**The alien has concluded the traineeship performance agreement with the accepting subject (Article 46 Part 1 Point 3 of the Law on the Legal Status of Aliens)**

**** [**The determined form request to issue the temporary residence permit in the Republic of Lithuania**](http://www.migracija.lt/l.php?tmpl_into%5b0%5d=index&tmpl_name%5b0%5d=m_site_index178&tmpl_into%5b1%5d=middle&tmpl_id%5b1%5d=2052)**.** *The request is submitted via the Lithuanian Migration Information System (MIGRIS);*

** Valid travel document (passport);**

** The number of facilitation letter submitted by the accepting subject (*Lithuanian education and studies institution, company, institution or organization accepting the alien for the purposes of traineeship*) via the Lithuanian Migration Information System (**[**MIGRIS**](http://www.migracija.lt/)**)** (*indicated via ‘MIGRIS’ when filling-out the request regarding the temporary residence permit);*

**The facilitation letter affirms that:**

* ***The alien has sufficient funds for the duration of traineeship and for paying of the return travel expenses.***

** The *letter*\* of foreign country’s science and study institution affirming that the alien is studying in this country and after the completion of studies they will seek to achieve the qualification of higher education;**

 **or**

 **Higher education diploma affirming that the alien completed the studies in the foreign country;**

 **Traineeship performance agreement, wherein it is indicated:**

* ***The description of the traineeship program, including the educational purpose or education components;***
* ***Duration of the traineeship;***
* ***Place and supervision conditions of the traineeship;***
* ***Hours of traineeship;***
* ***Legal relations between the trainee and the accepting subject;***

** The consent of parents or one of the parents, guardian or other lawful representatives regarding the envisaged residence in the Republic of Lithuania\*, *if the alien is minor;***

**** **[Document affirming, that the alien has sufficient funds and/or receives regular income,](http://www.migracija.lt/l.php?tmpl_into[0]=index&tmpl_name[0]=m_site_index178&tmpl_into[1]=middle&tmpl_id[1]=1195)  (e.g., bank certificate regarding funds\*),** [**which is sufficient in order to live in the Republic of Lithuania**](http://www.migracija.lt/l.php?tmpl_into%5b0%5d=index&tmpl_name%5b0%5d=m_site_index178&tmpl_into%5b1%5d=middle&tmpl_id%5b1%5d=1195)**.** **The value of subsistence funds shall be 0.5 minimum wage per month. There must be enough funds for the whole requested temporary residence permit validity duration;**

** Document affirming that the alien has sufficient funds for the traineeship duration and to pay for the return travel expenses (for example, bank certificate\*), *if the facilitation letter of the accepting subject does not affirm that they have sufficient funds for the traineeship period and to pay for the return travel expenses;***

** *an undertaking (confirmation) by the foreigner when completing the application via MIGRIS* that he/she will declare his/her place of residence in an accommodation with a living area of at least 7 square metres for each adult person declaring his/her residence there;**

** Certificate(s) issued by the competent institution(s) of the foreign country (countries), wherein prior to arriving in the Republic of Lithuania the alien was living or is living for the last 2 years (save for those cases, when living in the foreign country lasted less than 6 months within 12 month period) affirming, that the alien was not sentenced in this (these) country (countries) (certificate confirming the absence of any criminal record), which must be issued *no sooner than 6 months before* the day of accepting the request to issue the temporary residence permit. If the alien was sentenced, the criminal record must indicate when and for which criminal activity they were sentenced, what sentence was awarded and whether it was served\*\*;**

**** **Health insurance, which guarantees the payment for emergency health care services expenses and expenses that may occur, due to the return of the alien to the foreign country for health-related reasons (transportation, including, the escort of personal health care specialist(s)) and the insurance must be valid for the whole duration of the alien’s stay or residence in the Republic of Lithuania\*.**

 **Health insurance is not needed, if compulsory health insurance installments are paid for the alien.**

 **The alien may submit the health insurance at their own choosing:**

* **By filling-out the request via ‘MIGRIS’;**
* **By arriving at the booked visitation time to the Migration Department in order to submit documents and biometric data.**

** *If another person paid the public fees for the alien*: the extended form of the payment order of the paid public fees, wherein the name(s), surname(s), personal identification number or date of birth of the alien, for whom the payment was made, is indicated.**

I have checked whether all of the necessary documents in regards to the issuing of the temporary residence permit were submitted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

 (Citizenship, name(s), surname(s) and date of birth of the alien)

and I have accepted/not-accepted them:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name of position)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name(s) and surname(s)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Notice. After arriving at the booked time at the Migration Department, the presence of the alien in Lithuania must be lawful.**

**\* Documents issued abroad must be translated in to Lithuanian and the translations must be affirmed by the person or institution having the right to testify the translation from one language to another. Bank certificate and document affirming the health insurance may be submitted written in original English language or the English language translation from another language may be submitted, which is affirmed by the person or institution having the right to testify the translation from one language to another.**

\*\* **Criminal record, wherein it is stated that the alien was not sentenced, may be submitted written in original English language or an English language translation from another language may be submitted, which is affirmed by the person or institution having the right to testify the translation from one language to another**.

 **Criminal record, which is not written in original English language, or which states when and for which criminal activity the alien was sentenced, the sentence awarded and whether it was served, must be translated to Lithuanian language and the translation must be affirmed by the person or institution having the right to testify the translation from one language to another.**

 **Criminal record must be legalized or certified (*Apostille*) in accordance to the Government determined procedure, save for the criminal record issued:**

* **In Ukraine, Russia, Estonia, Latvia or Moldova;**
* **By the diplomatic agency or consular institution of the foreign country residing in the Republic of Lithuania;**
* **By the diplomatic agency or consular institution of the foreign country residing abroad and accredited along with the other country for the Republic of Lithuania.**