

## REGISTRATION OF RESIDENCE

According to the Croatian legislation, all foreign nationals (EU and non-EU) studying in Croatia must regulate their residence during their stay.

There are 2 types of residence registration:

- **up to 90 days permit (short-term)**
- **more than 90 days (temporary residence)**

### Address registration

Upon arrival, non EU-students must report their short-term stay in Croatia to the Central Police Station (Forenges office) . This report should be submitted within 48 hours (72 during the weekend) upon entering Croatia.

### Police station Vukovar

Ul. Stjepana Radića 64, 32000, Vukovar

Location: <https://goo.gl/maps/FzF983jC9UM2>

[Registration of temporary residence for EEA nationals](#)

[Registration of temporary residence for third-country nationals](#)

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### Temporary Stay Permit (TPS)

If your nationality does not require visa to enter Croatia you have to obtain a temporary stay permit once you are in Croatia. You have to submit your temporary residence application to the police administration / police station according to the intended place of residence.

For nationals that do require visa to enter Croatia you will need to apply for your Temporary Stay Permit before coming to Croatia. You have to submit your temporary residence application to a diplomatic mission / consular post of Croatia. Exceptionally, you can submit the application to the police administration / police station according to the intended place of residence if:

- you are coming for the purposes of regular undergraduate, graduate or postgraduate studies
- you are coming for the purposes of scientific research based on visiting contract
- you are covered by Article 76, paragraph 1, items 12, 13, 14 and 15 of the Aliens Act.

These are aliens working as a part of youth mobility programmes run by the Republic of Croatia in cooperation with other states, scientific research and aliens employed for scientific, scientific-teaching or other research work places in scientific legal persons, university professors, native speakers of foreign languages, foreign-language instructors and other lecturers invited by Croatian universities or registered foreign language schools, aliens working pursuant to an international treaty, other than the treaty referred to in Article 79, paragraph 1, item 2 of the same Act.

Students will obtain Temporary Stay Permit at the Ministry of Interior.

**In order to obtain TSP you must have following documents:**

- TSP application form – download
- A photo 30 X 45 mm
- A copy of passport
- A proof of valid health insurance (European Health Insurance Card (EHIC) or other health insurance valid in the EU travel insurance)
- evidence of sufficient means of subsistence – for a student who receives any kind of support (including Erasmus) a proof that confirms that student is entitled to support and the exact amount of support or bank statement which proves that student has enough funds to cover her / his stay
- evidence of the reason for temporary stay – Letter of Acceptance or Mobility Agreement
- Certificate of impunity - non-criminal record (issued by hometown court or police stating that a person did not commit crime on English or It needs to be translated into Croatian and certified by a public notary).

**COST OF THE PERMIT (ADMINISTRATIVE FEE)**

EU citizens do not have to pay the administration fee.

Non-EU citizens need to pay, depending on the mobility programme, up to 70 EUR.

- (approximately 3 EUR) for stamp
- (approximately 32 EUR) for all students to make the residence card
- (approximately 70 EUR) for non-EU residents

Prices are tentative and can be changed by the competent authority that issues permits, so check the prices directly at the institution.

## **MOBILITY PERIOD LONGER THAN 90 DAYS**

### **EU / SWISS CITIZENS**

EU citizens who plan to study in Croatia for more than 90 days are obliged to apply for the permission of the temporary stay for the purpose of studies (dozvola boravka).

**MOBILITY PERIOD SHORTER THAN 90 DAYS** EU citizens are not obliged to apply for the permission for temporary stay or to register their address if they are staying in Croatia shorter than 90 days.

### **NON-EU CITIZENS**

**MOBILITY PERIOD LONGER THAN 90 DAYS** Non-EU citizens staying in Croatia for more than 90 days are obliged to apply for the permission of the temporary stay for the purpose of studies (dozvola boravka) within 48 hours after their arrival.

Within 30 days of receiving the notification that their temporary stay has been granted, foreigners have to report their residence to the police administration / station. Failing to do so within given time, the temporary stay permission / work and residence permit become invalid.

### **MOBILITY PERIOD SHORTER THAN 90 DAYS**

Upon your arrival in Croatia and if you are staying in private accommodation (rented apartment or similar), you need to register your address within 48 hours. For the students who are staying at hotels or student halls of residence the address is automatically registered.

For more detailed information on the stay of aliens, visit the website of the Ministry of the Interior:

<http://stari.mup.hr/main.aspx?id=120027#Stay%20of%20aliens>

[www.mup.hr](http://www.mup.hr)

***All the students accepted for an exchange at VEVU will be given Acceptance letter needed for the regulation of their temporary residence permit!***

These instructions are for information purposes only, as the information within the institution is subject to change and should be checked on the official website of these institutions.