



DESIGN



AUDIO



GAMES



FILM



ANIMATION



SAE Dubai Presentation

Student Visa Procedure

+ Student Visa Process



- Visa application
- Residence permit Issuance
- Health Insurance
- Visa Renewal
- Visa Cancellation

+ Visa Application Procedure

Entry permit visa

- Students who are accepted and enrolled on a full-time basis have the option to apply for a visa and can be sponsored by the University. They will be issued a Student Residence Visa valid for one year. Students who wish to apply for this visa, should request for it by contacting the Admissions Officer at least 1 month before the scheduled date of entry. If the student is already in the UAE should submit the residence cancellation paper or visit visa copy.
- **Required Documents**
- Colored copy of the students passport (valid for at least 6 months) – If applying from outside the UAE
- Original passport (valid for at least 6 months) – If applying from the UAE
- passport sized photograph with white background*
- Completed visa application from
- Visa terms and conditions signed by the student
- Student undertaking letter signed by the student
- Payment for visa



Residence permit Issuance



Once the student is arrived or completed the local amendment status change please contact the Public Relation Officer at Block 2B and submit the below documents for Residence permit issuance.

1. Original passport
2. Original Active Entry Visa
3. 4 Photographs
4. If the student was inside the country change of status document
5. Old Emirates ID card Copy



Health Insurance



As part of the visa laws, all students must have health insurance for the duration of their visa. Students issued with 12 month visas have access to our group medical health insurance scheme. SAE Institute has partnered with RAK Insurance to provide a basic medical insurance plan.

This scheme is **compulsory** for visa sponsored students and optional for non-sponsored students. It provides round the clock cover for expenses incurred by students in a wide network of clinics and listed hospitals in the UAE, whether as an outpatient, inpatient or emergency admission.

Please note that SAE Institute visa-sponsored students will receive medical insurance cover after the visa is issued, the student has attended their medicals and the visa is stamped in the passport. In the interim, students will have to arrange their own health insurance.



Student Visa Renewal



Students renewing their student visa under the University sponsorship are requested to personally visit SAE Institute PRO Office **one month before the visa expiration**. Visa renewal process will take around 15 – 20 working days hence your presence will be required during the entire renewal process.

Required Documents:-

1. Original Passport
2. Emirates ID
3. Renewal Payment
4. Medical Insurance



Visa Cancellation



Students who wish to defer, interrupt or withdraw their studies are required to cancel their visa immediately by **personally** submitting the original passport and Emirates ID card to the SAE Institute PRO Office. This procedure also applies to graduating students. It will take 10 - 12 working days to complete the cancellation procedure.