

PORTUGAL STUDENT VISA – DOCUMENTS CHECKLIST

A. UNIVERSITY ADMISSION DOCUMENTS

1. Passport

- Copy of the first page and signature page
- Include previous visa history: visa refusals, approvals, and travel stamps

2. National ID (CNIC) – front and back

3. Educational Records

- Copies of all degrees, diplomas, and transcripts (front & back)
- Attested by:
 - ◆ IBCC (if applicable)
 - ◆ HEC
 - ◆ MOFA
 - ◆ Apostille (if required by university)

4. Passport-Sized Photographs (White background, recent, as per visa/photo specifications)

5. Updated Resume (CV) (Clearly mentioning academic background and work experience)

6. Experience Letters (Corresponding to each work entry mentioned in the resume)

7. Statement of Purpose (SOP)

- Tailored to your course and institution (*Sample will be provided by the team*)

8. Recommendation Letters (*if required by course*)

- Two academic or professional letters
- With recommender's Contact and email (*Sample will be provided by the team*)

9. Proof of Language Proficiency

- IELTS / TOEFL (if taught in English)
- Portuguese language certificate (A2/B1) (*if applicable*)

11. Police Clearance Certificate

- Issued by local police authority and Attested/Apostille by MOFA

12. Preliminary Medical Insurance (*if required by university*)

13. Electronic Signature

14. Admission Portal Fee

- Ranges up to €100 depending on university

15. Thesis/Project Summary (*Postgraduate applicants only*)

16. Proof of Accommodation (*if available early*)

- Hostel booking / rental agreement / family sponsor letter (*Support provided by our team*)

17. Interview Preparation (*Support provided by our team*)

B. PRE-ENROLLMENT & VISA DOCUMENTS

1. **University Offer Acceptance Letter**
2. **Initial Fee Deposit Receipt**
 - At least **25% of total tuition fee**
3. **Sponsor's Documents**
 - Sponsor's CNIC (front and back)
 - **Affidavit of Support** (on Rs.100 Stamp Paper – notarized)
 - **Bank Statement**
 - Showing sufficient funds
 - Minimum 3-month transaction history
 - Account must be active through visa process
 - **Bank Account Maintenance Letter**
 - **Proof of Source of Funds**
 - Salary slips / tax returns / business proof / property papers
4. **Proof of Accommodation**
 - Hostel confirmation / rental agreement / letter of invitation
5. **Medical Insurance**
 - Full health coverage valid in Portugal for visa duration
6. **Travel Itinerary / Flight Reservation**
 - Tentative booking only (don't purchase until visa approval)
7. **Visa Application Form**
 - Fully filled and signed (to be submitted at embassy)
8. **No Objection Certificate (NOC)**
 - From employer or current educational institution (if applicable)

NOTES & REMINDERS

- Ensure **all educational and legal documents** are **translated to Portuguese or English** if required by the institution.
- Check if your university requires **apostille legalization** beyond MOFA.
- Keep **both digital and hard copies** of all documents.
- Submit at least **4–6 weeks** before application deadlines to ensure timely processing.