

Step-by-Step Guide to Obtaining a Temporary Residence Permit

Obtaining a temporary residence permit in Ukraine is mandatory for applicants from countries with visa requirements, as well as for applicants from countries with visa-free entry.

Step 1. Verify that your documents meet the requirements of immigration law

1. Upon arrival at the university to begin your studies, **visit the Office for International Students (36 Vasylykivska St., Room 88);**

2. Present your original passport for verification and provide your contact information (a phone number from a Ukrainian mobile carrier and an email address).

Step 2. Preparing the document package for obtaining a residence permit

1. After successfully passing the entrance exams, submit to Room No. 88 two translations into Ukrainian of the passport page containing your personal data, notarized in Ukraine;

2. Provide proof of payment for a valid health insurance policy covering the entire duration of the residence permit, which meets the requirements of Order No. 562 of the Ministry of Education and Science of Ukraine dated May 24, 2021;

3. Submit a lease agreement for residential premises at the address of your actual place of residence.

Step 3. Submitting Documents to Obtain the Permit

1. After signing the enrollment order, pick up the package of documents required to apply for the permit in Office No. 88;

2. Submit the received documents in person to the territorial office of the State Migration Service (10 Bohdan Khmelnytsky Street) or to a state-owned enterprise under the jurisdiction of the State Migration Service (the “Passport Service” network of service centers) no later than 15 business days before the expiration of your authorized period of stay in Ukraine.

Step 4. Wait for the results of the Migration Service’s review of your documents (up to 20 calendar days from the date of submission)

1. Monitor your email inbox and answer all incoming calls from unknown numbers (in case the State Migration Service contacts you to verify your actual address of residence);

2. You can check the status of your application on the State Migration Service website at <https://dmsu.gov.ua/services/docstate.html>;

3. If your application for a residence permit is denied, go to Office No. 88 to find out the reasons for the denial and begin preparing the documents for resubmission to the State Migration Service () (if there are grounds for doing so).

Step 5. Receiving the ID Card and Registering Your Place of Residence

1. Once you receive notification that your document is ready, go in person with your passport to the location where you submitted your documents, complete the verification process, and receive the original ID card;

2. Immediately send photos of both sides of the ID card to +380 67 257 1001 (Telegram, Viber, WhatsApp) or via email to pd@knu.ua or migration.dept@gmail.com ;

3. Within three days, go to Office No. 88 to sign the documents for registering your place of residence.