



## AM LANGUAGE

### VISA APPLICATION GUIDELINES

**AM Language** offers students support in their application for an entry visa in Malta. Through an agreement made with the Maltese government students coming to Malta on an English language programme may apply for a visa of up to one year provided that all the supporting documentation is presented.

STUDENTS WHO DO NOT REQUIRE A VISA TO ENTER MALTA:

- Students who are citizens of the EU ( European Union) /EEA (European Economic Area) and/or have freedom of movement within the Schengen and/or Maltese citizenship, can visit Malta without a visa.
- To view all Nationalities that do not require an entry visa to visit Malta - [List of third countries whose nationals are exempted from holding a visa.](#)

STUDENTS WHO REQUIRE A VISA TO TRAVEL AND STUDY IN MALTA MAY OPT FOR A TYPE C OR TYPE D VISA.

Students who wish to visit a third country after visiting Malta and before returning to the country of their citizenship have to have a visa for that third country before they apply for their Maltese visa.

#### 1. TYPE C VISA: FOR STUDENT STAYS THAT DO NOT EXCEED 90 DAYS

The Type C visa is a short-stay Schengen visa that allows non-EU nationals to travel to and move freely within the Schengen Area for up to 90 days within a 180-day period

The Type C visa can be divided into:

##### i. Single-Entry

Students can visit Malta for short term studies and must remain in Malta and within the Schengen area for the duration of the 90-day period. In the event they leave Malta and/or the Schengen Zone before the lapse of 90 days, the Single-Entry Schengen Visa will expire.

##### ii. Double-Entry

Students can visit Malta for short term studies for a maximum period of 90 days and are able to exit the Schengen area and re-enter once.

##### iii. Multiple-Entry

Students may visit Malta for short term studies for a maximum period of 90 days within the 180 day period, and may exit and enter Malta or the Schengen area, multiple times without the requirement of a new visa each time.

#### 2. TYPE D VISA: FOR STUDENT STAYS THAT EXCEED 90 DAYS BUT NOT LONGER THAN ONE YEAR.

Students who wish to pursue an English language course for longer than 90 days, will apply for a long-stay visa which shall be valid for a year.



## WHERE TO APPLY FOR VISAS

- I. All foreigners who require a visa to enter Malta and who are currently residing in countries where there is an Embassy, High Commission or Consulate of Malta, should apply at any of these offices where applications are processed and visas may be issued or refused. <https://identita.gov.mt/central-visa-unit-visa-extended-service-branches/>
- II. If an applicant lives in a country / state where no Maltese Embassy / High Commission or Consulate exists, the applicant will find visa representation for Malta in either the Austrian or the Italian embassy that will represent Malta for this purpose.

**N.B: Once the visa appointment is arranged, it is imperative that the appointment letter is forwarded to the school. Failure to do so will result in visa refusal.**

**Should you need our assistance to apply for your visa please follow the procedure below:**

Students/ Agents will be able to schedule appointments with the VFS office and pay their visa fees directly.

Below please find the procedure on how to create an account:

- Go to <https://identita.gov.mt/central-visa-unit-visa-extended-service-branches/>
- Pick your country of residence.
- Click "Application link"
- Follow the instructions to create an account, activate it and proceed to book an appointment.
- Kindly ensure you select **Student Visa** from the list of categories
- Immediately send the Appointment letter you receive, to AM Language on [reservations@amlanguage.com](mailto:reservations@amlanguage.com). Failure to do so will result in refusal of the Visa.

**Submission of documents:** On the appointed date, the applicant presents himself/herself at the CAV office (Certification Authentication and Verification) with all the required documentation. The applicant **must take the Visa letter** (issued by the school) with them on the day of the appointment. Please note that in order to issue the visa letter, the school requires the accommodation address in Malta. **The applicant will need to make an additional service fee payment** to VFS as a service charge at the application centre. (payment might vary from one country to another)

**Verification of the application:** The CVA processes the application within a standard timeframe, which is usually approximately 6 to 8 weeks from the date of the appointment. During this period, the CVA assesses the applicant's eligibility, carries out the necessary checks and verifies the authenticity of the information provided.

**Passport collection:** After the processing of the application, the applicant returns to the CVA to collect his/her passport (after 6-8 weeks). When the visa is issued, it will be stamped in the applicant's passport and will indicate the specific travel permissions granted, such as the duration of stay and the conditions of the extended visit.



## Japanese and Korean Students

When it comes to Japanese and Korean students under Extended Service, schools must send an email beforehand to:

[studentvisa.identita@gov.mt](mailto:studentvisa.identita@gov.mt)

to confirm whether the visa application has been granted or refused before the student shows up for the visa sticker.

### List of documents required:

1. **Application Form: It must be filled and signed.**
2. **Passport and Full Passport Copy ( with a validity of minimum 8 months)**
3. **Passport photo according to ICAO Standards**
4. **Invitation letter/ Visa letter:** Invitation letter provided by the school stating the name of student, details of course, duration of course, hours per week, proof of payment (receipt or invoice no )  
(Deposit is enough and it can be stated on the invitation letter).
5. **Bank Statement:** Bank statement must be of the past 3 months showing all transactions.
  - Colombian nationals must provide us with a **recent** bank certificate & latest issued bank statement of the past 3 months.
  - Korean & Japanese nationals can provide us with a bank certificate only.
  - If the student has a **sponsor**, we require the following documents: bank statement of sponsor for the last three months, signed sponsorship letter & copy of sponsors passport bio page, bank card must be from the same bank statement submitted.
    - \* **28 Euros per day if the student has his own accommodation**
    - \* **18 Euros per day if the accommodation is provided by the school**
6. **Medical and Travel insurance:** The students must provide us with a travel insurance certificate that **is valid from first entry in the Schengen area until exit from Schengen.**
  - Insurance Coverage must be in all Schengen countries with a minimum medical expenses of 30,000 Euro, covering a minimum of 120 consecutive days , must be valid for study purpose and must be in English
7. **Flight tickets:** Full flight ticket itinerary must be provided indicating the name of the student and the dates of entry/departure.
  - Two weeks max prior to the course commencement date.
  - Return flight tickets must be out of the Schengen area and must not exceed **7 days** after end of course date as indicated on the invitation letter provided by the school.
  - **If the course is longer than 6 months, return flight tickets are not requested.**
  - Dated 6 – 8 weeks from date of submission of application.
  - **We strongly encourage students to purchase insurance that allows them to obtain a refund for flight tickets in the event of a visa refusal.**



- 8. Proof of accommodation:** Must indicate the name and surname of student, address and duration (minimum of 14 nights from arrival in Malta)

If provided by the school, the school must provide a letter stating name, surname, passport number, address, duration of accommodation and amount paid

- **School Accommodation**

The following points do not apply to schools which offer students own accommodation. Reference to such should be included in the school's invitation letter stating that the student will be provided with school accommodation. It is important to have the school's accommodation address and the dates highlighting the duration of use of school accommodation by the student.

- **Student Booking Own Accommodation :**

Lease agreement must indicate the name and surname of student, address and duration (minimum of 14 nights from arrival in Malta)

Lease agreement must be signed by both parties (Lessor and Lessee) and **approval from the Malta Housing Authority needs to be provided.**

- **Student Offered Free Accommodation by an Acquaintance:**

Declaration of proof (invitation by acquaintance offering accommodation) must be stamped and signed by a lawyer or notary & proof of residence (acquaintance) must be provided. ex. Electricity bill.

- **Host Family Accommodation**

MTA license must be valid and signed by the Malta Tourism Authority. A Rental Declaration Form should be provided with the MTA license.

- **Hotel Accommodation**

Accommodation booking confirmations from platforms such as Airbnb and Booking.com are accepted.

**In case of minors**, we require the following documents: Birth certificate (Original & Translated), Consent letter signed by both parents (Original & Translated) and a copy of both parent's passport Bio page.

**Fees to be settled by credit / visa card:**

Standard fees:

- 0 – 6 years : Free
- 6 – 12 years : €50
- 12 years onwards: €100

Extended fees

- 0 – 6 years: Free
- 6 - 12 years : €50
- 12 years onwards: €150



### **Courier Services:**

Applicants may choose to opt for the courier service, and send their passport via postal service, at an additional fee.

The courier service is currently available in the following countries:

1. Argentina
2. Brazil
3. Canada
4. Chile
5. Colombia
6. Japan
7. USA
8. Venezuela

### **Procedure (must be carried out by the applicant):**

- Please ensure that you have received the confirmed VFS appointment letter and the visa payment confirmation.
- Ensure that your documents are in order before starting the process. Keep your appointment letter (with visa payment fee confirmation) ready along with scanned copies of your application form and supporting documents.
- Applicants from Brazil - Email all the documentation to [infomalta.sp@vfsglobal.com](mailto:infomalta.sp@vfsglobal.com) and mention the Visa type in the subject line. With reference to all other countries, kindly click on the instruction links below.
- Once the documents are received by the VFS application centre officers; you will be asked to pay €150 service fee and a two-way mandatory courier fee (in local currency) to the VFS Bank account.
- Once the payment confirmation has been received, the VFS officer will begin the vetting process and guide you through the application submission process until your application is complete and accurate.
- Your application will then be submitted to the Central Visa Unit, at Identità for further processing.
- The process will take around 8 weeks after the applicant submits a complete and accurate application.

### **IMPORTANT NOTES:**

- **No rescheduling or cancellation of appointments is permitted.** Visa fee once paid is not refundable.
- Once the appointment has been arranged, the official appointment letter must be forwarded to the school without delay. Failure to do so may result in visa refusal.
- Refunds will only be considered where all required procedures have been strictly adhered to by the agent.
- **Short-term student (less than 90 days):**

Countries requiring a pre-arrival study visa

Students can book and pay for their course for less than 90 days and follow the current visa application procedure outlined by their country.



Countries with 90-day visa exemption

Students can book and pay for their course for less than 90 days and enter Malta as a student with a simple booking confirmation and school letter.

**Note:** The normal student visa extension process applies if the student decides to extend their studies in Malta

- When entering with a long-term student visa, the 90-day visa exemption remains unused, allowing students to use those days as holidays after their student visa period ends. To use the 90-day visa exemption the student must leave the Schengen area upon visa expiry and re-enter.
- In some cases, an additional interview will be required, which will always be online.
- **AM Language does not charge any admin Visa applications fees if a student is accepted. In the event that a visa application is refused by the CVA, AM Language will charge an admin fee of 120.00 Euro**

### Extensions of stay

a. In all cases where the course exceeds 90 days, the further authorisation to stay in Malta shall be extended by a national D-visa for a maximum period of 365 days counting from the initial date of entry into the Schengen area.

b. Students who would require a further authorisation to stay in Malta are required to contact the CVU not before 40 days, and by not later than 21 days, before the expiry of their visa, and present all the required documents including proof of satisfactory performance and attendance.

c. If the duration of the course exceeds 365 days and the student would have already exhausted the validity of the national visa, or his/her stay in the Schengen area already exceeded 365 days, the student must apply for a residence permit in order to extend his/ her stay in Malta. Applicants will be required to contact the DCEA not before 30 days and by not later than 21 days before the expiry of his/her visa and present all the required documents including proof of satisfactory performance and attendance.

e. To maintain eligibility to hold a student visa, all students are required to attend lessons regularly unless there are genuine reasons for absences as well as to make satisfactory progress. A minimum of 75% attendance is required. The Central Visa Unit-Identity Malta- Immigration Police can revoke visa of students who do not attend classes or make satisfactory progress. It is the students' responsibility to comply with the requirements to hold a student visa, and it is extremely important, as it may affect any future visa applications and studies in Malta. For instances of sickness/being unable to come to classes, students must inform School and provide the necessary certification. If there is another reason for absence (eg for travel or other reasons) approval must be sought from the School and the School must be kept informed at all times.

### Employment

Students who do not qualify under the provisions of Subsidiary Legislation 217.09, and are following courses which exceed 90 days, may take up employment in Malta. Access to employment may be granted subject to conditions imposed by Jobsplus, including those sectors where these students would be allowed to work. Students will only be allowed to work a maximum of 20 hours per week after their first three months of study in Malta. These provisions are subject to change from time to time according to the discretion of the Ministry responsible for Jobsplus.



Students (Studying English/MQF 1-4)
<i>English students with a course duration of more than 90 days and in possession of a TYPE D visa</i>
<ul style="list-style-type: none"><li>- Can work for a maximum of 20 hours per week</li></ul>
<ul style="list-style-type: none"><li>- Can work after 12 weeks of studies <u>but may apply for EL before this period.</u></li></ul>
<ul style="list-style-type: none"><li>- Applications are subject to Labour Market Tests</li></ul>
<ul style="list-style-type: none"><li>- It is not possible for an individual to work on a full time or reduced hours basis, nor can they have more than one job at any given time.</li></ul>
<ul style="list-style-type: none"><li>- Evidence of Payment of Processing Fee (€150 to be paid on application and €80 to be paid on issue of Licence)</li></ul>