted the document / form or not</p>		
<p><u>Portuguese visa original application form</u> duly filled in and signed by the applicant.</p> <p>The visa application form is free of charge and can be downloaded from the website: https://vistos.mne.gov.pt/images/formulario_visto_nacional_en.pdf</p> <p>Each applicant shall submit a complete and signed application form individually. Please submit all pages of the application form.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>Valid national passport:</u></p> <ul style="list-style-type: none"> • Issued within the last 10 years and with at least 3 months validity after the scheduled return. • Passports with observations regarding the front data page (biographical data) will not be accepted. • Passports must have at least two empty pages to affix visa. • Handwritten passports or passports that contains a manual entry made after 01/04/2010 where the biographical data (name, place, date of birth and sex) were changed will not be accepted. • Applicants from Bangladesh and Sri Lanka whose holders need their passports to travel back to their countries must submit a copy in colours of the biographical data page. This copy must not have stamps covering the information of the biographical data page. 	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>Proof of legal residence:</u></p> <ul style="list-style-type: none"> • If the applicant is not a national of India, Bangladesh, Bhutan, Nepal, Sri Lanka and the Maldives, please note that evidence of his/her legal residence in any of these countries (residence permit) must be submitted. 	<input type="checkbox"/>	<input type="checkbox"/>
<p><u>2 passport size pictures:</u></p> <ul style="list-style-type: none"> • White background, not older than 6 months (size 35-40 mm in width, not copied or scanned picture). • One picture must be pasted on the application. • One picture has to be clipped on the last page of the passport. Stapped of pinned pictures cannot be accepted. 	<input type="checkbox"/>	<input type="checkbox"/>



<ul style="list-style-type: none"> • Personal Income Tax Return (ITR) (only ITR-V, Indian Income Tax Return Verification Form or Acknowledgement is accepted) for the last 3 assessment years; • Employer’s letter on leave approval for the training (if employed). 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p>In case the applicant has a sponsor in his home country, the following documents of the sponsor in India/Nepal/Bangladesh/Sri Lanka/Bhutan/Maldives are required:</p>		
<ul style="list-style-type: none"> • Last 3 months salary slips; 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • Last 3 months personal bank account statements (stamped and signed by the bank); 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • Personal Income Tax Return (ITR) (only ITR-V, Indian Income Tax Return Verification Form or Acknowledgement is accepted; tax return equivalent documents for Nepal, Bangladesh, Sri Lanka, Bhutan, Maldives) for the last 3 assessment years; 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • If the invitee/sponsor is the spouse of the applicant: marriage certificate is mandatory (with Hague Apostille for Indian nationals*). 	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • If the invitee/sponsor is a parent of the applicant, birth certificate is mandatory (with Hague Apostille for Indian nationals*). 	<input type="checkbox"/>	<input type="checkbox"/>
<p>* If the applicant is a national of Bhutan, Bangladesh, Nepal, Sri Lanka or the Maldives, the documents attested previously by the correspondent Ministry of Foreign Affairs and the respective embassy in New Delhi in order to be considered valid.</p>		
<p>Proof of the <u>financial resources may be also waived upon the presentation of a term of responsibility signed by either the Portuguese citizen or a foreign citizen legally living in Portugal</u> through which he/she declares to be able to support the visa applicant by providing food and accommodation in Portugal, as well as to pay any repatriation costs in case of irregular stay. The document can be downloaded here: https://vistos.mne.gov.pt/images/termo_responsabilidade_aima_2024_2.pdf</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>To be considered valid, the document and the signature of the citizen who signs it must be dully recognised by a lawyer or by a notary or registry office authorised to carry on activities in Portugal. <u>A copy of the Portuguese citizen’s ID who signs the document must be also submitted or, should the document be signed by a foreign citizen legally living in Portugal, a copy of his/her residence card is mandatory.</u></p>		
<p>SPECIFIC DOCUMENTS ACCORDING TO THE CASE OF THE APPLICANT</p>		



<p><u>Foreign citizens who have family links with a Portuguese citizen and wish to establish residency in Portugal:</u></p> <p><u>Proof of the family affiliation invoked:</u></p> <ul style="list-style-type: none"> • Copy of the ID or Passport of the Portuguese citizen with whom they are travelling with to Portugal or who they are joining in Portugal; • <u>Birth certificate/marriage certificate (ORIGINALS</u> to be submitted, duly attested, at VFS, which will take a copy locally and forward it to the Embassy, so that applicants may retain the original certificates). <p>Documents issued by the Indian authorities need to be attested first by competent State / Union Territory Department where the document was issued; and then by the Ministry of External Affairs of India with the Hague Apostille. Check info about the official procedure here: https://bit.ly/3LZv7YF</p> <p><u>The documents issued in India are only considered valid if they are duly legalized with the Hague Apostille. The documents issued by the authorities of Bhutan, Bangladesh, Nepal, Sri Lanka or the Maldives, have to be legalized and attested previously by the correspondent Ministry of Foreign Affairs and the respective embassy in New Delhi in order to be considered valid.</u></p> <p>Regarding Nepalese civil registration certificates included in visa application submission and attestation processes, VFS will only accept original birth and marriage certificates, and not "substitute" declarations.</p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
<p><u>Documents certifying the enrollment in a study program or study exchange (duration must be less than one year) in a Portuguese university or high education institution in the framework of a mobility program or international program (Erasmus Mundus):</u></p> <ol style="list-style-type: none"> 1. <u>Letter/document of enrollment</u> issued by a Portuguese university or high education institution; <u>AND</u> 2. <u>Accommodation:</u> letter proving that the student is being hosted by a family; accepted at an university housing or campus; <u>OR</u> 3. <u>Accommodation:</u> any other proof of accommodation/housing in Portugal during the duration of the studies 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p><u>Professional unpaid internship/traineeship:</u></p> <ol style="list-style-type: none"> 1. Document issued by the institution or organisation hosting the trainee or intern, proving the admission to the 	<input type="checkbox"/>	<input type="checkbox"/>

<p><u>responsibility signed by the responsible of the hosting organisation.</u> The document can be downloaded here: https://vistos.mne.gov.pt/images/termo_responsabilidade_aima_2024_2.pdf</p> <p>To be considered valid, the document and the signature of the citizen who signs it must be dully recognised by a lawyer or by a notary or registry office authorised to carry on activities in Portugal. A copy of the Portuguese citizen’s ID who signs the document must be also submitted or, should the document be signed by a foreign citizen legally living in Portugal, a copy of his/her residence card is mandatory.</p>		
<p><u>In case of MINORS:</u></p> <ul style="list-style-type: none"> • If the minor is travelling with only one parent, written consent (<u>travel authorization letter - ORIGINAL</u>) certified by public notary of the other parent or guardian, except in cases of a parent having sole custody or guardianship of the minor, in which case a court order or other proof of sole custody or guardianship must be provided. • If the minor travels alone (without parents), written consent (<u>travel authorization letter – ORIGINAL</u>) certified by public notary, of both parents or guardians having custody or guardianship of the minor. • Copy of identification document(s) (with signature and photograph) of the parent(s)/guardians having custody/guardianship of the applicant. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Additional documents the applicant wants to submit (please note that VFS is not authorized to refuse acceptance of documents the applicant wants to submit but are not mentioned on the checklist):</p>		
<p>General remarks of the Consular Section of the Embassy of Portugal in New Delhi:</p> <ul style="list-style-type: none"> • Submission of the above-mentioned mandatory documents does not guarantee that a visa is granted. The required documents must be submitted with the visa application (documents sent through e-mail or post to the Embassy of Portugal in New Delhi are not accepted, unless if required). • The Consular Section of the Embassy of Portugal in New Delhi reserves the right to ask for additional documents and/or for a personal interview. The Consular Section of the Embassy of Portugal in New Delhi is not however obliged to ask for submittal of documents already mentioned on this list before denying an application. • Submission of incomplete documentation may result in the rejection of an application. 		



- Please note that the **standard processing time of a E6 visa application is 30 (thirty) calendar days**. This period starts counting **only** when the application reaches the Consular Section of the Embassy of Portugal in New Delhi (the visa application will need up to two working days to reach the Consular Section Embassy of Portugal in New Delhi) and that public holidays of the Embassy of Portugal in New Delhi as announced on its website will not count as working days.
- This period can be prolonged by the Consular Section of the Embassy of Portugal in New Delhi if deemed necessary for a personal interview, scrutiny of bank documents and/or verification of any other supporting documents, among other reasons.
- Visa applications should be submitted in advance to ensure time for competent authorities to deliver a decision.
- A booked flight ticket does not result in a preferred processing of the application.
- All documents, forms and declarations must be submitted either in Portuguese or English. All documents, forms and declarations not in Portuguese or English have to be submitted with proper Portuguese or English translation. Failing to provide proper translation will result in the document, form or declaration considered "missing".
- The refusal of the visa application does not entail the reimbursement of the visa fees.
- Consult the legislation in force at the following hyperlink:
<https://vistos.mne.gov.pt/en/national-visas/national-legislation>

Declaration of the visa applicant (to be signed by the parent(s) submitting the application if applicant is a minor)

I have taken note of the general and special remarks as mentioned on checklist.

I have been informed that VFS Global does not have any influence on the decision about a visa application and only the information provided by the Consular Section of the Embassy of Portugal in New Delhi must be taken as official.

I confirm that the VFS officer has noted all documents submitted by me and that I want the application in its present form to be forwarded to the Consular Section of the Embassy of Portugal in New Delhi.

I am aware that original documents not submitted with a copy will be kept by the Consular Section of the Embassy of Portugal in New Delhi.

Date:

Name, Surname of the applicant:

Passport number:

Signature of the applicant:

Confirmation of VFS on the day of submittal

Date of submittal: _____

VFS VAC in _____

Application submitted:

I confirm that above this checklist has been filled out together with and signed in front of me by the applicant at today's appointment at the above VAC.



**REPÚBLICA
PORTUGUESA**

NEGÓCIOS ESTRANGEIROS

**EMBASSY OF PORTUGAL
NEW DELHI**

VFS Officer Full Name:

Signature: