



Further Instructions about Residency

The certificate of residence [**Surname_FirstName_Residence.pdf**] can be a single document, or a set of different documents, that provide you not only proof of your current home address, but they also clarify your residency status over the last 5 years, calculated backwards as from the submission deadline of the SMARTNET EMJMD call for scholarships. This is required for all Partner Country applicants in particular, since they need to prove that they have not spent more than a total of 12-months, for work or study, over the last five years in any Programme Country (i.e. 12-months residency rule).

Please note, that it is *your obligation* to provide convincing evidence that you do not fall in the conditions of the aforementioned 12-month residency rule. Failure to do so will result in considering you as a Programme Country applicant, despite your Partner Country citizenship.

There are several options on what to upload:

- a) A residence certificate (official translation), issued in accordance with your municipality normal registration rules, covering the period of the last 5 years. If a proof of your current address is what your local authorities can only give you, then you can complement this with any of the below documents.
- b) Letter(s) of your current or past employer(s) that confirm your place(s) of work, and thus your residency status, covering a period of the last 5 years. These documents should be included in the file **Surname_FirstName_Residence.pdf**
- c) You can also use your academic transcripts to justify your residency status over the period of your studies. Here, a simple statement referring to them will be adequate, since the transcripts will be uploaded elsewhere in your application. If needed, you can also use them in combination with other documents to justify your residency status over the last 5 years.
- d) Scanned versions of **all pages** of your Passport (or older passport versions if needed) can also be used, since from the entry/exit stamps we can check if you have lived more than 12 months over the last 5 years in a Programme Country. Again, a simple statement referring to them will be adequate to include here, since the scanned copies can be uploaded in the file (i.e. Surname_FirstName_Passport.pdf)
- e) Other documents can include, but are not limited to, employment contract, visa certificate, rental contracts for accommodation, utility bills. In that case please provide 2 documents per year that you need to show evidence of your residency.