



## VISA REQUIREMENTS FOR STUDENT VISA (MORE THAN 90 DAYS)

You must apply for a student visa in order to be allowed to study in Switzerland. As the procedure can take up to **4 months**, it is advisable that you start it as early as possible.

**Each applicant has to present all documents listed below. Note that the originals will not be returned.**

	✓	X
<b>1 Visa Application</b>		
Three complete <b>visa D long stay</b> applications form duly filled in, dated and signed <a href="https://www.sem.admin.ch/dam/data/sem/einreise/visumantragsformulare/visumantrag-visumd-fr-en.pdf">https://www.sem.admin.ch/dam/data/sem/einreise/visumantragsformulare/visumantrag-visumd-fr-en.pdf</a>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Minors:</b> (under the age of 18) <b>Both parents must sign the visa application forms and add copies of their passports as well as a copy of the child's birth certificate. If there is only one guardian please present proof of custody such as divorce papers, birth or death certificate, custody order, etc. If one parent is unable to sign the forms, he/she must submit a letter of agreement together with a copy of his/her passport bearing the signature of the holder. If the child is travelling with only one parent, the written consent of the other parent is required as well as a copy of the passport of the latter bearing the signature.</b>	<input type="checkbox"/>	<input type="checkbox"/>
Three recent passport-sized colour photograph, in accordance with the guidelines of International Civil Aviation Organization (ICAO), with a white background, not damaged and stapled. <a href="https://home-affairs.ec.europa.eu/system/files_en?file=2016-12/icao_photograph_guidelines_en.pdf">https://home-affairs.ec.europa.eu/system/files_en?file=2016-12/icao_photograph_guidelines_en.pdf</a>	<input type="checkbox"/>	<input type="checkbox"/>
<b>2 Travel documents</b>		
Original passport still valid for 6 months after the date of application. It shall contain at least two blank pages and should have been issued within the previous 10 years. <b>Please also submit all previous passports, either valid or cancelled.</b>	<input type="checkbox"/>	<input type="checkbox"/>
For foreign nationals residing in Ghana: A photocopy of the valid residence permit. It must be valid for further three months after the intended departure from the Schengen area.	<input type="checkbox"/>	<input type="checkbox"/>
2 Photocopies of passport and of all pages with valid visas	<input type="checkbox"/>	<input type="checkbox"/>
<b>3 Justification of the stay</b>		
Original and 1 photocopy of the <b>letter of acceptance</b> by the school / university	<input type="checkbox"/>	<input type="checkbox"/>
2 photocopies of <b>school certificates/diplomas</b>	<input type="checkbox"/>	<input type="checkbox"/>
2 <b>detailed plans of study</b> from the selected school / university	<input type="checkbox"/>	<input type="checkbox"/>
2 <b>CV</b> (curriculum vitae), signed by the student	<input type="checkbox"/>	<input type="checkbox"/>
<b>2 motivation letters</b> in which you identify your plans for the future (e.g. professional developments intended by the student after having finished the studies in Switzerland, explanation as to how the student considers his future is going to benefit from these studies, etc). The letters must be signed by the student.	<input type="checkbox"/>	<input type="checkbox"/>
<b>Written declaration to leave Switzerland</b> at the end of studies	<input type="checkbox"/>	<input type="checkbox"/>
<b>Proof of language skills</b> (German, French, Italian or English)	<input type="checkbox"/>	<input type="checkbox"/>

#### 4 Proof of sufficient financial means to cover the cost of the trip

Proof of **sufficient funds** (1 original + 1 photocopy) for the duration of the course or for one year if it concerns a long duration course. In order to do so, you need to submit one of the following:

- a) Declaration of sponsorship as well as an attestation of income or fortune from a solvent person established in Switzerland (if he/she is a foreigner, must be in possession of a valid residence permit in Switzerland)
- b) Confirmation from a bank recognized in Switzerland concerning the existence of sufficient property value; in this regard, the banks authorized by the “*Autorité fédérale de surveillance des marchés financiers*” are recognized in Switzerland
- c) 3 month’s bank account statement in country of residence, with sufficient funds to cover at least 1 full year of studies including school fees, accommodation, food, transport and living cost. This bank needs to be recognized in Switzerland (<https://www.finma.ch/en/search#query=bank>).
- d) A proof of a guaranteed scholarship

#### 5 Visa fee

Visa for students with the purpose of study in Switzerland is free of charge

**! For D type visa, the process time takes between 8 – 16 weeks!**

The complete application will be forwarded to the competent authorities in Switzerland for the decision. Please be aware that the decision from the competent Swiss authority is final.

If the decision from the authorities in Switzerland is positive, the applicant must submit a valid passport for the visa.

**Within the first 14 days** following your initial entry you will have to declare your arrival at the Foreign Police or Town Registrar at your place of residence:

German: Fremdenpolizei / Einwohnerkontrolle;

French: Police des étrangers / Contrôle des habitants;

Italian: Ufficio degli stranieri / Controllo degli abitanti).

The permit to stay, study or work in Switzerland will be issued upon notification of your arrival.

**Non-compliance with the set guidelines (items not presented / photocopies missing) will lead to the application being rejected without being processed.**