

**Documents required for a temporary residence permit:  
Graduate looking for work or planning to establish an economic activity**

1. Completed temporary residence permit application ([download](#))
2. Extra copy of a completed application
3. 4 passport photos (biometric)
4. Passport copy (only including visa pages, stamps, and other remarks)
5. Extra copy of the passport's bio-data page
6. 340 PLN fee payment confirmation
  - Bank transfer recipient: Wydział Podatków i Opłat UMK, PKO Bank Polski S.A.
  - Bank account number: 49 1020 2892 2276 3005 0000 0000
  - Transfer title: zezwolenie na pobyt czasowy, *first and last name of the applicant*

**The above documents are required for the application to be allowed for registration.**

7. Proof of an accommodation
  - Property rental agreement **or**
  - a proof of property ownership **or**
  - a written statement from the property owner or an individual authorised to manage the property stating that the applicant can hold possession of said real estate, along with a document proving ownership/authorisation to control the property (original document with an extra copy).
8. Proof of a health insurance, e.g.
  - proof of private health insurance which covers costs of hospitalization in Poland. Foreign insurance policies need to be submitted along with a sworn translation into Polish;
  - NFZ contract along with the previous month's ZUS fee payment confirmation.
  - proof of being declared at ZUS as a family member (ZUA PZUA).
9. Polish university graduation diploma (bring a copy and an original for inspection).

**10. Proof of having funds for the duration of the stay**

You need to submit documents confirming possession of financial means sufficient for covering the costs of living and return. The document should not be dated more than 1 month from the date of submitting the application.

- ❖ **If the livelihood is based on personal savings**, submit a bank statement exhibiting the balance
  - You need to have at least 776 PLN for each month of stay. This permit can be granted for 9 months and **776 PLN x 9 = 6984 PLN**;
  - Also you need to have on your bank account funds for covering return to origin country:
    - 200 PLN for countries bordering Poland,
    - 500 PLN for EU countries not bordering Poland,
    - 2500 PLN for other countries.
- ❖ **If you are financially supported by a family member or a partner**, submit a written declaration from this person, that he/she supports you financially during your stay in Poland.  
This declaration must list the total of people he or she is supporting, as well as a document exhibiting his or her salary (employment contract).

**Important note about the right for performance of work**

*Graduates of full-time studies on Polish universities is exempt from the obligation to obtain the work permit.*

**HOW TO APPLY:**

1. Prepare all required documents and the application. **IN THE APPLICATION FORM IN SECTION C.I. CHOOSE POINT 16.**
3. Reserve a date to submit the application along with documents: <https://infoopt.pl/umow-sie-na-wizyte-2/>
4. Submit the application along with the required documents on the appointed date.

**INFOLINIA/INFORMACJA**

**W SPRAWACH LEGALIZACJI POBYTU I PRACY OBYWATELI PAŃSTW TRZECICH:**

tel.: 12 2102020, e-mail: [info.opt@muw.pl](mailto:info.opt@muw.pl) Więcej informacji: [www.infoopt.pl](http://www.infoopt.pl)

Kraków, ul. Przy Rondzie 6

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**UNIA EUROPEJSKA  
FUNDUSZ AZYLU,  
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Bezpieczna przystań