

A - The following must be attached to an application for the approval of change of position of employment (first paragraph of Article 19 of the Employment, Self-employment and Work of Foreigners Act):

- an employment contract signed by the employer;
- proof of the relevant education or professional qualification of the foreigner, or of the fulfilment of other conditions required by the employer (seventh, eighth or ninth paragraph of Article 12 of the Employment, Self-employment and Work of Foreigners Act).

In the procedure of giving consent to a written approval for change of position of employment, the Employment Service of the Republic of Slovenia will check under compulsory powers whether there are suitable unemployed persons in the register of unemployed persons.

B - The following must be attached to an application for the approval of change of employer (third paragraph of Article 19 of the Employment, Self-employment and Work of Foreigners Act):

- an employment contract signed by the employer;
- proof of the relevant education or professional qualification of the foreigner, or of the fulfilment of other conditions required by the employer (seventh, eighth or ninth paragraph of Article 12 of the Employment, Self-employment and Work of Foreigners Act);
- a statement signed by the employer on whether or not it provides accommodation for the foreigner.

In the case of an employer that has been registered for less than six months, a statement from the employer and proof that, prior to the submission of the application for the issuance of a single permit for the purpose of employing a foreigner, it had invested at least EUR 50,000 in the activity as part of which the foreigner will perform work, must be attached to the application (paragraph two of Article 27 of the Employment, Self-employment and Work of Foreigners Act).

In the procedure of giving consent to a written approval for change of employer, the Employment Service of the Republic of Slovenia will obtain the following information under compulsory powers.

- that there are no suitable unemployed persons in the register of unemployed persons;
- that the employer has been appropriately registered or entered in the Register of Agricultural Holdings or in the Business Register to pursue the activity in which the foreigner concerned is to carry out work;
- the employer is not in liquidation or bankruptcy proceedings;
- that the employer operates actively;
- that the employer filed monthly withholding tax returns for income from the employment relationship, if the employer employed workers over the last six months prior to the month in which the application was submitted or during the period of operation, if shorter than six months, and had no outstanding tax liabilities.

B1 A foreigner who will be employed in a company entered in the register of companies with a high added value or in the register of innovative start-up companies (second paragraph of Article 16 of the Employment, Self-employment and Work of Foreigners Act):

- an employment contract signed by the employer in which the foreigner is guaranteed a salary of at least the average monthly gross salary in the Republic of Slovenia as last published in the Official Gazette of the Republic of Slovenia;
- proof of adequate education or professional qualification of the foreigner, or of the fulfilment of other conditions required by the employer;
- a statement signed by the employer on whether or not it provides accommodation for the foreigner.

In the procedure of giving consent to a written approval due to the change of employer, the Employment Service of the Republic of Slovenia will obtain the following information under compulsory powers.

- that there are no suitable unemployed persons in the register of unemployed persons;
- that the employer is entered in the register of companies with high added value or in the register of innovative start-up companies;
- that the quota that limits the number of foreigners in the labour market has not been reached.

C - The following must be attached to an application for employment by two or more employers (fourth paragraph of Article 19 of the Employment, Self-employment and Work of Foreigners Act):

- an employment contract signed by the employer;
- proof of the relevant short-cycle higher vocational education of the foreigner, or of the fulfilment of other conditions required by the employer (seventh, eighth or ninth paragraph of Article 12 of the Employment, Self-employment and Work of Foreigners Act);
- an agreement between the new employer, foreigner and employer where the foreigner is already employed;
- a statement signed by the employer on whether or not it provides accommodation for the foreigner.

In the case of an employer that has been registered for less than six months, a statement from the employer and proof that, prior to the submission of the application for the issuance of a single permit for the purpose of employing a foreigner, it had invested at least EUR 50,000 in the activity as part of which the foreigner will perform work, must be attached to the application (paragraph two of Article 27 of the Employment, Self-employment and Work of Foreigners Act).

In the procedure of giving consent to a written approval for employment by two or more employers, the Employment Service of the Republic of Slovenia will obtain the following information under compulsory powers:

- that at least one month has passed since the date of inclusion in social insurance based on the first employment;
- that there are no suitable unemployed persons in the register of unemployed persons;
- that the employer has been appropriately registered or entered in the Register of Agricultural Holdings or in the Business Register to pursue the activity in which the

- foreigner concerned is to carry out work;
- the employer is not in liquidation or bankruptcy proceedings;
 - that the employer operates actively;
 - that the employer filed monthly withholding tax returns for income from the employment relationship, if the employer employed workers over the last six months prior to the month in which the application was submitted or during the period of operation, if shorter than six months, and had no outstanding tax liabilities.

C1 A foreigner who will be employed in a company entered in the register of companies with a high added value or in the register of innovative start-up companies (second paragraph of Article 16 of the Employment, Self-employment and Work of Foreigners Act):

- an employment contract signed by the employer in which the foreigner is guaranteed a salary of at least the average monthly gross salary in the Republic of Slovenia as last published in the Official Gazette of the Republic of Slovenia;
- proof of adequate education or professional qualification of the foreigner, or of the fulfilment of other conditions required by the employer;
- a statement signed by the employer on whether or not it provides accommodation for the foreigner.

In the procedure of giving consent to a written approval due to employment by two or more employers, the Employment Service of the Republic of Slovenia will obtain the following information under compulsory powers:

- that there are no suitable unemployed persons in the register of unemployed persons;
- that the employer is entered in the register of companies with high added value or the register of innovative start-up companies;
- that the quota that limits the number of foreigners in the labour market has not been reached.

D – The following must be attached to an application for the issuance of a written approval for employment, self-employment or work (second paragraph of Article 14 of the Employment, Self-employment and Work of Foreigners Act):

D1 A foreigner with at least vocational education or acquired national professional qualification in the Republic of Slovenia, who was registered for social insurance as an employed or self-employed person for at least 20 months in the last 24 months prior to the submission of the application:

- a photograph of the foreigner or reference number from the clipboard for electronic photographs;
- passport or a certified photocopy of passport of the foreigner;
- proof of adequate health insurance that covers at least emergency medical services in the Republic of Slovenia, when the foreigner states that they are not covered by compulsory health insurance in the Republic of Slovenia;
- proof of sufficient means of subsistence;
- a certificate from the criminal record of the home country of the foreigner; always in the case of a request for the issuance of the first permit, and in other cases if the authority so requests;
- proof of at least vocational education or national professional qualification obtained in the Republic of Slovenia in accordance with the seventh, eighth or ninth paragraph of

Article 12 of the Employment, Self-employment and Work of Foreigners Act.

D2 A foreigner who was registered for social insurance as an employed or self-employed person for at least 30 months in the last three years prior to the submission of the application:

- a photograph of the foreigner or reference number from the clipboard for electronic photographs;
- passport or a certified photocopy of passport of the foreigner;
- proof of adequate health insurance that covers at least emergency medical services in the Republic of Slovenia, when the foreigner states that they are not covered by compulsory health insurance in the Republic of Slovenia;
- proof of sufficient means of subsistence;
- a certificate from the criminal record of the home country of the foreigner; always in the case of a request for the issuance of the first permit, and in other cases if the authority so requests.

D3 A foreigner who completed the last year of education in the Republic of Slovenia and obtained at least short-cycle higher vocational education:

- a photograph of the foreigner or reference number from the clipboard for electronic photographs;
- passport or a certified photocopy of passport of the foreigner;
- proof of adequate health insurance that covers at least emergency medical services in the Republic of Slovenia, when the foreigner states that they are not covered by compulsory health insurance in the Republic of Slovenia;
- proof of sufficient means of subsistence;
- a certificate from the criminal record of the home country of the foreigner; always in the case of a request for the issuance of the first permit, and in other cases if the authority so requests;
- proof that they have obtained at least short-cycle higher vocational education in the Republic of Slovenia in the last two years prior to the submission of the application in accordance with the seventh, eighth or ninth paragraph of Article 12 of the Employment, Self-employment and Work of Foreigners Act;
- an employment contract signed by the employer or other proof of intended employment or self-employment.

D4 A foreigner who has completed a research work programme in the Republic of Slovenia:

- a photograph of the foreigner or reference number from the clipboard for electronic photographs;
- passport or a certified photocopy of passport of the foreigner;
- proof of adequate health insurance that covers at least emergency medical services in the Republic of Slovenia, when the foreigner states that they are not covered by compulsory health insurance in the Republic of Slovenia;
- proof of sufficient means of subsistence;
- a certificate from the criminal record of the home country of the foreigner; always in the case of a request for the issuance of the first permit, and in other cases if the authority so requests;
- proof that the foreigner completed a research work programme in the Republic of Slovenia in the last two years prior to the submission of the application (certificate from the research organisation on the completion of the research work);
- an employment contract signed by the employer or other proof of intended employment or self-employment.

In the procedure of the issuance of a single permit, the administrative unit and the Employment Service of the Republic of Slovenia will obtain the following information under compulsory powers:

- on compulsory health insurance in the Republic of Slovenia, when the foreigner states that they have compulsory health insurance in the Republic of Slovenia when providing proof of health insurance;
- from the criminal record, the record of final judgements or decisions on misdemeanours kept by the Ministry of Justice in the Republic of Slovenia;
- from the record on misdemeanours kept by the competent authorities in the Republic of Slovenia;
- final indictments filed and non-final judgments issued by the competent court;
- from the records kept by the tax authority on overdue unpaid tax obligations and on tax offences that are classified as confidential tax information;
- that the foreigner was registered for social insurance as an employed person in the Republic of Slovenia for at least 20 months in the last 24 months or that the foreigner was registered for social insurance as an employed person in the Republic of Slovenia for at least 30 months in the last three years.

Information regarding personal data protection:

- the personal data from the form is processed for the purpose of issuance of a residence permit in accordance with Article 93 of the Foreigners Act;
- the authority has the right to obtain other data as well, if this is in your interest and you have given your consent or if this is permitted by law. You can withdraw your consent from the authority at any time;
- if the required conditions are met, you have the right to access your personal data, the right to restrict processing and the right to object to processing;
- you have the right to check the accuracy of your personal data that is entered in the residence permit and the right to request for the data to be altered or, if the required conditions are met, its deletion.
- The controller stores your data in accordance with Article 115 of the Foreigners Act;
- the authorised person of the controller for the protection of personal data at the Ministry of the Interior can be contacted at the e-mail address: dpo.mnz@gov.si;
- if you are of the opinion that your data is being processed illegally, you can file a complaint with the Information Commissioner.