

## **Request for Unique Permit**

The "Unique Permit Application" electronic service enables foreign citizens, who wish to stay and work in the territory of the Republic of Albania, to apply for a unique permit in the Republic of Albania. By making the application only electronically, the physical presence of the foreign citizen in Albania at the time of application is eliminated. The application along with the accompanying documents will be submitted online only once, and the responsible structures will process it according to the legal procedure in force until the issuance of the unique permit with an electronic stamp. Through the service, you can apply for the following reasons:

- Employment, Self-Employment;
- Highly qualified employees;
- Transferred within the enterprise;
- Investors;
- Digital Mover.

To apply for a Unique Permit, the applicant must be sure to meet the following minimum requirements:

- Possesses a valid travel document recognized in the Republic of Albania
- There is a valid motive to stay in the Republic of Albania based on Law 79/2021 "For foreigners";
- Has or provides sufficient income to afford accommodation and living in Albania;
- It does not constitute a danger to order, national security or public health in Albania.

Legal basis:

- Law 79/2021 "For foreigners";
- VKM no. 858, dated 29.12.2021 "On determining the criteria, procedures and documentation for the entry, stay and treatment of foreigners in the Republic of Albania".

### **Procedure steps**

- Choose the "Application for Unique Permit" service;
- Click the "Use" button;
- Choose the type of motive for which you will apply and download the payment mandate. Payment can be made at second level banks.
- Complete the electronic form correctly with the necessary data according to all fields;
- Upload all the documents listed in the form in the specified format;
- After making sure that the information filled in by you is correct, click the "Send" button at the bottom of the form;
- Download, print and sign the completed form online.

If there is an inaccuracy or lack of documentation, the Migration Officer of the State Police, within 5 days, notifies the applicant of the inaccuracies or deficiencies found in the documentation and the applicant is instructed to re-fill the application process by assigning a maximum period of 30 days. If the criteria are met and the documentation is complete, the applicant is notified via e-mail of the acceptance of the application, the fulfillment of the obligation to send within 7 days, through the postal service, the documentation uploaded in the application, two photographs taken in the 6th month of last, mandate payment of the service fee, photocopy of the travel document, as well as the form printed and signed by the applicant with the photo applied to it.

For the categories of foreigners, who by law must receive employment approval, the application is reviewed and approved online first by AKPA.

For the category of self-employed foreigners and investors, the evaluation of meeting the conditions for the device with a unique permit is done by the evaluation commission of the ministry responsible for finance and economy.

For the categories of foreigners who, according to the law, need to be provided with a visa, the visa is approved by the Ministry for Europe and Foreign Affairs after the employment approval has been approved by AKPA.

After the approval of the employment by AKPA and the approval of the visa by the Ministry for Europe and Foreign Affairs, the border and migration authority makes the decision to issue, change or renew the unique permit, if the applicant fulfills the conditions specified in the law. Review of the request and issuance of the unique residence permit, when the criteria required by the legislation in force are met, are done within a maximum period of 12 weeks from the day of application. The review of the request by each responsible institution must be done within a maximum period of 2 weeks. The approval or rejection of the request is notified online.

In case of approval of the unique residence permit, the unique permit is generated with an electronic stamp and sent electronically to the applicant.

**Required time of receiving the service**

12 weeks from the date of application.

**Period of validity**

1-year; 2-years; 3-years; 5-years; permanent.

**Costs**

Depending on the unique permit you are applying for.

**For more**

In regards to any questions or uncertainties about using the service you can contact at [helpdesk@e-albania.al](mailto:helpdesk@e-albania.al)