DIDI Student Residence Visa Guide

Dubai Institute of Design and Innovation (DIDI) provides international students who are non-residents in the UAE a sponsored Student Residence Visa for the duration of their studies. DIDI can also provide a Student Residence Visa to students who are currently inside the UAE should they wish to transfer under DIDI's sponsorship.

Only a student who has been accepted with a Conditional Offer to DIDI or is a current full-time student at DIDI can qualify for DIDI's sponsored Student Residence Visa.

The Student Residence Visa is valid for one year (12 months) and needs to be renewed every year. Students will require multiple renewals during their course of study at DIDI.

DIDI Student Services Department handles all official government documents and transactions to obtain Student Residence Visas, Emirates ID, Medical Insurance and their renewals.

Visa Requirement

A student who requires a Student Residence Visa must have a valid Conditional Offer to DIDI or is a current full-time student at DIDI to qualify for DIDI's sponsored Student Residence Visa. Applicants can provide all documents required either in a soft copy or in hard copy to the Student Services Department.

Documents required include:

- A completed "Student Residence Visa Application Form"
- Receipt for all payments as required.
- Passport copy which should have a minimum of six (6) month validity when applying.
- Colored copy of passport size photograph with white background (JPEG file size greater than 2MB).
- Copy of valid medical insurance plan and its coverage in the UAE (if available)

Kindly note that the listed requirements above are the standard requirements for the visa application process. <u>Acceptance to DIDI does not imply an entry permit to the UAE is granted</u>. The General Directorate of Residency and Foreigners Affairs (GDRFA) reserves the right to reject or ask for supporting documents after submission of the application. Rejected Student Residence Visa applications will incur costs associated with the process, which the student will have to bear.

Applying for a Student Residence Visa

Students applying for a Student Residence Visa under DIDI's sponsorship can be of two types:

- Applicants inside the UAE
- Applicants outside the UAE

The below table clearly identifies the process of obtaining a Student Residence Visa for the two types of applicants mentioned above:

Applicants inside the UAE	Applicants outside the UAE

1. Submit the "Student Residence Visa Application Form" with all supporting documents
2. Once the visa application is processed and approved, the student will be notified via email.
3. Students in the UAE who wish to transfer to DIDI's sponsored Student Residence Visa will have to pay an In-Country charge. They will then be required to either
   a. Exiting the UAE and return using the entry permit (e-visa) issued.
      OR
   b. Pay an additional Fee (Local Amendment) to amend their status without having to exit the UAE
Contact the Student Service Department to inquire about the relevant fees as such cases are treated on a case-by-case basis
	1. Submit the "Student Residence Visa Application Form" with all supporting documents
	2. Once the visa application is processed and approved, the student will be notified via email.
	3. The Student Services Department will email the copy of the issued entry permit (e-visa) to the student. The student will use this entry permit (e-visa) to enter the UAE.
	4. Students must ensure they carry a printed colored copy of the entry permit (e-visa) when they travel/arrive to the UAE. The immigration counter/passport control at the airport will stamp the entry permit (e-visa). Students must ensure they do not lose the entry permit (e-visa) as it is needed to complete the visa application.
	5. Upon receiving the entry permit (e-visa), students must complete the "Student Arrival Form" and submit it along with their travel itinerary to the UAE. The "Student Arrival Form" and travel itinerary must be sent to the Student Services Department at least five working days before arrival (excluding public holidays).

All applicants who require a Student Residence Visa under DIDI sponsorship must submit all required documents before the deadline specified by the Student Services Department. DIDI is not responsible for any delay or non-issuance/rejection of visa application by the General Directorate of Residency and Foreigners Affairs (GDRFA).	

Student Residence Visa Processing

Any student applying for a Student Residence Visa is required to undergo a Medical and Biometric Test as prescribed by the General Directorate of Residency and Foreigners Affairs (GDRFA) upon their arrival into the UAE.

This will be arranged by the Student Services Department after all documents mentioned below are provided within two days of arrival:

- Stamped entry permit (e-visa) (for 1st-time applicants)
- Passport copy which should have a minimum of six (6) month validity at that time
- Colored passport size photograph soft copy with white background

Medical and Biometric Test

The Student Services Department will provide the students with the medical and biometric test appointment details that they must attend. The examination will take place at a Dubai Health Authority (DHA) approved medical fitness hospital or clinic.

Students who are declared fit by the Dubai Health Authority (DHA) will be notified by the Student Services Department and their Passport will be sent to Immigration for final stamping.

Before stamping and in accordance with the UAE Law students are required to obtain medical insurance coverage. Stamping can't be processed unless proof of insurance is provided.

In the unlikely scenario a student is declared medically unfit, the student will be informed and arrangements must be made by the student to leave the UAE immediately after canceling the entry permit (e-visa). The student will bear the costs incurred.

The Student Services Department will advise students to collect their Passports once stamping has been completed.

Medical Insurance

To ensure the wellbeing of students, Dubai Health Authority (DHA) requires all residents to have adequate medical insurance coverage in the UAE. Students must either sign up for DIDI's medical insurance or provide evidence of their own medical insurance coverage by providing a copy of their valid (minimum six (6) month validity is a must) medical insurance card which should be Dubai Health Authority (DHA) Compliant. The two options mentioned are discussed below.

Medical Insurance (through DIDI's preferred provider)
- Upon student's confirmation and payment of relevant fee, DIDI will apply for medical insurance through DIDI's preferred provider.
- The medical insurance issued will be valid for the same period as the Student Residence Visa and is renewed on an annual basis.
- Students will receive their medical insurance after the student has attended the Medical and Biometric test and the Student Residence Visa is stamped in the Passport. In the interim, students will have to arrange their own medical insurance.
- Information on the cost of the insurance plan offered by DIDI's preferred provider is listed in the "Student Residence Visa Application Form".

Medical Insurance (through an external provider)

- Students who do not wish to purchase medical insurance through DIDI must be covered through an external medical insurance provider which is compliant with the Dubai Health Authority (DHA).
- Students must provide evidence of their medical insurance coverage by providing the Student Services Department a copy of their valid medical insurance card (minimum six (6) month validity is a must) which should be Dubai Health Authority (DHA) Compliant.
- Students must make sure they maintain a valid medical insurance card which should be Dubai Health Authority (DHA) Compliant for the duration of the Student Residence Visa.
- A copy of the valid medical insurance card will be maintained by the Student Services Department and placed in the student file.

Emirates ID

All UAE residents are required to hold a valid Emirates ID card, as per the UAE immigration laws.

Students will be issued an Emirates ID registration form once they have completed their medical and biometric test. The Emirates ID registration form has to be maintained till the student receives their Emirates ID.

The Student Services Department will make the necessary arrangements to have the Emirates ID issued to the student.

Student Residence Visa Renewal

A student who requires a Student Residence Visa renewal must be a current full-time student at DIDI to qualify.

It is the responsibility of the student to notify the Student Services Department about their visa renewal. To avoid additional charges/fines, students are required to be present in the UAE and to submit the following documents 30 days before visa expiry. Students can provide all documents required either in a soft copy or in hard copy to the Student Services Department.

Documents required include:

- A completed "Student Residence Visa Renewal Application Form"
- Receipt of Student Residence Visa renewal package payment and Medical Insurance Plan payment
- Passport copy which should have a minimum of six (6) month validity when applying for the renewal
- Colored copy of passport size photograph with white background (JPEG file size greater than 2MB)
- Colored copy of Student Residence Visa page
- Colored copy of Emirates ID card (both sides)
- Copy of valid medical insurance plan and its coverage in the UAE

The student will bear all charges/fines should there be any delay in the Student Residence Visa renewal process.

Visa Cancellation

Students under DIDI's sponsored Student Residence Visa are required to cancel their visa before leaving the UAE under the following conditions:

- Upon graduating from the program
- Taking a Leave of Absence from the program
- Withdrawing from DIDI
- Dismissal from the Institution

The process of cancellation takes up to 10 working days. Failure to which may result in legal and financial implications from the General Directorate of Residency and Foreigners Affairs (GDRFA). This could also include a ban from entering the UAE and other GCC countries.

To cancel the Student Residence Visa, students must provide all documents required either in a soft copy or in a hard copy to the Student Services Department.

Documents required include:

- A completed "Student Residence Visa Cancellation Request"
- Receipt of Student Residence Visa cancellation payment
- Original Passport
- Original Emirates ID before expiration

The student will bear all costs incurred for cancellation of Student Residence Visa.

For more information and further details, please contact DIDI Student Services Department located in d3, Building 4, Ground floor, DIDI Admin Offices.
Office Hours Sunday – Thursday, 8:30AM – 5:00PM
student.services@didi.ac.ae