NATIONAL VISA - EMPLOYMENT

Sr. #	Documents Required	submitted
1	**Application form and Appendix 13** — available online free of charge One application form and appendix is duly completed and signed by applicant.	
2	**For minors below the age of 18:** • A form "letter of consent" signed by the parents/legal guardian must be attached • Passport copies of parents/ legal guardian • Valid visa copies of parents/ legal guardian if applicable	
3	**Passport:** • Validity of a minimum of Six months from the date of expiry of the requested Visa • Signed by passport holder • Passport not older than 10 years (issued within the last 10 years) • A minimum of two blank pages to be used for visas	
4	**QID:** • Valid Qatar residence permit	
5	One recent biometric passport sized **photograph** (3.5x4,5 cm) with white background. Note: (not older than 6 months) • Not tilted picture (portrait style) showing both edges of face clearly. • Close up of the head and top of the shoulders so that the face takes up 70–80% of the photograph. • Photo in sharp focus and clear.	
6	**Overseas medical insurance** • Valid for the first month • Minimum coverage 30,000.00 € incl. repatriation.	
7	**Flight reservation** • Valid & confirmed flight reservation • Return ticket must be included	
8	**Accommodation** Must be provided: • Hotel booking for the first month; • or Lease Agreement signed by both parties ; • or Certificate from university, declaring that they will provide place of accommodation.	
9	**University** • Letter of Acceptance by the university • Proof of payment of the tuition fee (either bank transfer receipt or certificate from university)	
10	**Proof of financial means – Salary certificate** Must be addressed to the Hungarian Embassy and signed by legal representative of the company and stamped. * Not older than 1 month from the date issue ***Name Position, Salary and date of joining must be included.** *Must be submitted by one or both parents (or oneself if applicable)	
11	**Proof of financial means – Bank statement** • Originally stamped and signed personal bank statements for all banks (current and savings) with salary income (minimum last 6 months) UpToDate (not older than 1 month from the date of submission). *Must be submitted by one or both parents (or oneself if applicable)	
12	**Proof of financial guarantee** • In case the applicant is not the sponsor of the stay in Hungary a letter of financial guarantee must by provided. • *Generally only one or both parents can be sponsors, in case parents are not legal guardians other family members are accepted	

NATIONAL VISA - EMPLOYMENT

13	**Birth certificate** • Applicant's birth certificate with English translation	
14	**Language skill** • Proof of linguistic knowledge (language certificate, diploma in English or certificate from university)	

REMARKS to be filled out VFS staff (please tick what is applicable):

- **Applicant travels**

  □ alone

  □ with family member/s

Family members can only apply after the approval of the study visa!

- **Applicant's documents are □ complete**

  □ NOT complete - applicant has been informed of option to withdraw application to avoid possible refusal but wishes to submit application.

Remarks:

……

……

……

……

……

SIGNATURES and AGREEMENT

a) for Visa Applicant:

I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE:

……. ……

CITY AND DATE **SIGNATURE OF THE APPLICANT**

b) for VFS staff:

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT)

……. ……

CITY AND DATE **SIGNATURE OF THE VFS STAFF.**