

**MINISTRY OF NATIONAL SECURITY
IMMIGRATION DIVISION, PORT OF SPAIN**

REQUIRED DOCUMENTS IN SUPPORT OF STUDENT PERMIT APPLICATION

ALL PERSONS REQUESTING STUDENT PERMITS ARE TO REPORT TO THE STUDENT PERMIT SECTION WITHIN 48 WORKING HOURS OF THEIR DATE OF ARRIVAL

1. Student Permit Application (FORM 34)
2. Interview / Information Sheet – Completed
3. Passport size photo on white background
4. Copy of the bio-data page of applicant’s passport and **last entry/arrival**.
5. Copies of Academic Certificates
6. Acceptance Letter from the Training Institution
7. Job Letter/study leave if employed – Letter from sponsors
8. Proof of room and board
 - a. accommodation letter from the host/sponsor/landlord (state if rent free)
 - b. Rent Receipts
 - c. Rental Agreement
 - d. Landlord’s proof of address i.e. copies of two (2) Utility bills should be on the landlords name, if not an explanation in writing should be attached.
 - e. Landlord’s IDs i.e copies of passport and national identification
9. Evidence of funding:
 - a. Job Letter from the host/sponsor of sufficient personal funds to pay tuition fees and to support self.
 - b. The letter should specify what monies were paid to the student i.e. how much for meals, transportation, accommodation etc)
 - c. If self-sponsored, bank statements or letter from the bank confirming student loan or from parent/guardian
10. Payment of Fees – receipts from the Educational Institution
11. Valid return ticket

Original documents must be presented together with copies.

Student Permit Application Fees:	Student Permit Endorsement Fee:
Caricom Nationals - \$100.00 TT	Caricom Nationals - \$ 50.00 TT
Non-Caricom Nationals - \$200.00 TT	Non-Caricom Nationals - \$100.00 TT

January 2020