

**HUNGARY SHORT - TERM EDUCATIONAL / OTHER SCIENTIFIC / PROFESSIONAL TRAINING VISA**

Documents	Particulars
<b>Passports</b>	* Original Passport with atleast 6 months validity and atleast 2 blank pages. * Original old passport booklets if any
<b>Photographs</b>	* 3 photographs each * White background; Glossy finish; 80% face coverage with a little shoulder to be seen; Eyes and face to be clearly visible; Dimensions: 45mm x 35mm
<b>Covering Letter</b>	* A covering letter per individual / family/ company addressed to The Visa officer, Embassy of Hungary, New Delhi * Covering Letter can be on a plain paper for individuals and on the company letterhead for officials / sponsored applicants * Copy of Student ID card should be presented
<b>Confirmation of Student Status</b>	* Original letter from school / college / university, student card, certificates etc" * Provide evidence of suitable English or Hungarian language ability to be able to benefit from your education. If your first language is not English, you are normally expected to have passed an appropriate test in English, such as the International English Language Testing System (IELTS) or the Test of English as a Foreign Language (TOEFL) by your hosting institution. Test result shall be included
<b>Proof of Fund</b>	*Proof of sufficient fund to cover overall expenses during the period of stay in Hungary
<b>Evidence of payment of fees</b>	* Evidences of remittance of tuition fees or acceptance of scholarships should be presented.
<b>Certificate of admission</b>	*Certificate of admission from an educational institute for the purpose of attending academic or vocational courses, or cover letter from the host company in case of internships and researches.
<b>Bank Statements</b>	* Original 3 months personal and company's bank statements with the seal and signature from the bank * Bank statements should be of relevant and active accounts which shows the proof of funds and income * Bank statements should be of a closing date closer to the date of visa application (A4 size preferred)
<b>IT Returns</b>	* Latest 3 years Income Tax Acknowledgement / ITR-V (Saral) of individuals and the company
<b>Itinerary / Air tickets</b>	* Air tickets and proof of other means of travel within Europe
<b>Purpose of Travel / Accommodation</b>	* Any proof of your accommodation *Certificate of the sending and the receiving institution provided that the document is duly signed and stamped by an authorized person of the institution;
<b>Supporting Credentials</b>	<b>Businessmen:</b> * Proprietorship certificate / Certificate of Registration / Memorandum of Association, Articles of Association / Partnership Deed * NOC from other partners or Directors incase of partnership <b>Employees:</b> * Leave sanction letter from the company (from the Government body incase of Government employees / public servants) * Last 3 months Salary Statements (only for Private firms) * Company ID card (optional) * Retirement Certificate or Letter / Copy of Pension Book (for retired employees) <b>Students:</b> * Leave sanction letter from the educational institution (for travel during working days) * Bonafide Certificate from the educational institution (for travel during vacations) * School/ College ID card (optional) <b>Newly Wed / Honeymooners (if the spouse's name is not endorsed in their passports):</b> * Marriage Certificate (Original) * Wedding Invitation card / Photographs (incase the marriage certificate is not ready) <b>Children travelling and unaccompanied by both the parents / either parent</b> * A notary attested NOC on a stamp paper from both / either of the parent respectively if both/either of them unaccompany * Passport copies / copy of both / either of the parents <b>Travellers unaccompanied by spouses/partners</b> * A notary attested NOC on a stamp paper from the unaccompanied spouse * Passport copy of the unaccompanied spouse. If not a passport holder, any Govt ID Proof mentioning spouse name can be submitted. <b>Additional supporting documents if available</b> * FD Receipts from banks * Public shares / debentures certificate * Asset evaluation report from a CA
<b>Travel Insurance</b>	* Valid Travel Insurance from the Embassy approved companies which covers the days of travel with minimum coverage of EUR 30,000
<b>Disclaimers</b>	* The above list of documents are the standard requirements for the visa application. The Embassy / Consulate/ High Commission/ Application Centres hold the rights to demand further documents for verification. * The Embassy / Consulate / High Commission hold the rights to call the applicant for a Personal Interview if needed * BPVS offers Visa Facilitation services to our customers against a Service Fee * BPVS at no stage guarantees the outcome of any visa application. The decisions on the Visa applications would be at the sole discretion of the respective Embassy/ Consulate / High Commission