

**SCHENGEN VISA CHECKLIST****CULTURAL / SCIENTIFIC / EDUCATIONAL /
INTERNSHIPS – TRAINING / SPORTS / MEDICAL
TREATMENT**

EMBASSY OF SLOVAKIA

		Complete	Incomplete	Not Applicable
1	Application Form for Schengen Visa, completed, signed and dated with a BLUE PEN.			
2	2 photographs that has 35x45 mm size, white background and not older than 6 months.			
3	Photocopies of passport (all pages with personal information, visas and stamps granted within the last 3 years). Passport should be valid at least further 3 months after the date of return and must be issued within the last 10 years and contain at least 2 blank pages. If there is someone accompanying you and if he/she has a valid visa, you must also provide his/her visa photocopy as well.			
4	Complete extract of the civil registry (Tam Tekmil Vukuatlı Nüfus Kayıt Örneği).			
5	For cultural events or conferences: an original invitation stamped and signed by the organiser of the event or/the contract concluded by the cultural service provider or/invitation to a creative work (containing the following information: purpose and length of the stay; details on cooperation between the inviting party and the applicant; information on who will cover the cost of the stay; contact details and position of the person signing the invitation; date and signature OR Original of the official invitation registered with the Slovak Foreign Police "Policajné pozvanie" must be presented.			
6	For sporting events: an original invitation signed by the sports club/sports federation or/accreditation confirming the participation in the sport event (containing the following information: information of the level of the sporting event; purpose and length of the stay; details on cooperation between the inviting party and the applicant; information on who will cover the cost of the stay; contact details and position of the person signing the invitation; date and signature OR Original of the official invitation registered with the Slovak Foreign Police "Policajné nozvanie" must be presented.			
7	Valid Sport License for Sport purposes. Supporting document from the Turkish sports club or sports federation.			
8	For attendance to a fair: the entry card or documents about participation.			
9	Study or participation in EU education, training or research programs: Original invitation letter from the university or research center in the Slovak Republic; letter from the Turkish National Agency (Center for EU Education and Youth Programmes) or TUBITAK confirming that the applicant is supported by a European Union Programme; letter from the employer and/or approval for leave if the applicant is employed as a teacher or professor.			
10	Medical Treatment: certificate from a medical doctor and/or a medical institution from the applicant's country of residence; an official document of the receiving medical institution confirming that it can perform the specific medical treatment and the patient will be accepted accordingly as well as information on the cost of treatment; proof of sufficient financial means to pay for the medical treatment and related expenses; proof of full or partial prepayment, if relevant; any other correspondence between the sending medical doctor and the receiving hospitals, if available.			
11	If the accommodation will be provided by the inviting side, the rental agreement and the title of deed.			
12	If the accommodation will NOT be provided by the inviting side, a document to authenticate your accommodation: The hotel voucher obtained from the travel agency, confirmation directly by the hotel, reservations made online, in case of attending multiple country tours, all reservations should be presented.			
13	Travel health insurance with coverage of 30.000 Euro, valid for Schengen countries, which starts 1 day before the travel date and finishes after 1 day from departure date with original signed/stamped or readable QR code.			
14	Flight reservation (departure and return) or any other confirmation related to travel.			
15	If applicant is working in a company or is a company owner: • Original support letter from company containing the following information: indication of the Embassy that the document is addressed to; the employee's name and passport number; date of start of employment and function; length the leave and whether it is paid or unpaid leave, except when travelling for professional reasons; employer's contact details; and name and position of the person signing the letter. • SGK (social security) statement of employment (Sigortalı İşe Giriş Bildirgesi) and SGK registration and service document (SGK Tescil ve Hizmet Dökümü) with a readable QR code, original last 3 months salary payrolls signed and stamped by the company. • Company documents as: Signature circular (not older than 1 year), Copy of the certificate of registration from Chamber of Commerce (obtained in last 1 month), Tax Registration Certificate of the company, Copy of the activity certificate from Chamber of Commerce.			
16	If applicant is farmer: farmer certificate issued by a Chamber of Agriculture (Ziraat Odası), Farmer SGK Service document.			
17	If applicant is retired: documents showing social payments (bank statement minimum last 3 months or retirement certificate / pensioner booklet).			
18	If the applicant is student, (higher education): Student certificate issued by the Council of Higher Education in Turkey (YÖK) with a readable QR code. Other students or pupils: student certificate.			
19	Personal or company bank statements showing movements over the last three months (Original stamped and signed by the bank). There must be 57 Euro for each day in the applicant's bank account.			
20	If the applicant is a minor/under age 18 and travelling alone or with one parent or legal guardian only: Written consent (approved by a public notary) by the non-travelling parent(s)/legal guardian(s) or proof (approved by a public notary) of sole-custody of the travelling parent/legal guardian.			
21	Non-Turkish nationals: Proof of residence in Turkey, valid three months beyond the intended date of departure from the territory of the Member States.			

Başvuru Sahibinin Adı ve Soyadı*Applicant's Name and Surname***Başvuru Tarihi***Application Date***Başvuru Sahibinin İmzası***Applicant's Signature*