



**REPUBLIKA E SHQIPERISË**  
**UNIVERSITETI “ISMAIL QEMALI” VLORE**  
**Drejtoria e Projekteve, Marrëdhënieve me Jashtë dhe Sigurimit**  
**të Brendshëm të Cilësisë**  
**Zyra për Administrimin e Dokumentacionit të Marrëveshjeve**  
**dhe Marrëdhënieve me Jashtë**

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The request for the release and renewal of the Temporary Residence Permit.  
For scientific research purposes.

1. A foreigner, not later than 30 days after entering the territory of Albania, requests the release of a temporary residence permit and 60 days before expiration of the existing residence permit makes a request for its recurrence, by completing the standard form and a list of documents determined by a decree of the Council of Ministers.

Caution: failure to comply with deadlines of 30 and 60 days accompanied by administrative measures - fines.

To obtain a residence permit, the foreigner must deposit these basic documents.

1. Request for a residence permit, which strictly defines the purpose of the visit and the address of the place of residence in the Republic of Albania.
2. Form for application for a residence permit or be completed and signed by the applicant, according to the models set out in Annex No.8 attached to the DCM, which is free of charge.
3. 4 (four) photos, made no less than six (6) months from the date of application with dimensions 47mm x 36mm, taken in plan with white background, focused and clearly visible. The photograph must show the person in front, with neutral position and open eyes and visible.
4. Copy of a valid travel document, with which the foreigner has entered the Republic of Albania as well as a photocopy of pages with notes of interest for the journey and the data holders, visa type D, and seals the entry - exit etc. . The travel document as stipulated in Law No. 108/2013 "For foreigners" should be valid for at least 3 (three) months longer than the term of the residence permit.
5. 5. Documents proving suitable accommodation in Albania. purchase contract or receiving the rent of the apartment in accordance with the occupancy standards in Albania or any other document that proves housing guaranteed in the Republic of Albania.
6. Certificate of Registry Trial (by country of origin and / or the country where the foreigner has legally resided, which must be translated into Albanian and issued last 6 (six) months), verified and legalized on the basis of obligations arising from international agreements (with apostille stamp - 1961 Hague Convention or legalized by the Albanian diplomatic missions outside the Republic of Albania). (so the proof of legal state should have the apostille stamp notarized and translated into Albanian)
7. Proof of health insurance for Albania.



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8. The registration certificate to work in accordance with Article 73 of the law nr108 / 2013 "On foreigners"
9. Copy of the agreement signed with the research - scientific organization or institution of higher education in Albania.
10. Proof of sufficient financial resources for living during his stay in Albania for the required period.

State fees for residence permits under Annex no. 7 VKM.

1.	Residence permit three (3) months	5000 ALL + value card
2.	Residence permit six (6) months	5000 ALL + value card
3.	Residence permit one (1) year	10000 ALL + value card
4.	Residence permit two (2) years	15000 ALL + value card
5.	Permanent Residence Permit	25000 ALL + value card

For the citizens of the United States, the value of all types of stay is 7000 ALL + value card of biometric residence permit.

Note: The documents should be clear and without corrections.