



Application for long term **work visa** for non EU/EFTA citizens

For stays in Switzerland of more than 90 days, a residence permit is necessary. Non EU/EFTA citizens require a national visa D in order to receive such a permit.

Residents in the Nordic and Baltic countries with a valid resident permit and a recognized national passport have to submit the application at the Regional Consular Centre in Stockholm.

How to apply for the visa:

1. The employer in Switzerland submits the application for a work permit to the competent cantonal authority (cantonal labor market authority resp. migration authority – see [list](#)).
2. If the requirements are met, the cantonal migration authority issues an authorization to issue the visa (i.e. a letter mentioning the ZEMIS/SYMIC number).
3. The applicant submits the following documents to the Regional Consular Centre in Stockholm:
 - 1 copy of the above-mentioned authorization.
 - 1 application form duly filled in and signed. Fill it in online [here](#).
 - Passport that is valid for at least three months after the planned entry date in Switzerland, has at least one blank page and has been issued within the previous 10 years.
 - 1 copy of the passport (pages with photo, personal data and signature).
 - 1 passport-sized picture (recently made color picture, 3.5cm - 4cm with white background, head takes up 70-80% of the surface).
 - 1 copy of the residence permit of a Nordic or Baltic Country.
 - Visa application fee, to be paid in cash or by credit card.

Exceptions:

Doctoral students who are gainfully employed according to the art. 40 VZAE/OASA must submit a visa application before that the cantonal authority can process the employer's application in Switzerland (see point 1 above).

In these cases, the following documents need to be submitted to the Regional Consular Centre in Stockholm:

- 3x visa application form for National Visa, duly filled in and signed. Fill it in online [here](#).
- 3x passport-sized pictures (recently made color pictures, 3.5cm - 4cm with white background, head takes up 70-80% of the surface).
- 2x copies of the passport (which has to be valid for at least three months after the planned entrydate in Switzerland, has at least one blank page and has been issued within the previous 10years).
- 2x copies of the residence permit of a Nordic or Baltic Country.
- 2x copies of the work contract.
- Letter of motivation including the reason for studies in Switzerland and the future plans after the studies, 1 original and 1 copy.
- For postdoctoral researcher (postdoc) only: visa application fee, to be paid in cash or by credit card.

The visa application is then forwarded to the competent authority (see [list](#)) for decision, which is typically taken within 8-12 weeks. Once the visa is approved, the applicant has to submit the original passport to the Regional Consular Centre, together with a copy of the authorization to issue a visa (i.e. a letter mentioning the ZEMIS/SYMIC number) issued by the responsible cantonal authority.

Additional information

Visas applications have to be submitted during [counter opening hours](#) (no appointment needed). Once approved, the visa is usually ready for pick-up on the same day after 2pm.

If the applicant is married to an EU/EFTA citizen, he/she must provide a proof of the marriage from the spouse's country of origin to receive the visa free of charge. Please contact the Regional Consular Centre in Stockholm for further information on this subject.

If the applicant has regular residency in a Nordic or Baltic country but cannot come personally to Stockholm, the above-mentioned documents can be sent by mail and the fees can be paid by bank transfer. Please contact the Regional Consular Centre in Stockholm for further information on this subject. The Regional Consular Centre assumes no responsibility for delivery delays or liability in the event of loss or damage of the documents, nor for any consequential costs that may arise.

The entry visa D allows to travel through the Schengen states and enter Switzerland during its validity. Within the first 14 days following the initial entry, the applicant has to declare the arrival at the Registry office and Migration office at the place of residence (German: Einwohnerkontrolle/Migrationsamt, French: Contrôle des habitants/Police des étrangers; Italian: Controllo abitanti/Ufficio stranieri). The permit to stay, study or work in Switzerland will be issued upon notification of the arrival.

Please do not hesitate to contact the Regional Consular Centre if you have any further questions.

Stockholm, 05/12/2019