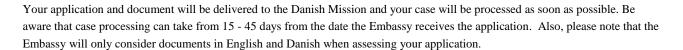
## The Royal Danish Embassy: Nairobi. Checklist Studies/Research visa

Dear applicant,





<u>Applications are only admissible if the following is provided:</u> 1) a visa application form duly completed and signed, 2) a passport photo, with a white background, no older than 6 month and size 35x45mm, 3) a passport, valid at least 90 days after expiry of the visa and with at least 2 blank pages and 4) proof of visa fee payment (where applicable).

## The document(s) highlighted below are missing.

Document checklist for **STUDIES / RESEARCH VISA** below:

Missing	Type of d	Type of document		
document(s)				
	1.	Copy of the applicant's previous passport identity pages incl. extension date if applicable, and any other visa, residence		
		permits, entry- and exit stamps.		
	2.	Travel medical insurance with a minimum coverage of 30.000 EURO for the effective stay in Schengen. Please check on		
		www.kenya.um.dk for an updated list of approved insurance companies. Original receipt for payment of insurance.		
	3.	A detailed travel itinerary.		
	4.	Invitation letter OR the on-line invitation letter VU3, mentioning clearly: the applicant's personal details, indication of		
		course attending/research work required, the duration, the person or the entity who will bear your travel and living costs,		
		date and contact details of the institute.		
	5.	Copy of national ID-card (both sides).		
	6.	Non-Ugandans are required to submit a copy of a valid Ugandan residence permit or other proof of legal stay in Uganda.		
	7.	Proof of solvency:		
		- Personal and certified bank statements from the last 3 months with a bank referral letter.		
		- Payslips for the last three months (if employed).		
	8.	Letter from current educational institute containing the applicant's personal data, name of the institute, contact details,		
		course enrolment and number of years at the institute.		
	9.	Copy of marriage certificate and birth certificates of self, spouse and children, if applicable.		
	10.	Proof of registration and receipt for registration fee, if attending a course, which requires prior registration.		
	11.	Any other documents relating to the applicants personal ties to the home country, such as title deeds or lease agreements		
		etc.		

The Danish Mission requests you to hand in the required documentation within 5 working days from today. Signature date below counts as day one of five. If the Danish Mission has not received the documentation by this deadline, a decision will be made based on the presented information.

You can choose one of the following options for handing in the missing documents:

Handled by VFS Staff (initials), Kampala: \_\_\_\_\_\_ Date: \_\_\_\_

working da address: <u>nt</u>	oming back within 5 working days with the mays. If you choose to hand in the missing doctoom working working with the mass of the missing doctoom with the missing doctoom with the missing doctoom with the missing doctoom with the missing days with the missing days.	cuments by e-mail directly to the	Embassy, you can do so to this e-mail			
☐ I will hand	☐ I will hand in the application as it is and am aware that a decision will be based on the presented documents only.					
nay be required at	ed in case further documentation is needed the Embassy or by phone. Regional Visa Hub, Royal Danish Embass		een reached in your case. An interviev			
Applicant's name	Applicant's signature	Date and Place	Phone Number			