

## Access to the labour market, self employment - entitlements

As a full time student or a full time PhD student you won't need a work permit to start working in Poland. You have also the right to start business under the same conditions as Polish citizens. You can run a business, provided that you have got a temporary residence permit to study in Poland.



## notes



## RULE OF LAW INSTITUTE FOUNDATION

ul. Chopina 14/70, 20-023 Lublin  
www.panstwoprawa.org



# TEMPORARY RESIDENCE PERMIT FULL TIME STUDIES



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from National Programme of Asylum,  
Migration and Integration Fund and state budget

**Safe Harbour**

## List of documents required to be submitted for an application for temporary residence:

- 1 Application form completed in CAPITAL LETTERS
- 2 4 current photos 35x45 mm (like for the passport)
- 3 Valid travel document
- 4 Confirmation from university about undertaking or continuing studying
- 5 Health insurance
- 6 Confirmation of payment for application (340 PLN)
- 7 Documents proving legal residence (lease contract / registered residence / owner's permission to reside in the property)
- 8 Confirmation of payment for studies\*
- 9 Documents proving legal income sufficient to cover living expenses\* (documents issued in Polish)

\* If you receive a scholarship you won't need these documents

## Where can you get required documents?



- ➔ Dean's Office of your faculty
- ➔ Insurance Company or National Health Fund
- ➔ Confirmation of registered residence you can find in the City Office
- ➔ Bank statement  
Money has to be contained in a Polish account  
**or printout of credit card limit**  
Printouts from foreign accounts are also accepted

## How long does the procedure last?

The procedure may last up to 2 months, so if you want to go abroad and don't want to apply for a new visa to come back, apply for a temporary residence permit at least 3 months before the trip.

## Fee for the residence card

When you get a positive decision, you have to pay for the issuance of the residence card.

**The fee is 25 PLN.**

(if you show your student ID)

You have to wait for the residence card about 2 weeks.

## For how long the residence card can be valid?

First residence card ➔ up to 15 months

Next residence card ➔ up to 3 years

If you are expelled from the University students list, the University is obliged to inform the Governor's Office about this fact. Due to deprivation of your rights as a student the Governor, may cancel your temporary residence permit.