

KAUNAS UNIVERSITY OF TECHNOLOGY

Your TRP: what you need to know?

Full-time degree students

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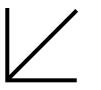
Overview



We will cover:

- Updating your personal code
- Declaring your place of residence
- Renewing your TRP (when the time comes)
- Cases when a TRP can be cancelled
- Employment opportunities for students with a TRP
- Bringing your family members
- Job search visa for KTU graduates

Updating personal code (I)



Once you receive your TRP, you are required to update your temporary personal code (which consists of both digits and letters, for example 5040221SK09) to the one indicated on your TRP (digits only, for example 30402213009).

Please submit your request to update the personal code through AIS:

Submit a new application > Personal data > Change of the personal identification (ID) number and / or date of birth. In your request, please provide the number noted on your TRP (Asmens kodas/Personal number)

APPLICATION CHANGE OF THE PERSONAL IDENTIFICATION (ID) NUMBER AND / OR DATE OF BIRTH

I request to change my:

☒ personal ID number from to

☐ date of birth from to

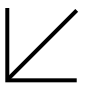
due to

Supporting documents

+ Add

Important! You have to submit the supporting documents.

Declaring your place of residence (I)



You must declare your place of residence within 1 month from the arrival to the country

Step 1 – please contact the dormitory group (dormitory@ktu.lt) regarding the certificate of living place. It's a document stating that you live in the dormitory.

Step 2 – after you receive a certificate of living place, you are also required to declare your address at the Eldership (lt: seniūnija). So If you are residing in one of KTU dormitories within the campus – please contact the Petrašiūnų-Gričiupio sen. (address: T. Masiulio g. 10) by making an appointment prior. The appointment can be done via phone +370 374 55017 or online <https://registracija.kaunas.lt> (as per image below). During the appointment, you will have to provide the certificate of living place issued by dormitories office.



Registracija

Pasirinkite apsilankymo tikslą:

Gyvenamosios vietos deklaravimo klausimai

Šiuo klausimu galite atvykti:

Petrašiūnų-Gričiupio sen., T.Masiulio g. 10

Declaring your place of residence (II)



If you don't live in dormitory, you can ask your landlord to give you the declaration of living place. If he agrees to do that, you just have to provide this declaration to the Migration department. If landlord is not giving you the declaration, you can contact dormitories office dormitory@ktu.it for a document confirming that you can declare your living place in dormitories address even if you don't live in the dormitory (this is payable service).

Renewing your TRP (I)



1. Start with obtaining Mediation Letter via AIS:

- Log in to AIS → *Certificates ordering*
- Select “**for legal status**” → “**Mediation letter for issuing of TRP**”
- Issued in **3–5 working days**
- Reference number sent to your @ktu.edu email (no physical letter needed)

2. Apply through www.migracija.lt

General order – decision is made usually within 2 months

- Please apply no earlier than 6 months and no later than 2 months before your current TRP expiration day.

Urgent order – decision is made usually within 1 month

- Please apply no earlier than 6 months and no later than 1 month before your current TRP expiration day.

Renewing your TRP (II)



As per Migration Department requirements, to renew your TRP the student must have completed no less than 40 academic credits in the previous study year. If you have fewer credits and cannot provide a valid reason (e.g., illness, the death of a relative) with supporting documents, the Migration Department may reject your application.

TRP is issued for the maximum period of two years (three years for PhD students). It can be extended after but cannot exceed the expected graduation date. For final year students additional 6 months to stay in the country is granted.

Another Important Information (I)



Can my TRP be cancelled (revoked)?

! If you decide to take the academic leave (including health related reasons) or suspend or terminate your studies, your TRP will be cancelled and you would have to leave the country within 14 days. No exceptions given.

! Please also note that in certain cases TRP can be revoked by Migration department for unsatisfactory academic performance.

Another Important Information (II)



Can I have an employment while studying?

Yes, you can be employed, as long as it does not interfere with your studies:

- Bachelor's (1st & 2nd year): Up to 20 hours/week (excl. summer break)
- All others: Eligible for full-time employment.

Can I bring my family members?

Family members (spouse and children) can be brought by master and PhD students only. The university does not mediate in this process.

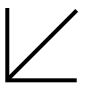
Another Important Information (III)



After my studies are completed, can I get a job search visa?

When you finish your studies you may apply for a one-year job search visa.
Please note, university does not mediate in this process.

CONTACTS



For any migration related questions:

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Email: giedrius.jankauskas@ktu.lt

For anything else:

Email: international@ktu.lt

Or visit our International Studies Office
at the Student Infocenter, Studentų st. 50, Kaunas
Mon-Thu 13:00 - 17:00
Fri 13:00 - 15:45