

Documents required for temporary residence in BiH to foreign citizens (when applying for the first time)

1. Request for issuance of approval/extension of temporary residence in BiH (the form may be obtained at the Service for Foreigner's Affairs - Banja Luka Field Office).
2. Administrative fee for approval/extension of temporary residence in the amount of 150 BAM.
3. Recent photograph, 35x45 mm format (two photographs for the first temporary stay, one photograph for the extension of the temporary stay), made on **white, glossy, thin photo paper**.
4. Certified photocopy of passport whose validity period is at least three months longer than the period for which the temporary residence permit is required (page with general information, last entry in BiH).
5. Photocopy of the foreigner's residence application form (only when submitting an application for temporary residence permit).
6. Evidence that the foreigner is enrolled in a higher education institution for the current academic year (original and photocopy)
7. Evidence of means for subsistence for the current academic year in the amount of 400.00 BAM per month or a written statement of a citizen of BiH, a foreign citizen with approved temporary or permanent residence in BiH confirming support during the intended stay with evidence of permanent income or other source of funding.
8. Medical certificate from which it is evident that the foreigner does not suffer from a disease that poses a threat to public health in BiH (original or a certified copy) which cannot be older than 90 days. Authorized health institutions for performing medical examinations in the municipality of Banja Luka are: Institute of Occupational and Sports Medicine, Health Center, Euromedik, Deamedika, Intermedik, and in the region, the Health Center and other health institutions that can perform the required examinations.
9. Confirmation that no criminal proceedings have been conducted against the foreigner and confirmation that the foreigner has not been convicted of a criminal offense issued by the competent authority of the state where the foreigner has his usual residence (original or a certified copy), which may not be older than 6 months.

10. Evidence of secured accommodation in BiH (evidence of ownership of real estate (house or apartment), or a lease agreement for the house or apartment, certified by the competent administrative body, statement of the landlord with whom the foreigner has secured accommodation giving consent to the use of the housing with proof of ownership of housing, certified by the administrative body).
11. Evidence of secured health insurance in BiH (health insurance policy, photocopy of health booklet, proof of registration with the Health Fund, evidence of paid individual or collective travel health insurance).

Note: The confirmation of no criminal proceedings or criminal offense (item 9) is the only item that the foreigner needs to bring from their native country.

All foreign documents must be translated into one of the official languages in BiH.

ADMINISTRATIVE FEE FOR ISSUING A TEMPORARY RESIDENCE PERMIT -
AMOUNT OF TAX - 150 BAM

JRT TREZOR BIH - GIRO ACCOUNT: 3380002210018390 - AT UNIKREDIT BANKA
d.d. MOSTAR

JRT TREZOR BIH - GIRO ACCOUNT: 5556000031201417 -CODE NOVA BANKA
BANJA LUKA

JRT TREZOR BIH - GIRO ACCOUNT: 5517902220404858 -CODE UNIKREDIT BANKA
d.d. BANJA LUKA

JRT TREZOR BIH - GIRO ACCOUNT: 5620128137723339 -CODE NLB BANKA a.d.
BANJA LUKA

PURPOSE OF REMITTANCE - TAX FOR APPROVAL/EXTENSION OF TEMPORARY
STAY IN FAVOUR OF RECIPIENTS - JRT TREZOR BIH TAXES TYPE OF INCOME-
722191 BUDGET ORGANIZATION: 0923999

NUMBER OF THE TAXPAYER - FOR CITIZENS OF BIH AND FOREIGN CITIZENS
WITH APPROVED PERMANENT RESIDENCE - ENTER REGISTRATION NUMBER
FOR FOREIGNERS WHO DO NOT HAVE A JMB - 0000000000000.

FOR LEGAL ENTITY - JIB - UNIQUE IDENTIFICATION NUMBER

IMPORTANT NOTES from the Law on Foreigners ("Official Gazette of BiH", No. 88/15)
Article 55 Temporary residence on the basis of regular higher education may be granted to an
foreigner who, in addition to the conditions referred to in Article 49 (General conditions for
granting temporary residence) of this Law, also meets the following conditions:

that he or she is enrolled in a higher education institution in BiH, or
that he or she is arriving within the framework of student exchange, ie. youth
mobility.

Temporary residence on the basis of regular higher education is granted for a period of up to
one year and may be extended under the same conditions under which the residence was
granted.

After the expiration of the period prescribed for the duration of regular higher education, the
temporary stay on this basis may be extended for a maximum of two years, with the
submission of evidence of renewal of the year.

**FOREIGN CITIZENS ARE OBLIGED TO SUBMIT ALL NECESSARY
DOCUMENTATION WHEN SUBMITTING A REQUEST FOR
APPROVAL/EXTENSION OF TEMPORARY RESIDENCE AND DEADLINES FOR
SUBMISSION OF REQUESTS FOR:**

1. Temporary residence permit:

Article 82, paragraph 4 of the Law: The application for the approval of the first temporary
stay shall be submitted no later than 15 days before the expiration of the validity of the long-
stay visa (Visa D), ie. visa-free stay.

2. Extension of stay:

Article 33, paragraph 3 of the Rulebook: Temporary residence on the basis of higher education is approved for the period of the academic year with an additional 30 days, but not longer than one year in total.

Article 82, paragraph 5 of the Law: The request for extension of temporary residence is submitted in BiH to the competent organizational unit of the Service directly, and outside BiH through the diplomatic and consular missions in BiH. The application is submitted no earlier than 60 days, and no later than 15 days before the expiration of the period of approved stay.

For more information, the foreigner can use the website of the Service for Foreigners' Affairs at: www.sps.gov.ba.