

### Residence permit for purpose of employment

1. Client sends the filled questionnaire and a scan of passport
2. Employer submits notification of free working position onto Slovak labour office job portal (20 workdays prior submission of the residence permit) and signs documents necessary for work & residence permit prepared by PfDC Slovakia
3. PfDC Slovakia prepare and collect all the requested documents
4. Client needs to also provide the documents below:
  - Apostilled or superlegalized and officially translated criminal record
    - from the country of origin + from the country where the applicant has stayed longer than 90 days
  - The landlord confirmation for the address in Slovakia (PfDC Slovakia can assist)

### A) Submitting of the application for D-VISA at the embassy

1. Submit an application for national D-Visa for purpose of submission the application for residence permit in Slovakia
  - \* Documents cannot be older than 60 days at the moment of submission and by arrival cannot be older than 90 days
  - \* The approval process - 30 days
  - If the application for national D-visa is not approved – submit new application for national D-visa
    - \* new documents required
  - If the application for national D-visa is approved – requested to come back to embassy to get the D-visa into the passport (approx. 7 days)
2. Submit the application for residence permit for the purpose of employment in Slovakia (at the Foreign Police)
  - \* the approval process - within 90 days (exception within 30 days in certain cases only)
  - \* **Working is not allowed yet**
  - \* Travelling to Slovakia - 1,5 months from the moment of submission the application at the Embassy

### B) Submitting of the application for residence permit at the Embassy

1. Submit an application for residence permit for the purpose of employment at the Embassy
  - \* 90 days validity of documents
  - \* 4-6 weeks until the documents arrive from the Embassy to the Foreign Police in Slovakia
2. The application will be sent to Foreign Police in Slovakia
  - \* from the moment of delivery the documents from the Embassy to Foreign Police
  - \* the approval process - within 90 days (exception within 30 days in certain cases only)
3. Once the residence permit is approved, Foreign Police will inform the embassy, client can ask for the D-visa at the Embassy (approx. 7 days)
  - \* Ability to travel to Slovakia and collect the residence permit card in Slovakia
  - \* Travelling to Slovakia - 4 months approx. from the moment of submission, the application at Embassy