

## Embassy Tallinn – Fulbright Q&A

- **Who we are?**

### Students:

Dana Kaufman - arrival in September 2012. Main affiliation is the Estonian Academy of Music and Theater, project title Capturing Sounds of Russian Estonia: A Project in Recording and Music Composition. Main academic affiliation is Dr. Margus Pärtlas, [margus@ema.edu.ee](mailto:margus@ema.edu.ee), Vice Rector; however, for all practical matters the main point of contact is either Ms. Hanneleen Pihlak, [hanneleen@ema.edu.ee](mailto:hanneleen@ema.edu.ee) or Ms. Katrin Makarov, [katrin@ema.edu.ee](mailto:katrin@ema.edu.ee) at the International Relations Department.

Stephanie Antetomaso – arrival in September 2012. Main affiliation is the University of Tartu and for all the exchange related questions please contact Ms Ülle Tensing, [yлле.tensing@ut.ee](mailto:yлле.tensing@ut.ee).

### Scholars:

Johanan (John) Bernstein – 5 months, arrival time TBC. Dr. Bernstein's academic affiliation will be at the Baltic Film and Media School of Tallinn University. The project title is The Estonian Film Challenge, the main contact will be the Director of the school Ms Katrin Saks, [katrin.saks@tlu.ee](mailto:katrin.saks@tlu.ee); for residence permit your main contact would be Ms. Marvi Pulver, Head of the International Relations Dept. of the Tallinn University, [marvi.pulver@tlu.ee](mailto:marvi.pulver@tlu.ee)

David King – 5 months beginning in February 2013. Dr King's academic affiliation is at the Viljandi Academy of Culture of University of Tartu, location in Viljandi. His project is Intercultural Dance Praxis in Estonia, and the main academic contact is Dr. Anzori Barkalaja, but for residence permit and all other questions Ms Margot Must is the main contact, [margot.must@kultuur.edu.ee](mailto:margot.must@kultuur.edu.ee)

Kersti Linask – 5 months beginning in September 2012. Dr. Linask's academic affiliation is at the University of Tartu, Hematology-Oncology Clinic of the Hospital of the University of Tartu and her research is Stabilization of Bone Marrow Mesenchymal Stem Cell Cardiomyogenic Commitment. Main academic contact is Dr. Hele Everaus, [Hele.Everaus@kliinikum.ee](mailto:Hele.Everaus@kliinikum.ee). For residence permit the main contact will be the International Relations office, Ms. Ülle Tensing, [yлле.tensing@ut.ee](mailto:yлле.tensing@ut.ee)

Richard Hoffman – 5 months, arriving in February 2013. Dr. Hoffmann's project is International Management Education and Scholarship in the Baltics and his academic affiliation will be at the University of Tartu, Faculty of Economics and Business Administration. Main academic contact is Dean Toomas Haldma, [majandus@ut.ee](mailto:majandus@ut.ee); [toomas.haldma@ut.ee](mailto:toomas.haldma@ut.ee). For residence permit the main contact will be the International Relations office, Ms. Ülle Tensing, [yлле.tensing@ut.ee](mailto:yлле.tensing@ut.ee)

- **What necessary documents should the grantees bring from the U.S. to their host country? What documents are needed for long-term residency permits?**

Grantees are advised to consult the web-page of the Estonian Police and Border Guard Board for the list of required documents.

Please work closely with your host institution's foreign/international relations department in regards to the paperwork.

Information about obtaining a long-term residency permit is available at:

**For Students:** <http://www.politsei.ee/en/teenused/residence-permit/temporary-residence-permit/for-study/>

<http://www.politsei.ee/en/teenused/residence-permit/temporary-residence-permit/for-study/procedure.dot>

**For Scholars:** <http://www.politsei.ee/en/teenused/residence-permit/temporary-residence-permit/for-employment/index.dot>

<http://www.politsei.ee/en/teenused/residence-permit/temporary-residence-permit/for-employment/required-documents.dot>

Required documents for a long-term residency permit (many of which are available online) are:

- Standard application form;
- "Application for issue or extension of temporary residence permit";
- "Information concerning close relatives, spouse, family members and dependants" ;
- Employer confirmation that he/she will employ the alien bearing the consent of the Labor Market Board (additional form for the scholars, provided by the host institutions);
- Additional form "Confirmation of educational institution or students organization that the student will start studies in certain educational institution," confirmation is valid for up to two months from the date of its issue (for the students, provided by the host institution);
- An explanation why the applicant desires to work in Estonia (for scholars);
- Standard curriculum vitae ;
- Identity document for the applicant;
- Color photograph sized 40x50 mm (easily obtained in photo booths);
- Document certifying payment of the state fee.

Please note that dependents also need to apply for a residence permit themselves (along with the grantee). Please also note that if your child is above the age of 18, Estonian legislation considers him/her an adult and he/she needs to apply for a residence permit in the category of sufficient legal income. However, the applicant's parents' income can also be used to fulfill this requirement.

(<http://www.politsei.ee/en/teenused/residence-permit/temporary-residence-permit/on-the-basis-of-legal-income/index.dot>)

The Estonian Police and Border Guard Board take up to 60 days to process your application; however, in most cases, it will not take that long. Still, it is advisable to start the process as early as possible to avoid exceeding the 90-day limit of visa-free stay in the country. Please note, that on some cases the

explanatory note on behalf of the IIE or CIES is required in order to explain the nature of your health insurance. If that is the case, please consult either Jane Susi at the Embassy or your respective program officer at IIE or CIES.

**Are original birth certificates required for the grantee and dependents to receive a residency permit? Do these documents require an apostil?**

Yes, originals are required for the dependent to receive a residency permit. The birth certificate does require an apostil. Please note, that according to the Estonian legislation a dependent is a child, who is under 18.

- **Is it necessary to bring the grantee's marriage license? If so, does it require an apostil?**

Yes, the original marriage license is required for spousal residency permits. It also requires an apostil.

- **Is a visa required to enter Estonia? Does a dependent need a visa?**

No visa is required to enter Estonia. U.S. citizens may stay in Estonia for up to 90 days within a six-month period without a long-term residency permit or visa. However – please check with IIE/CIES on latest developments in U.S. airlines policies.

- **Will the grantee need to get a work permit?**

In order to legally work in Estonia, the grantees must apply for a work permit as soon as possible after arriving in Estonia (preferably within the first week for scholars). This will allow the grantees to legally work at the host institutions while the paperwork is being processed. As a scholar you will be assisted by the respective department at your host institution, which will provide the necessary paperwork for the Police and Border Guard Board.

Students need to apply for a student residence permit for studying in Estonia (preferably within the first week).

Where a long-term residency permit is required (i.e., for stays of longer than 90 days), grantees should file applications for work permits and long-term residency permits at the same time. Grantees should work closely with their host institutions to complete and file the necessary paperwork. Please note that you would need to start your paperwork during the first 30 days of your stay. The Board can take up to 90 days to process your application. We recommend starting the paperwork during your first week.

- **What is required if the American's spouse has dual citizenship (U.S. and that of the host country)?**

If the spouse has Estonian citizenship, he/she does not need to apply for a visa, residence permit, or work permit.

- **Are medical tests required for American grantees to enter Estonia? For example, is an HIV test necessary? Do accompanying children need HIV tests? Is a TB test (or X-ray) required for the grantee or accompanying dependents?**

Grantees do not need visas – U.S. citizens are allowed to enter the country and stay up to 90 days without visa. However, please be aware of the different airline policies about possible return policies. Please consult IIE/CIES for flight policies. No medical forms are required to obtain work or long-term residency permits. However, grantees, spouses, and dependents must be fully insured.

- **Can the Post provide grantees any guidance or assistance in enrolling their accompanying children in school? Are there English-language schools or are schools only in the local language? What is the cost for attending and when are the deadlines for applying to these schools?**

The Post can offer limited assistance in contacting private English-language schools. Most Embassy children attend the International School in Estonia, which is located in Tallinn. Information about fees and applications can be found on the school's website (<http://www.ise.edu.ee/>). There is a limited option for private English-language tutoring in Tartu as well. Please direct specific inquiries to the Fulbright coordinator Jane Susi at the U.S. Embassy ([susij@state.gov](mailto:susij@state.gov))

- **How can the grantee locate an apartment in his or her host city? Are there any suggestions or advice to be given when searching for apartments?**

Previous grantees strongly recommend that future Fulbright grantees start looking for housing well in advance to arriving in Estonia in order to secure appropriate housing. Host institutions will usually assist grantees in finding housing. Please be aware that the real estate prices are still relatively high in Estonia, even when renting an apartment, especially for shorter period of time. You might want to contact previous Fulbright grantees to Estonia to ask for specific instructions and possible rental apartment contacts. Previous scholars and students have used the real estate company Ober Haus (<http://www.ober-haus.ee/pages.php/03>) when looking for an apartment. The prices in the center of Tallinn are approximately 650 USD per month for a 65 square meter apartment. Less expensive options are available outside of the center. You may also find a lot of information in Internet about housing availabilities in Tallinn and in Tartu.

- **What about food preparation? Can typical American items be found in Estonia? Any shopping recommendations?**

Some American brand name kitchen appliances cannot be purchased in Estonia, but do not worry since the local brands are just as good. There are many low cost shopping malls, for example Konsum, Comarket and Säästumarket, where you can purchase kitchen appliances. Stockmann in Tallinn has relatively international choice of food items; for specific American style ingredients you might want to check out the small business of Pepper Store – (*Piprapood*) – [www.pipar.ee](http://www.pipar.ee)

Almost all typical foods that Americans consume can be found in Estonia. Some of the previous grantees felt that natural food, like fruits, vegetables and fish are pricey in Estonia. Obtaining a membership card at any of the department stores or the *ITIC/ISIC* card is a good idea since it will provide numerous savings not only on food, but also on bus trips and in other places.

- **Are there any great places for meeting other Americans or other international visitors to Estonia?**

Previous grantees have said that the Dorm, as well as the international student exchange website [www.esn.ee](http://www.esn.ee), has put them in contact with other American and Foreigners. Registration is necessary for the website to receive updates on local events. In addition, there are a few local bars that are enjoyed

by foreigners. These bars are *Illegaard, Wilde* and an American ex-pat owned *Café Bianca at the Creative Industries Centre* in Tartu and the bars *Nimeta, Molly Malone's* and *Beer House* in Tallinn (People seem to like *Drink Bar* quite a bit, too). Taking a free Estonian language course would also introduce you to other locals and foreigners. Look at different opportunities offered by your host institution; and please let the Embassy know, if you would be interested in having your e-mail address included on Community Liaisons Officer's e-mail list for different cultural and entertainment opportunities, like hiking trips, get-togethers, sport events and cultural information. Website for recommendations: <http://www.inyourpocket.com/estonia/tallinn>

- **What about learning the Estonian language?**

Previous grantees have said they have been able to get along without knowledge of Estonian language. However, the grantees have recommended learning the language, or at least trying, in order to form relationships with natives. Even though you might end up speaking only English, it is important for Estonians to see that you are at least trying to learn their language.

- **Where can I get more information about Estonia in general?**

There are a couple of informative web-pages about Estonia you might want to discover. <http://www.visitestonia.com/> offers information for tourist purposes, while more facts can be obtained from <https://www.cia.gov/library/publications/the-world-factbook/geos/en.html> The U.S. Embassy's website in Tallinn is <http://estonia.usembassy.gov/>. Please do not hesitate to contact Jane Susi ([susij@state.gov](mailto:susij@state.gov)), the Fulbright program coordinator at the U.S. Embassy, if you would have more questions.

- **Any questions, suggestions or tips from previous grantees? Previous grantees have permitted the Embassy share their contacts strictly with Fulbright grantees to Estonia.**

- **Practical information:**

**Calling card for mobile phone**

The easiest way to use your mobile phone is by using the calling card. You can buy them in R-Kiosks, telephone shops, shopping centers etc. The cost is between 25 and 250 EEK.

The most frequently used calling cards are the following:

Smart [www.tele2.ee/konekaart/smart](http://www.tele2.ee/konekaart/smart) (provider company Tele2 [www.tele2.ee](http://www.tele2.ee));

Simpel [www.simpel.ee](http://www.simpel.ee) (provider company EMT [www.emt.ee](http://www.emt.ee));

Zen [www.elisa.ee](http://www.elisa.ee) (provider company Elisa [www.elisa.ee](http://www.elisa.ee)).

**Public transportation**

Tickets can be bought in R-Kiosks, shopping centers and from the driver of the vehicle. The tickets are valid on all buses, trams and trolley-buses operating within Tallinn city borders.

Make sure that you have a valid ticket before getting on public transportation, or that you buy one from the driver immediately upon entering. Please note that tickets bought from the driver are more

expensive than the ones bought in R-Kiosks, shopping centers, etc. You must punch or validate your ticket immediately after entering the bus, trolley or tram. Passengers travelling without tickets will be fined. One ticket is valid only for one ride, except the special 1-hour, 2-hour and 24-hour category tickets.

The most economical way to get around with public transportation is by using tickets valid for 1 or 2 hours. Please remember to have the time stamped on your ticket immediately upon entering the vehicle.

### **Taxi**

The prices vary between 0.35 – 0.70 EUR/km during the day, and 0.80 – 1.20 EUR/km at night. The starting fee is between 2,5 – 4,5 EUR. Please check the price list on the taxi window of before taking the ride. Some phone numbers for calling a taxi: Tallink taxi (372) 6408921; IR taxi (372) 6380000; Sõbra taxi: (372) 6215080 (all in Tallinn).

### **Currency exchange**

Currency can be exchanged in the biggest banks: SEB, Swedbank, Sampo, Nordea or at a currency exchange company, Tavid, located in all of the biggest shopping centres (tel: 6279900 [www.tavid.ee](http://www.tavid.ee)).

### **Shopping centers**

**Kristiine Keskus** – address: Endla 45 ([www.kristiinekeskus.ee](http://www.kristiinekeskus.ee)), **Viru Keskus** - address: [Viru väljak 4](http://www.virukeskus.com) ([www.virukeskus.com](http://www.virukeskus.com)), **Solaris**– address: Estonia pst 9 ([www.solaris.ee](http://www.solaris.ee) ) Most of the shops are open daily from 10 to 21.

### **Tallinn Tourist Information Centers** ([www.tourism.tallinn.ee](http://www.tourism.tallinn.ee))

Address: the Old Town office – Niguliste 2; and in Viru Shopping Center – Viru väljak 4