



Checklist for National Visa D for Switzerland: Study

Please submit the documents in the exact order given below, please do not staple any document.	☒
Visa application form: ➤ Completed and signed by the applicant (3 copies, signature in handwriting) ➤ The visa application form is free of charge and can be downloaded from the website: https://www.sem.admin.ch/sem/en/home/themen/einreise/visumantragsformular.html Important information for minors (under the age of 18) Both parents must sign the visa application form and the following additional documents are required: - The birth certificate of the minor (containing both parents names). If the document is not in German, English, French or Italian, a translation by an official translator in one of those languages is needed. - Copies of passports from both parents Consent letter of parents who do not travel with minor, certified by a Canadian authority. - The relevant court documents, if only one parent has guardianship. - Death certificate, if one of the parents passed away.	☐
Three legible photocopies of your passport (photo, data and signature pages only) ➤ Your passport must be valid at least three months beyond the intended stay, issued within the previous ten years. The passport must have at least two blank visa pages.	☐
Two loose passport size pictures according to requirements	☐
Proof of residency: If you are not a Canadian citizen, two photocopies of your proof of residency in Canada (PR card, both sides copied on one sheet OR Canadian work or study permit and visa in your passport)	☐
Visa Fee ➤ Information listed on the website. Children and spouses of SWISS and EU/EFTA nationals are exempt from visa fees only if they include a copy of the Swiss or EU passport of parent or spouse and proof of family relation (marriage/birth certificate)	☐
Supporting documents <u>Please note, each and every supporting document must be provided in duplicate</u> ➤ Confirmation of enrolment at the school or university in Switzerland ➤ Confirmation of payment of tuition fees (if the tuition is not paid yet, please mention why not and when the payment will be made) ➤ Details of income and assets, with official proof and/or bank statements for the last 3 months. If you are financially supported by a third person: Signed letter of sponsorship, copy of passport and official proof and/or bank statements (last three months) of the sponsor. ➤ Confirmation in writing that you will leave Switzerland after completion of the studies ➤ A curriculum vitae (CV) mentioning biographical data, study and work progress ➤ A motivation letter specifying why you wish to study in Switzerland and how these studies will help you to achieve your future goals	☐

Please note:



- National visas are reviewed by immigration officials (cantonal migration office) in Switzerland. This means that all mentioned supporting documents are **strongly suggested**. Missing documents may delay the visa process.
- If you cannot provide a document, mention the reason for it (**explanation in duplicate**)
- The cantonal immigration office in Switzerland may contact you if further documentation is needed.
- The Consulate may request a personal interview or additional documents at any time during the visa process
- Once you submitted the application, the Consulate does not have access to your file and, hence, does not know the status of your application
- Once your visa has been approved, you will be informed by the immigration office and a file number will be given to you (in German: ZEMIS, in French: SYMIC, in Italian: SIMIC). Please contact the competent Consulate for further instructions when you have received the file number or a confirmation that your visa has been approved.