## SLOVENIA - Australia - Checklist for Short Stay Visa

Applicant`s Name:	Date of Birth:	Passport Number:			
Reference No:	Place of Submission:	Date of submission:			
Contact No:	E-mail:				
Purpose of travel:  Tourism Visiting family/friends Business Medical treatment Artistic or cultural activities Sport activities Educational activities Official visit Transit		Personal situation:			
Biometric identifiers:  Photograph taken: Live Scanned copy Fingerprints:  10 fingerprints taken Quality remarks: Fingerprinting exemptions: Children under the age of 12; fingerprints collected as part of an earlier application and entered in the VIS less than 59 months ago; fingerprinting is physically impossible: Temporary Permanent					
Wisa fee:  □ 35 EUR - nationals of Armenia, Azerbaijan, Belarus – without prejudice to the Council decision (EU) 2021/1940 of 9 November 2021) □ 67,50 EUR - nationals of Cabo Verde □ 90 EUR - other third country nationals □ 45 EUR - children aged 6-12 □ Gratis: □ minors under the age of 6; □ pupils, students, postgraduate students and accompanying teachers who undertake stays for the purpose of study or educational training; □ researchers travelling for the purpose of carrying out scientific research; □ representatives of non-profit organisations aged 25 years or less participating in seminars, conferences, sports, cultural or educational events organised by non-profit organisations; □ holders of diplomatic and service passports; □ non-EU family members of EU or Swiss citizens covered by the Directive 2004/38/EC and UK nationals who are beneficiaries of the EU-UK Withdrawal Agreement and seek to join the UK national Withdrawal Agreement beneficiary in the host State.					
Fees are collected in AUD. The fees are adjusted on monthly basis and available on the Embassy's website: <a href="https://www.gov.si/en/representations/embassy-canberra/visa-information-of-the-embassy-canberra/see">https://www.gov.si/en/representations/embassy-canberra/visa-information-of-the-embassy-canberra/see</a> QR code					
Service fee: 29 EUR	Courier fee: 17,50 EUR (applicable for Brisbane only)	Other fees:			
Information to visa applicants: Please submit your application with the following original documents. Supporting documents must be in English or					

Slovenian language.

Bank statements of more than one account may be presented. Provided bank statements should not been older than 7 calendar days upon the date of submission and should bear the applicant's name.

During the examination of an application, the Slovenian Embassy may, in justified cases, call the applicant for an interview and request additional documents. (Article 21(8) of the Visa Code).

According to the Article 23 of the Visa Code the processing time of the visa application may take up to 15 calendar days after all the required documents have been submitted.

	Applicant`s signature:				
No	Documents required for all applicants	YES	NO		
1	Passport				
2	1 application form				
3	1 recent photograph				
4	Proof of residence				
5 6	Proof of visa status - VEVO (Visa Entitlement Verification Online)				
7	Previous passports with Schengen visas (if any)  Travel medical insurance				
8	Proof of financial means in the country of residence (including recent bank statements showing movement of means over a certain period (minimum last three months)				
9	Civil status certificates (not older than 6 months):  - if married or in a partnership, provide a marriage certificate or registered partnership agreement				
10					
11	Proof of sponsorship and/or private accommodation (such as invitation from host)				
	Documents required in accordance with the applicant's personal situa	tion			
12	a) If the applicant is a minor/under the age 18:         i. travelling alone: consent of the parental authority (both parents) or legal guardian(s) either through a notarised certificate or a form signed at the consulate or at the external service provider;, photocopy of passport of				
	parental authority or legal guardian(s), copy of original birth certificate of the minor issued by the responsible authority  ii. travelling with one parent or legal guardian only: consent of the parental authority or legal guardian not travelling with the minor must be provided through a notarised certificate or a form signed at the consulate or at the external service provider; photocopy of passport of the authorising parental authority or legal guardian(s), copy of original birth certificate of the minor				
	issued by the responsible authority.  iii. if the single parent with whom the minor is to travel, holds the paternal authority alone: document that proves he/she is the only parental authority e.g. birth certificate of the minor (indicating only one parent), death certificate, divorce or custody agreement.				
	Documents required in accordance with the purpose of trave	İ	<u> </u>		
13	a) Tourism:				
	<ul><li>i. proof of accommodation (e.g. hotel booking confirmation);</li><li>ii. travel plan.</li></ul>				
	<ul> <li>b) Visiting family/friends:         <ul> <li>i. proof of sponsorship and/or private accommodation (Letter of Guarantee authorized at the administration unit).</li> </ul> </li> </ul>				
	<ul> <li>c) Business, conference, educational, artistic, cultural, religious or political event:         <ol> <li>Official invitation letter from a firm, host organisation, educational establishment or an authority to attend meetings, conferences or events, containing detailed information concerning (Letter of Guarantee authorized at the administration unit):</li></ol></li></ul>				
	<ol> <li>Documents proving the applicants employment status in the company (for example, contract, proof of social security contribution).</li> </ol>				
	d) Medical treatment:				
	I. a certificate from a medical doctor and/or a medical institution advising that				
	the treatment is necessary;  II. an official document from the receiving medical institution confirming that it can perform the specific medical treatment, an estimation of costs and an				
	indication that the patient will be accepted accordingly; III. proof of prepayment or sufficient financial means to pay for the medical treatment and related expenses.				

	e) For participation in sport activities:  i. photo copies of all pages in the sports federation matriculation card;  ii. invitation from the organising club/federation in the host country (Letter of					
	Guarantee authorized at the administriction iii. certificate from the sending sports continuous iv. proof of paid registration fee to ever	stration unit); lub/federation;				
	f) Journalist:  i. certificate issued by a professional of ii. document from the employer stating					
	g) Transit  i. visa or entry permit and confirmed to final country of destination	ickets regarding the onward journey to the				
I here been s	n case not all supporting documents have been submitted:  hereby confirm that supporting document(s) No has/have not been submitted. I'm requested to complete my application within 3 (three) working days. I am aware that my failure to complete the application might influence the Embassy's decision (Article 21(3) and (7) of the Visa Code). I am aware that he processing time will be extended accordingly.					
·		Applicant`s signature:				
Missiı	ing supporting documents	submitted on				
		Visa officer's signature:				
	Other optional documents co	nsidered necessary by the applica	nt			
	Proof of business relation (i.e. invoices, contract	rs)				
Proof of family relationship (i.e. birth certificates, marriage certificates, death certificates)						
Copy of data page of passport and residence permit of host in the Member State, if staying with one						
	Consent of the Ministry of Health of the Republic	c of Slovenia for medical treatment				
	Other:					
	-					
Rema	 arks by External service provider or visa offic	er):				
	Signature:					

## Information on legal base for supporting documents

Lists of supporting documents to be presented by visa applicants in Australia is available at:



Applicant`s signature:	
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## Information on the processing of personal data

- 1. The controller of the personal data processed in visa procedures is the Ministry of Foreign Affairs of the Republic of Slovenia, headquartered at Prešernova 25, 1000 Ljubljana, Slovenia, T: +386 1 478 2000, E: gp.mzz@gov.si
- 2. Data Protection Officer at the Ministry of Foreign Affairs of the Republic of Slovenia may be contacted at dpo.mzz@gov.si
- 3. VFS Global processes personal data on behalf of the Ministry of Foreign Affairs of the Republic of Slovenia and is bound by standard contractual clauses (Commission Decision 2010/87/EU) to provide the same standard of personal data protection as would the Ministry of Foreign Affairs of the Republic of Slovenia under the General Data Protection Regulation (Regulation (EU) 679/2016).
- 4. Personal data is processed for the purpose of visa applications in administrative procedures conducted by the Embassy of the Republic of Slovenia in Canberra.
  - Your personal data, including your photograph and fingerprints, where applicable, are mandatory elements of a visa application. If you decide not to submit the requested personal data your application may be deemed inadmissible or denied.
- 5. The legal basis for the processing of personal data is laid down by Regulation (EC) No 810/2009 of the European Parliament and of the Council of 13 July 2009 establishing a Community Code on Visas (Visa Code) and Regulation (EC) No 767/2008 of the European Parliament and of the Council of 9 July 2008 concerning the Visa Information System (VIS) and the exchange of data between Member States on short-stay visas (VIS Regulation).
- 6. In case of an application for a short-term visa or an airport transit visa your data will be entered into a national visa information system of the Republic of Slovenia, where it will be stored for five years after the expiry of the visa or, in case the visa was not issued, for five years after the finality of this decision. Your data will also be entered into and stored in the Visa Information System (VIS) for a maximum period of five years, during which it will be accessible to the visa authorities and the authorities competent for carrying out checks on visas at external borders and within the Member States, immigration and asylum authorities in the Member States for the purposes of verifying whether the conditions for the legal entry into, stay and residence on the territory of the Member States are fulfilled, of identifying persons who do not or who no longer fulfil these conditions, of examining an asylum application and of determining responsibility for such examination. Under certain conditions the data will also be available to designated authorities of the Member States and to Europol for the purpose of the prevention, detection and investigation of terrorist offences and of other serious criminal offences.
- 7. Data subjects have the right to request from the Ministry of Foreign Affairs of the Republic of Slovenia access to and rectification or erasure of personal data or restriction on processing concerning the data subject or to object to processing as well as the right to data portability, pursuant Articles 15 through 20 of the General Data Protection Regulation.
- 8. Data subjects have the right to lodge a complaint concerning the processing of personal data with the Information Commissioner of the Republic of Slovenia, headquartered at Dunajska cesta 22, 1000 Ljubljana, Slovenia.
- 9. This information does not apply to personal data processed by VFS Global concerning the payment of consular and service fees or to personal data processed by VFS Global in relation to additional commercial services.

Additional information on data protection is available at: https://www.ip-rs.si/en/



Request for Information on Data in the Visa Information System (VIS):

https://www.gov.si/assets/ministrstva/MZZ/Dokumenti/konzularne-zadeve/oddelek-za-vize/Zahteva-za-seznanitev-s-podatki-v-VIS.pdf



Request for Information on Data in the Schengen Information System (SIS):

https://www.ip-rs.si/o-poobla%C5%A1%C4%8Dencu/mednarodno-delovanje-informacijskega-poobla%C5%A1%C4%8Denca/sodelovanje-v-mednarodnih-delovnih-telesih/sis/sis-kak%C5%A1ne-pravice-imam-v-zvezi-z-obdelavo-mojih-osebnih-podatkov-v-sis-ii

