

SLOVENIA – UK – Checklist for a Long Stay Visa (D)

Applicant's Name:	Date of Birth:	Passport Number:
Reference No:	Place of Submission:	Date of Submission:
Phone No:	E-mail:	
Purpose of travel: <ul style="list-style-type: none"> <input type="checkbox"/> Family reunification <input type="checkbox"/> Diplomatic mandate <input type="checkbox"/> Courses or other forms of education <input type="checkbox"/> Business <input type="checkbox"/> University professor, researcher <input type="checkbox"/> Artistic or cultural activities <input type="checkbox"/> Sport activities <input type="checkbox"/> Journalism <input type="checkbox"/> Religious or humanitarian service 		Profession: <ul style="list-style-type: none"> <input type="checkbox"/> Unemployed <input type="checkbox"/> Employed <input type="checkbox"/> Foreign mission or international organisation staff <input type="checkbox"/> Business owner <input type="checkbox"/> Student <input type="checkbox"/> Professor, researcher <input type="checkbox"/> Artist, cultural worker <input type="checkbox"/> Professional sportsman, coach <input type="checkbox"/> Journalist <input type="checkbox"/> Priest, nun, monk
Biometric identifiers: Photograph taken: Live Scanned copy		
Visa fee: <ul style="list-style-type: none"> <input type="checkbox"/> 77,00 EUR <input type="checkbox"/> Gratis: <ul style="list-style-type: none"> • students - Turkish citizens and Fulbright scholarship holders; • holders of diplomatic and official passports (with a mandate in Slovenia); • family members of EU citizens in case of family reunification. 		
Fees are collected in GBP. The fees are adjusted on a monthly basis and are available on the Embassy's website: http://www.london.embassy.si/index.php?id=2607&L=1 – see QR code: 		
Service fee:	Courier fee:	Other fees:
<p>Information for visa applicants:</p> <p>Please submit your application with the following original documents. Supporting documents must be translated to English or Slovenian. The diplomatic mission does not return any documents to the applicant apart from the passport and original court documents.</p> <p>It is not recommended to purchase flight tickets before the visa is granted.</p> <p>During the application process the Slovenian Embassy may call the applicant for an interview and/or request additional documents.</p> <p>The processing time for the visa application may take up to 15 calendar days after all required documents have been submitted.</p> <p style="text-align: right; margin-top: 20px;">Applicant's signature: _____</p>		

No.	DOCUMENTS REQUIRED FOR ALL APPLICANTS	YES	NO
1	Original passport/travel document with a validity that exceeds the intended stay in Slovenia and the Schengen area by at least three months. The passport must have been issued within the last ten years and have at least two blank pages.	<input type="checkbox"/>	<input type="checkbox"/>
2	A copy of passport's personal details page(s).	<input type="checkbox"/>	<input type="checkbox"/>
3	The application form, fully completed, dated and signed by the applicant.	<input type="checkbox"/>	<input type="checkbox"/>
4	One recent passport-sized photograph.	<input type="checkbox"/>	<input type="checkbox"/>
5	Travel medical insurance for the period of the validity of visa, with a minimum coverage of 30.000 EUR, covering: emergency medical expenses, hospital treatment, repatriation for medical reasons, or repatriation of remains.	<input type="checkbox"/>	<input type="checkbox"/>
6	<p>Evidence of sufficient means of subsistence:</p> <ul style="list-style-type: none"> a. Bank account statements for the last six months. b. Proof of regular income: employment certificate and salary slips for the last six months, proof of scholarship or other confirmation of sufficient funds. <p>Evidence of sufficient means of subsistence is not required when the third-country national exercises the right of free movement as stipulated by Directive 2004/38/ES (reunification of a third-country national with an EU citizen residing in Slovenia).</p>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
DOCUMENTS REQUIRED BASED ON A PURPOSE OF STAY			
7	<p>Family reunification:</p> <ul style="list-style-type: none"> a. Original marriage certificate issued by the competent Slovenian authority or proof of extra-marital union (statement of the partners confirming that they have lived together for at least two years, authenticated by a notary or the competent authority abroad, signed by at least two witnesses, or supported by documentation proving extra-marital union in accordance with local legislation); b. Birth certificate (for family reunification with a minor child). c. In the case of the integration of a minor with non-biological parents, the consent of the biological parents or a decision of the Center for Social Work or court ruling. d. Legalized certificate of no criminal record, with a translation into Slovenian. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8	<p>Work/mandate at a diplomatic or consular representation or international organization in Slovenia:</p> <ul style="list-style-type: none"> a. Note from the Ministry of Foreign Affairs of the sending state regarding the secondment to an office, listing the family members who will accompany the diplomat in Slovenia and hold a diplomatic or official passport. For the diplomat's service staff, the note should include a guarantee that the diplomat will provide sufficient funds for the staff and indicate the duration of their stay. b. Legalized certificate of no criminal record for the diplomats' service staff, with a translation into Slovenian. 	<input type="checkbox"/>	<input type="checkbox"/>
9	<p>Education or training:</p> <ul style="list-style-type: none"> a. Certificate of enrolment in studies in Slovenia. b. Proof of payment for the studies, if applicable. c. Legalized certificate of no criminal record, with a translation into Slovenian. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
10	<p>Economic interest of the Republic of Slovenia:</p> <ul style="list-style-type: none"> a. Letter of approval from the Ministry of the Economy, Tourism and Sport of the Republic of Slovenia. b. Evidence of the applicant's employment in Slovenia (certificate of employment and certificate of the status of the third-country national in a foreign company). c. Legalized certificate of no criminal record, with a translation into Slovenian. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
11	<p>Interest of the Republic of Slovenia in the field of higher education and science:</p> <ul style="list-style-type: none"> a. Letter of approval from the Ministry of Higher Education, Science and Innovation of the Republic of Slovenia. b. Legalized certificate of no criminal record, with a translation into Slovenian. 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

12	Interest of the Republic of Slovenia in the field of culture: a. Letter of approval from the Ministry of Culture of the Republic of Slovenia. b. Legalized certificate of no criminal record, with a translation into Slovenian.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
13	Sport activities: a. Certificate issued by a Slovenian sports club or organisation where the third-country national will work or play (entry into the Register of Private Workers in the Field of Sport and the Register of Professional Sports People). b. Confirmation of the competent sports organization in the applicant's country of origin stating that the applicant is a professional athlete or sports coach. c. Legalized certificate of no criminal record, with a translation into Slovenian.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
14	Reporter/Correspondent: a. Certificate of the media company in the country of origin regarding applicant's assignment in Slovenia. b. Valid press card. c. Legalized certificate of no criminal record, with a translation into Slovenian.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
15	Religious and humanitarian service: a. Confirmation of the applicant's assignment in Slovenia from the religious institution or humanitarian organisation in the applicant's country of origin, stating the date of arrival and duration of stay. b. Confirmation from the relevant religious community or humanitarian organisation in Slovenia, indicating the date of arrival, type and duration of activities in Slovenia. c. Legalized certificate of no criminal record, with a translation into Slovenian.	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>

OPTIONAL DOCUMENTS CONSIDERED NECESSARY BY THE APPLICANT

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Remarks by the visa officer (External service provider or Embassy):

Visa officer's signature: _____ **Applicant's signature:** _____

In case not all supporting documents have been submitted:

I hereby confirm that supporting document(s) No. _____ has/have not been submitted. I am requested to complete my application within five working days. I am aware that my failure to complete the application might influence the Embassy's decision. I am aware that the processing time will take longer accordingly.

Applicant's signature: _____

Missing supporting documents submitted on _____ **Visa officer's signature:** _____

Information on the processing of personal data

1. The competent authority in charge of the personal data processed in visa or residence permit application procedures is the Ministry of Foreign and European Affairs of the Republic of Slovenia, address: Prešernova 25, 1000 Ljubljana, Slovenia, T: +386 1 478 2000, E: gp.mzz@gov.si.
2. Data Protection Officer at the Ministry of Foreign and European Affairs of the Republic of Slovenia may be contacted at E: dpo.mzz@gov.si.
3. VFS Global processes the personal data on behalf of the Ministry of Foreign and European Affairs of the Republic of Slovenia and is bound by contractual clauses (Commission Decision 2010/87/EU) to provide the same standard of personal data protection as the Ministry of Foreign and European 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 London.

Your personal data, including your photograph, where applicable, are mandatory for the application to be processed and/or decided on. 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 set by Foreigners Act, Official Journal of the Republic of Slovenia Nr. 91/21, 95/21 and 105/22.
6. Upon applying for a long term visa your data will be entered and stored in a national visa information system of the Republic of Slovenia 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.
7. Applicants have the right to request from the Ministry of Foreign and European 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. Applicants have the right to file a complaint concerning the processing of personal data with the Information Commissioner of the Republic of Slovenia, address: Dunajska cesta 22, 1000 Ljubljana, Slovenia.
9. The information above does not apply to personal data processed by VFS Global on the payment of consular and service fees nor 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 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-osebni-podatkov-v-sis-ii>