

PORTUGAL

When you complete your application form, you will need to send supporting documentary evidence to us with your application. You can send original documents, which we will copy and return, but we would prefer to receive certified* copies of documents, as original documents can be lost in the post.

A certified* copy is a photocopy of an original document. This copy must have been stamped and signed as being a true copy of the original by an official: a minister of religion, doctor, lawyer, civil servant, teacher/lecturer, police officer. The person certifying the copy must provide their name, job title, address and contact telephone number.

The certifying person must not be a relative.

The British Council offices in Coimbra, Lisbon and Porto authenticate translations of academic certificates.

Certified* copies of documents required for each section would include (where needed):

Your personal details

Passport or ID card

Marriage Certificate, **Certidão de Casamento** or Birth Certificate,

Certidão de Nascimento.

An official document confirming separation.

Court Ruling of Divorce, shown on **Certidão de Casamento** or Birth Certificate, **Certidão de Nascimento.**

Your husband's/wife's Death Certificate, **Certidão de Óbito.**

Student's estimated income and financial obligations

Savings and bank account statements, **Poupanças e extractos bancários.**

Social Security Benefit letters from **Junta de Freguesia.**

Certificate of assets/poverty, **Certidão de pobreza.**

About your parents

An official document confirming separation.

A Court Ruling of Divorce shown on the **Certidão de Casamento.**

Your parent's(s') Death Certificate(s), **Certidão de Óbito.**

Parents', step-parents', parent's partner's, husband's, wife's or your partner's financial details

Documents required for this section, which relate to income earned/received from 01/01/2007 to 31/12/2007, would include (where applicable):

Income Tax return(s), **Finanças Form Modelo 1,2 or 3** also the **Comprovativo de entrega IRS via internet** as long as it is accompanied by a monthly/weekly pay slip..

Details of any fringe benefits.

Deductions

Private pension plan – official confirmation of payments made from 01/01/2007 to 31/12/2007.

Dependant's details

Birth Certificate, **Certidão de Nascimento**.

Identity Card, **Bilhete de Identidade**.