

Passport & Immigration Office

Guidelines for Application of Residence Permit for Internship/Placement of Non – Citizens in Mauritius

PART I

1A. Eligibility for Residence Permit for internship/placement in Mauritius

- A non-citizen is eligible for internship/placement in Mauritius where he is currently studying or has completed his studies.
- The non-citizen should in a first place secure an acceptance letter from a local company/organisation in Mauritius.
- A non-citizen applying for internship should be a student currently undergoing at least an undergraduate programme in an educational institution abroad.
- A non-citizen applying for placement should be holder of at least a Bachelor's Degree and be employed by a company abroad.

1B. Application for Residence Permit for internship/placement

The application for Residence Permit for the internship/placement should be made to the Passport and Immigration Office by the concerned local company/organisation in Mauritius on behalf of the non-citizen or by the non-citizen himself.

Applications submitted by entities other than the ones mentioned above will not be accepted.

► Documents to be submitted (in original):

- Form "Application to Enter Mauritius" duly filled in and signed by the non-citizen.
- Two recent passport size photographs of the non-citizen.
- Photocopy of the bio-data pages of his passport.
- Letter of acceptance to undergo:
 - (i) internship at a local company/organisation in Mauritius; or
 - (ii) placement at a local company/organisation in Mauritius as required by a company based abroad

Note: the letter of acceptance should include details about the duration of the internship/placement and confirmation by the local company/organisation that the internship/placement is full-time. The period of internship/placement should not exceed six (6) months, except for specific cases such as internship related to pre-registration medical doctors.

- Letter from the foreign educational institution to the effect that the internship to be undergone in Mauritius forms part of a course of study being followed by the non-citizen.
- A letter from the foreign company certifying that the non-citizen is currently employed thereat and the placement is required to enhance his skills and experience.

- A tripartite agreement among the non-citizen, the educational institution/company abroad, and the receiving local company in Mauritius.
- Proof of funds or financial capacity of the non-citizen to meet the costs of his internship/placement in Mauritius.
- Letter of confirmation of accommodation in Mauritius from a local tenant as well as copies of his national ID/passport and utility bills.
- A medical certificate from a medical practitioner based in the country of origin/residence of the non-citizen certifying that the latter is not suffering from the following:
 - (i) HIV;
 - (ii) Hepatitis B;
 - (iii) lymphatic filariasis; and
 - (iv) Leprosy
 Tests results and Chest X-ray report should be submitted.
- Any other documents required by the Passport and Immigration Office.

Note:

- All documents submitted should be duly signed and bear seals, where applicable.

1C. Determination of Residence Permit for internship/placement

- A complete application for Residence Permit for internship/placement would, in principle, be determined by the Passport and Immigration Office within 10 working days.
- An incomplete application would not be accepted by the Passport and Immigration Office.
- The non-citizen as well as the company/organisation would be informed of the outcome of the application.
- Where an application is approved, the Passport and Immigration Office would issue an entry permit valid for a period of one month to enable the non-citizen to travel to Mauritius.
- Within two weeks of his arrival in Mauritius, the non-citizen should report to the, Student Permit Section of the Passport and Immigration Office, 9th Floor, Sterling House, 9-11 Lislet Geoffroy Street, Port Louis to submit a return air ticket and a medical certificate from a local medical practitioner certifying that the non-citizen is not suffering from the following:
 - (i) HIV
 - (ii) Hepatitis B
 - (iii) lymphatic filariasis
 - (iv) Leprosy
 Tests results and Chest X-ray report should also be submitted.

- The non-citizen would, upon submission of the required documents, be issued with a residence permit.
- Within two weeks of his arrival, the non-citizen has to submit the return ticket and the final medical certificate, failing which, the approval for residence permit would be rescinded.

1D. Conditions of the Residence Permit for the internship/ placement

The non-citizen who has been granted a Residence Permit for the internship/ placement is not allowed to draw a salary or wages in Mauritius. However, the local company in Mauritius may grant the non-citizen a stipend.

PART II

General Information

2A. Eligibility for internship/ placement

A non-citizen, who is already in Mauritius would not be eligible to apply for internship/ Placement.

The applicant is allowed to travel to Mauritius only after his application for internship /placement has been approved.

2B. Cancellation of Residence Permit (Intern)

The residence permit for internship/ placement shall be cancelled if the holder no longer satisfies the criteria and conditions of the Permit or has acted in contravention to any law of Mauritius or has given any false or misleading information at the time of application.

2C. No fees applicable

Application and Issuance of Residence Permit for internship/ placement is free of charge.

Application forms, guidelines and other useful information are obtainable from the following URL addresses:

<https://pmo.govmu.org> or <https://passport.govmu.org>

or from the

Passport and Immigration Office (Student Section)
9th Floor, Sterling House, 9-11 Lislet Geoffroy Street, Port-Louis
Tel: +(230) 260 2073 and 260-2208
Fax: +(230) 210 9322
Email: pio_student@govmu.org