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RESIDENCE PERMIT APPLICATION FOR INTERNSHIP

This residence permit application form is for you if you are coming to Finland for work or an internship which

- is based on an intergovernmental agreement (e.g. Working Holiday for citizens of Australia and New Zealand); or
- is included in an exchange programme run by non-governmental organizations; or
- involves the transfer of a person with a university degree within the same company.

This residence permit application form is also for you if you are between 18 and 30 years of age and you are coming to Finland for an internship, and

- you are studying the Finnish or Swedish language at a university abroad; or
- the internship is in a field matching your studies or your qualifications.

The maximum length of an internship is 12 months or 18 months, depending on the grounds cited.

Carefully fill in and sign the application. Incomplete information will delay the processing of the application and may lead to its rejection. An application may be submitted to a Finnish diplomatic mission abroad or to the local police in Finland. A processing fee will be collected when the application is submitted, according to the Decree on charges. Read the instructions for filling in the form at www.migri.fi → English → Application forms. Clarifications that you need to append to your application are listed in Section E of this form.

I am applying for ☐ my first residence permit ☐ an extended permit
and hereby submit the following information for the processing of my application:

SECTION A

1 Information on applicant			
1.1 Personal data			
Family name			
First names			
Former names (please give all combinations of first names and family names that you have used previously)			
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female			
Current citizenship(s)			
Former citizenship(s)			
Date of birth (dd.mm.yyyy)		Latter part of Finnish personal identity number (if applicable)	
Country and place of birth			
Marital status <input type="checkbox"/> Married <input type="checkbox"/> Single <input type="checkbox"/> Divorced <input type="checkbox"/> Widow(er) <input type="checkbox"/> Cohabitation <input type="checkbox"/> Registered relationship between two people of the same gender			
Occupation and/or training			
Mother tongue	Transaction language in matters related to this application <input type="checkbox"/> Finnish <input type="checkbox"/> Swedish <input type="checkbox"/> English		

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1.2 Information on passport or other travel document	
<input type="checkbox"/> Passport no.	
<input type="checkbox"/> Official or diplomatic passport no.	
<input type="checkbox"/> Refugee's travel document no.	
<input type="checkbox"/> Alien's passport no.	
<input type="checkbox"/> Other, specify type and number	
Country and authority of issue	
Date of expiry	See instructions: Effect of passport validity on residence permit.
<input type="checkbox"/> No valid passport (details to be provided in section 8)	
1.3 Contact information for processing and deciding on the application	
If your contact information changes, immediately notify the authority that received your application.	
Street address	
Post code, city/town	Country
Telephone number	E-mail
Contact information in Finland if different from above	
Address (street address, post code, city/town, country)	
Telephone number	E-mail
Place of transaction and notification abroad. Please state the Finnish mission abroad with which you are in contact regarding matters related to this application.	
1.4 Beginning and duration of residence in Finland	
Please fill this in if you are applying for your first residence permit.	
When do you intend to move to Finland (dd.mm.yyyy)?	

If you are already in Finland and are applying for your first residence permit, you must fill in a response to refusal of entry (form MP_1) and append it to your application.	
How long do you intend to stay in Finland?	
2 Information on family members	
2.1 Spouse <input type="checkbox"/> No spouse	
Family name	First names
Former names	

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Date of birth (dd.mm.yyyy)		Latter part of Finnish personal identity number (if applicable)	
Country and place of birth			
Current citizenship(s)			
My spouse <input type="checkbox"/> Is in Finland <input type="checkbox"/> Is applying for / intends to apply for a Finnish residence permit <input type="checkbox"/> Will not move to Finland			
2.2 Underaged children		<input type="checkbox"/> No children	
Please declare all your underage children regardless of whether you are applying for a Finnish residence permit for them or not. There is a separate application form for children's residence permits. See www.migri.fi → English → Application forms → Family ties.			
First name	Family name	Date of birth	
			<input type="checkbox"/> Simultaneous application
			<input type="checkbox"/> Simultaneous application
			<input type="checkbox"/> Simultaneous application
			<input type="checkbox"/> Simultaneous application
			<input type="checkbox"/> Simultaneous application

If you have more than five children, enclose the information on the remaining children in a separate appendix.

SECTION B

3 Grounds for internship
<p>My internship</p> <p><input type="checkbox"/> Forms part of my university studies abroad</p> <p><input type="checkbox"/> Is in a field consistent with my qualifications</p> <p><input type="checkbox"/> Forms part of the exchange programme of a non-governmental organization Which organization and which programme?</p> <p><input type="checkbox"/> Is an intra-company transfer</p> <p><input type="checkbox"/> Is based on an intergovernmental agreement (e.g. Working Holiday for citizens of Australia and New Zealand)</p>
4 Information on studies
<p><input type="checkbox"/> I am currently studying (please enclose certificate from educational institution, see Section E)</p> <p>Educational institution</p> <p>Degree or qualification to be completed</p> <p>Field of study</p> <p>Estimated completion date</p> <p><input type="checkbox"/> I am not studying</p>

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I have completed a degree or qualification	
<input type="checkbox"/> Yes (please enclose degree certificate, see Section E)	
Educational institution	
Degree or qualification completed	
Completion date	
<input type="checkbox"/> I have not completed a degree or qualification	
4.1 Information on the employer	
4.2 Contact information	
Name	
Business ID	
Street address	
Post code, city/town	Country
Address and name of workplace where the employee will be employed	
Postal address of workplace (if different from the above)	
4.3 Contact person (a person who can give further information regarding the application on behalf of the company)	
Name	
Telephone number	E-mail
Job or position in the company or organization	
5 Information on principal (to be filled in if the employer is a foreign company with no business premises in Finland)	
5.1 Information on company	
Name of commissioning company	
Business ID of commissioning company	
Postal address of commissioning company (street address, city/town, postal code, country)	
5.2 Contact person (a person who can give further information regarding the application on behalf of the company)	
Name	
Telephone number	E-mail
Job or position in the company or organization	

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6 Principal terms and conditions of internship		
Job title or position in company		
Principal duties		
Duration of internship		
Regular working hours (h)		
h/day or	h/week or	h/month
Pay		
EUR per month or	EUR per hour	
Other benefits offered by the employer: Which:		
Taxable value, total		
euros		
Other income		
Applicable collective agreement		
How does this internship match your studies or qualifications?		

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SECTION C

7 Additional information for the application

Please state whether there is any other purpose for your residence in Finland than that stated above which you wish to declare. You may also state any other facts or additional information that are relevant for your application or for your coming to Finland. You may enclose a separate appendix if necessary.

8 Applicant's criminal history and refusal of entry

Have you ever been convicted of an offence and sentenced to punishment?

☐ No ☐ Yes

Which offence?

In what country and when?

What was the punishment?

Are you a suspect in a criminal investigation?

☐ No ☐ Yes

Which alleged offence?

In what country and when?

Do you consent to the Finnish migration authorities obtaining a criminal record extract or similar report from foreign authorities?

☐ Yes ☐ No

Why?

Have you been subject to a refusal of entry into the Schengen territory?

☐ No ☐ Yes

Which country?

Is the refusal of entry still in force?

☐ No. When was it in force?

☐ Yes. Until when is it in force?

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SECTION D

9 Date and signature

I am applying for a Finnish residence permit and hereby affirm with my signature that the information I submit in this application and its appendices is correct and accurate. I am aware that providing false personal information and false written documentation to the authorities is an act punishable under the Penal Code in Finland and that providing false information may lead to a refusal of a residence permit or the cancelling of an existing permit, repatriation and imposition of a refusal of entry into the Schengen territory.

Place and date

Signature

SECTION E

The clarifications listed below are required as appendices to this residence permit application. The original certificates and clarifications must be presented when submitting the application; if they are not in Finnish, Swedish or English, they must be accompanied by a translation into one of these three languages by an authorized translator.

Enclose the clarifications with the application and tick the boxes below as appropriate.

Obligatory appendices:

- ☐ Valid travel document (must be presented when submitting the residence permit application)
- ☐ Passport photo complying with the passport photo guidelines issued by the police (www.poliisi.fi → English → Licences → Passport → Passport photo guidelines)
- ☐ Internship agreement signed with the employer. This agreement must indicate the principal terms of the internship, including the applicable collective agreement (see point 7).

Also, depending on the grounds for the internship, the following must be submitted (see points 3 and 4):

- ☐ Certificate from the educational institution to the effect that the internship matches your studies or qualifications
- ☐ Certificate from the educational institution regarding incomplete studies
- or
- ☐ Degree or qualification certificate
- or
- ☐ A certificate from the organization organizing the internship (in the case of an internship related to the exchange programme of a non-governmental organization)

Other appendices and clarifications (tick the box and give the title of the appendix as necessary):

- ☐ Certificate of job-related benefits from the employer or principal (see point 7)
- ☐
- ☐
- ☐
- ☐

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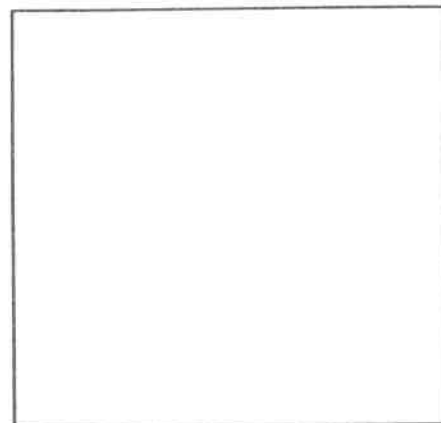


APPENDIX TO RESIDENCE PERMIT APPLICATION; PASSPORT PHOTO

A photo of the applicant must be appended to the residence permit application. This photo must comply with the passport photo guidelines issued by the police and must not be more than six (6) months old.

Affix the photo in the box on the right using glue.

Do not staple the photo.



The photo must be 47mm high and 36mm wide. The distance between the top of the head without hair and the bottom of the chin must be 32-36mm in the photo.

The head must be straight and in the middle of the photo. Both the head and the shoulders must be turned straight towards the camera. Portrait-style photos where the subject looks over one shoulder are not acceptable. The photo must be taken straight from the front, not from higher up, lower down or from the side. The subject must look straight at the camera.

The photo must show the subject's full face. The expression must be neutral. The mouth must be closed. The eyes must be open and clearly visible. The photo must show the subject's full face, e.g. garments or hair must not cover any part of the face. Particularly eyes must be clearly visible. Glasses can always be removed for the photo. Tinted glasses and eye patches are allowed only for medical reasons.

The photo must be taken against a plain background. The colour of the background must be neutral and light. There must be no shadows in the background. The face must be clearly distinguishable against the background. Other people or objects must not be visible in the photo. A small child may be supported, but no part of the supporter is to be visible. For children younger than 11 years old, a photo with a smaller head size is acceptable, if blurring or other distortion cannot otherwise be avoided. In such photos, the height of the head must still be at least 25mm.

The lighting must be uniform: the face and the background must be free of shadows and hot spots. The red-eye effect must be prevented. The colour of the lighting must be natural, not bluish or reddish, for example. The photo must not be over- or under-exposed.

The photo must be printed on high-quality photograph paper. The photo must be sharp and in focus; it must not be blurred or grainy. The photo must be clean: no scratches, stains or creases are allowed. No manipulation or retouch of the photo is allowed. Optical and other distortions of the dimensions of the face that impede visual or automatic identification are not allowed.



For more specific instructions, see the police website www.poliisi.fi → English → Licences → Passport → Passport photo guidelines).