



# APPLICATION FOR RESIDENCE DOCUMENTATION STUDY

FOR  
OFFICIAL  
USE

Bar Code

Application No

Person Registration No

This application is being submitted on the basis of the provisions of  
Free Movement of EU nationals and their Family Members Order (LN191 of 2007) and/or  
Immigration Regulations (LN 205 of 2004)

EU National  EEA National  Swiss National

## 1. Applicant Personal Details

New Application

Renewal

Current Permit No.  
\_\_\_\_\_

Received by:

Vetted by:

Permit Decision:

Approved

Validity: \_\_\_\_\_

Temporary

Validity: \_\_\_\_\_

Refused

Validity: \_\_\_\_\_

Conditions:

Card Permit No.

Surname: Required

Former Surname (if applicable):

Forename (s): Required

Current Nationality: Required

Nationality at birth (if different):

Country of Birth: Required

Place of Birth: Required

Marital Status:  Single  Married  Separated  Divorced  Widow/er Required

Sex:  Male  Female

Date of Birth (DD/MM/YYYY): Required

Travel Document Type:  Passport  Foreign ID  Other (specify): \_\_\_\_\_

Travel Document No:

Country of Issue: Required

Date of Issue (DD/MM/YYYY):

Valid Until (DD/MM/YYYY): Required

Address in Malta:

Property No: Required

Property Name: Required

Street: Required

Locality: Required

Telephone: Required

Mobile: Required

E-mail: Required

Permanent Address Abroad:

Door: Required

Street: Required

Locality: Required

Country: Required

Telephone: Required

Date of First Settlement in Malta (DD/MM/YYYY): Required

Intended Duration of Stay in Malta: Required

Country of Residence prior to Settlement in Malta: Required

Intended Country of next Settlement: Required

## 2. Educational Establishment Details

Name of Educational Establishment: Malta Leadership Institute

Contact Persons: Jesmond Friggieri

Address :

Door: Valley Towers, Suite 9

Street: Valley Road

Locality: Birkirkara

Post Code: BRK 9022

E-mail: info@maltaleadershipinstitute.com

Telephone: 27422299

Mobile:

Institution Licence No: 2018-005

Course Title: Enter the course that you are applying for here

Required

Duration of Course: From \_\_\_\_\_ to \_\_\_\_\_

## 3. Declaration

I hereby solemnly declare that the information given in this application is true to the best of my knowledge and belief and that no details have been omitted that could be of direct importance when the application is considered.

Required

\_\_\_\_\_  
Signature of Applicant

Required

\_\_\_\_\_  
Date

#### 4. Data Protection

All personal details are processed in a confidential manner and in accordance with the Data Protection Act, Chapter 440 of the Laws of Malta. The Data Controller is the Director for Citizenship and Expatriate Affairs.

Information furnished in this application form together with any biometric data that is required to be collected and any other subsequent information which may be provided by you at a later stage, are mandatory for processing the application for the purposes of issuing a Residence document. Such data as well as data concerning any decision taken on your application may be accessed by the Department for Citizenship and Expatriate Affairs, the Immigration Authorities, Police Authorities, the Ministry of Foreign Affairs and any other government department and/or public organisation that may be involved in the process of evaluating your application form, in line with Maltese law. This information may also be disclosed to other competent authorities in other EU member states if required, in line with Maltese legislation and applicable EU legislation

In the course of evaluating your application, the Department for Citizenship and Expatriate Affairs may also enquire information about you from other government departments, authorities or other organisations which may need to be taken in consideration to process your application form.

All details supplied by you (the applicant) are registered in a database regarding the processing of residence documents .

You have the right under the Data Protection Act to enquire about information that is being processed about you, and to request rectification of inaccurate data and the blocking or deletion of such personal data that has not been processed in accordance with the Act The national supervisory authority of Malta, the Office of the Information and Data Protection Commissioner [idpc.info@gov.mt] will hear claims concerning the protection of personal data.

Such requests to access personal data held by the Department are to be made in writing and have to be addressed to:

The Data Protection Officer  
Department for Citizenship and Expatriate Affairs  
3 Castille Place  
Valletta

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*Signature of Applicant*

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*Date*

#### 5. Supporting Documents

- Original and copy of passport / Foreign ID card (Bio data page only)
- Original and copy of letter of acceptance from the educational establishment
- Original and copy of a comprehensive health insurance
- Original and copy of declaration of proof of sufficient financial means of subsistence (written declaration or otherwise that s/he has sufficient resources not to become a burden on the social system in Malta )

**NOTE:**

***Original documents will be returned to the applicant; Copies will be retained by the Department.***

***The Department reserves the right to request any other additional document to process the application.***

## 6. Notes to Applicants

- EU and EEA and their family members who have been residing in Malta for more than 3 months should apply immediately for a registration certificate/residence card. This documentation is issued pursuant to the provisions of Directive 2004/38/EC as implemented in Maltese legislation by means of Legal Notice 191 of 2007. For this purpose they are required to submit an application for residence documentation.
- Swiss nationals and their family members, who have been residing in Malta for more than 3 months, should apply immediately for a residence permit. For this purpose they are also required to submit an application for residence documentation.
- EU/EEA/Swiss nationals and their family members are required to fill in the appropriate form depending on the basis of residence in Malta:

Employment and Self-employment	CEA form A
Economic Self-sufficiency	CEA form J
Study	CEA form M
Family Members	CEA form F

Further information regarding the issue of residence documents to EU and EEA nationals is available on information leaflet CEA L7

- All required documents should be enclosed with an application. English translation of documents are required, if applicable. All photocopies are to be provided by the applicant.
- Applications in respect of minors, that is, persons who are still under 18 years of age, are to be submitted and signed by the parent/s or a person who has guardianship of the child. The relative documentation attesting the said authority over the child would have to be submitted.
- Persons concerned are being reminded that, without prejudice to any legal action that may be taken against them if false information is deliberately given, this would lead to the rejection of the application.
- Application fee, if applicable, is to be paid in full upon application and is not refundable.