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| **NATIONAL VISA D****INTERNSHIP** |
|  | **List of required documents** | Yes | No |
| 1 |  A carefully and legibly completed and signed application for a national visa. |  |  |
| 2 |  Passport that meets the requirements. |  |  |
| 3 |  1 recent biometric photo. |  |  |
| 4 |  Health insurance coverage for the amount of min. €30,000 covering the entire period of the planned stay. |  |  |
|  5 |  An agreement concluded in writing with the internship organizer on the basis of which the internship will take place. This agreement specifies:1. A description of the internship programme, including information on its educational objective or components, theoretical and practical training, the position at which the internship will take place, the language in which the internship will take place, the level of language proficiency necessary to carry out the internship, the scope and type of tasks performed, the scope of knowledge, practical skills and professional experience to be acquired as a result of the internship.
2. Duration of the internship.
3. Conditions for completing and supervising the internship, including the location of the internship and the appointment of the intern's supervisor.
4. Internship hours.
5. The rights and obligations of the parties regarding (covering the costs of internship, necessary medical examinations, accident insurance, days off and termination conditions).
6. A way of confirming the acquired knowledge, practical skills and professional experience.
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|  6 | A written statement of the internship organizer, in which he undertakes to incur the costs related to the issuance and execution of the decision on the obligation of the foreigner to return. |  |  |
| 7 | A document confirming that he/she has a place of residence in the territory of the Republic of Poland. |  |  |
| 8 | Confirmation of sufficient funds to cover:1. The cost of the return journey to the country of origin or residence or the cost of transit to the third country which will grant the entry permit, i.e.:* 1. PLN 200 if he came from a country neighbouring the Republic of Poland
	2. PLN 500 if it came from a European Union member state not neighbouring the Republic of Poland or from a member state of the European Free Trade Association (EFTA)

- parties to the Agreement on the European Economic Area or with the Swiss Confederation* 1. 2500 zlotys if he came from a country other than the above-mentioned

Costs of residence - determined on the basis of documents confirming one of the titles to a dwelling in Poland:1. lease agreements - monthly rent and service charges;
2. lending agreements - monthly fee and service charges;
3. ownership rights to the premises or real estate - taxes or fees for owning real estate and service charges;
4. accommodation in a hotel (motel) - fee per day of accommodation;
5. accommodation in a student dormitory - monthly fee determined by the administrator/administrator and a deposit if necessary
6. Maintenance costs – i.e. documented financial resources remaining after deducting the costs listed in points 1 and 2. They must be higher than:
	1. PLN 701 per month for a person running a household alone
	2. PLN 528 per month (for each family member) for a person in the family,

i.e. higher than the amount of income entitling to cash benefits from social assistance specified in the Act of 12 March 2004 on social assistance in relation to a foreigner and each dependent family member.Legal basis:Regulation of the Minister of Internal Affairs and Administration of 17 April 2019 on the amount of financial resources to be held by a foreigner completing an internship in the territory of the Republic of Poland (Journal of Laws of 2019, item 777). The Act on Foreigners of 12 December 2013 (Journal of Laws of 2013, item 1650, as amended) - Chapter 7a. Temporary residence permit for a trainee - Article 157a(3)-(5)  |  |  |
| 9 | A document confirming the completion of higher education within 2 years immediately preceding the submission of the application or a document confirming higher education outside the European Union. |  |  |
| 10 | Certificate of no criminal record. |  |  |
| 11 | Copies of the first page of the passport and Polish visas or visas of other Schengen countries issued within the last 3 years. |  |  |
| 12 | Confirmation of knowledge of a Polish or foreign language at the level required to complete the internship. |  |  |
| 13 | Visa application fee (non-refundable even if refused). |  |  |

**REMARK:**

The required documents should be up-to-date (not older than 3 months). The original document and a copy of it must be submitted.

The consul may request the submission of additional documents.

I am aware that failure to submit one or more of the documents listed above may result in a negative decision.