



**REPUBLIC OF CYPRUS
MINISTRY OF INTERIOR**

**CIVIL REGISTRY AND
MIGRATION DEPARTMENT
NICOSIA 1457**

ANNOUNCEMENT
STUDENTS, PUPIL EXCHANGE, UNREMUNERATED TRAINING,
VOLUNTARY SERVICE, RESEARCHERS

The Civil Registry and Migration Department (CRMD) announces that **on Monday, 8.2.2016**, article 18ΦΖ(7) of the Aliens and Immigration Law (Cap.105) as well as article 4 of the Aliens and Immigration (Amending) (No.2) Law [N129(I)/2014, O.G. Annex.I(I) No. 4456] are set into force, **for the following categories of third country nationals (amongst others):**

- a) **who reside or who will enter the Republic for the purpose of studies,**
- b) **who reside or who will enter the Republic for purposes of pupil exchange,**
- c) **who reside or who will enter the Republic for purposes of unremunerated training,**
- d) **who reside or who will enter the Republic for purposes of voluntary service and**
- e) **who reside or who will enter the Republic for purposes of scientific research as well as for their family members.**

[Κ.Δ.Π. 22/2016, Ε.Ε. Παρ.ΙΙΙ(Ι), Αρ.4922, 29.1.2016, Αρ.22]

In view of the enforcement of the above legislation, the Civil Registry and Migration Department has reviewed the procedure for the issuance of residence permits for the above mentioned categories:

A. SUBMISSION OF APPLICATIONS

A.1 At present, the existing application forms will continue to be used (M.58 for entry permit and M.61 for temporary residence). All applications must be accompanied, at their submission, by all other necessary documents applicable for each case.

A.2 Applications will be submitted for the following cases, depending on the category of residence:

- 1 Issue of Entry Permit
- 2 Issue of a Temporary Residence Permit and Registration
- 3 Issue of a Temporary Residence Permit
- 4 Renewal of a Temporary Residence Permit
- 5 Renewal of a Temporary Residence Permit due to Change of Institution

A.3 In cases where the application is submitted for the acquisition of a residence permit, the presence of the third country national is necessary, in order to receive his/ her biometric features (fingerprints and photograph) as well as his/ her signature (see par. C).

B. FEES

B.1 For the submission of the above applications, regarding any of the above cases, the fees foreseen in the relevant Legislation must be paid.

C. RECEIVING BIOMETRIC FEATURES

C.1 According to article 18ΦZ(7) of the Aliens and Immigration Law (Cap.105), the temporary residence permits that will be issued to third country nationals of the above categories will be of a uniform format (card) and must include the biometric features of their holder (fingerprints and photograph) as well as his/her signature. Fingerprints and signature are not captured for persons who have not completed the age of six (6) years, at the time of submission of the application.

C.2 In view of this, when submitting an application for a residence permit, the physical presence of the third country national is required, in order to receive his/her biometric features (fingerprints and photograph) and his/her signature. If the application is submitted for an entry permit, after the granting of the entry permit and the arrival of the third country national in the Republic, he/she must register at the Application Submission Points (these remain the same depending on the category of residence) and provide his/her biometric features and signature.

C.3 The captured fingerprints cannot be used for any purpose other than the issuance of the residence permit and its review for person identification purposes by the Cypriot or other foreign authorities, authorised by the Director thereof. The captured fingerprints are deleted from the Aliens' Register 48 hours after the issuance of the residence permit.

D. ISSUANCE AND RECEPTION OF RESIDENCE PERMIT

D.1 In case of approval of the application and issue of a residence permit, the Terms of Residence Permit Sheet will be sent to the third country national, with which he/she must receive his/her residence permit from the place where the application was submitted. The Sheet is sent to the last registered address of the third country national.

D.2. It is noted that no permit shall be delivered to a person other than the applicant or his/her duly authorised representative.

E. TRANSITIONAL PROVISIONS – ARTICLE 4 [N129(I)/2014]:

E.1 A third country national who has submitted an application for obtaining or renewing a residence permit, **the examination of which will still be pending on the 8.2.2016, must, within 60 days, submit an Additional Application (form M+EDU).**

E.2 At the submission of the Additional Application, **an additional fee of ten euros (€10,00) must be paid**, for obtaining the necessary uniform format residence permit (card).

E.3 Furthermore, during the submission of the Additional Application, **the third country national must be present, in order to capture his/her biometric features as well as his/her signature.**

E.4 In case of noncompliance with the above obligations, the pending application will be rejected, according to the aforementioned article of the legislation.

E.5 In view of this, a third country national that has submitted an application for obtaining or renewing a residence permit, the examination of which will be pending on 8.2.2016, must, before 8.4.2016, submit the abovementioned Additional Application and must pay the additional ten euro (€10,00) fee. Otherwise, the pending application will be rejected.

E.6 It is provided that the residence permits already issued under the existing legislation are valid until their expiry.

2 FEBRUARY 2016

**File No.: 13.25.002.03.01/18E,
13.25.002.03.03/2**

