



### **Student visa for stay of more than 90 Days (National type D visa)**

EU / EEA citizens can get in touch directly with the responsible immigration offices of the cantons in Switzerland without having to contact the Swiss representation.

[https://www.sem.admin.ch/sem/de/home/ueberuns/kontakt/kantonale\\_behoerden/adressen\\_kantone\\_und.html](https://www.sem.admin.ch/sem/de/home/ueberuns/kontakt/kantonale_behoerden/adressen_kantone_und.html)

Non-EU / EEA citizens who wish to visit a school or university for more than three months must submit a visa application to the Regional Consular Center in Vienna. The application must be submitted personally during the opening hours.

The following documents are required:

1. Three visa application forms (in English, German, French or Italian) duly completed and signed by the applicant: See "**National (type D) visa application form**" on the website <https://www.sem.admin.ch/sem/de/home/themen/einreise/visumantragsformular.html>
2. Three loose, identical Schengen-type passport photos of recent date (in colour against a white background)
3. Original passport, which must be valid at least three months longer than the validity of the visa and have at least two empty pages, together with two copies (pages with photo, personal information and signature)
4. Original residence permit with two copies, if not resident in country of origin
5. Confirmation/enrolment document from the school or university (original with two copies)
6. Confirmation of payment of tuition and other fees (original and two copies)
7. Letter explaining your motivation: the reasons you have opted for education in Switzerland and for a particular course of study, the exact nature of this course of study, the desired outcome (diploma, other academic qualification), planned career path on completion of the studies, the advantages expected for your future career, etc. (two copies)
8. A signed undertaking that the applicant will leave Switzerland on completion of the training/course of study (two copies)
9. Originals of diplomas, school certificates, course of study obtained/completed so far with translations (English, German, French or Italian) with two copies. Proof of any language courses followed and relevant diplomas should be included.
10. Curriculum vitae in English, German, French or Italian (two copies)
11. Financial documents (e.g. bank statement covering last three months, statement of bank balance, proof of grant, etc.) (original and two copies)
12. Where applicable a sponsor's guarantee in English, German, French or Italian (original and two copies) with proof of ability to pay (e.g. bank statement covering last three months, statement of bank balance, proof of grant, etc.) in two copies with two copies of his passport (pages with photos, personal details and signature)

**Additionally, for minors (below the age of 18):**

13. Signature of both parents or legal guardians on application forms (see under 1 above) together with two copies of their passports.
14. At least one of the persons entitled to education must also be present at the time the documents are submitted.
15. Original birth certificate authenticated and translated into English, German, French or Italian, with two copies

The competent Swiss authorities may at any time request additional documentation, and if appropriate may require a language ability test, to be conducted by the Regional Consular Centre in Vienna, to assess the student's knowledge of languages.

The visa application must be submitted **in person** in Vienna during office hours. Probably incurred postage fees must be paid in cash at the time of submission. Processing begins on reception of the duly completed forms by the Swiss representation, together with the supporting documents.

The application will be forwarded to the competent migration authorities in Switzerland for a decision. The decision of the Office for Migration will be mailed directly to you. Please bear in mind that this procedure normally takes between 6 and 12 weeks. The Regional Consular Centre in Vienna will only be able to issue a visa once authorization has been granted.

Once the authorization to enter Switzerland has been granted, the visa can be collected:

- 1) In person (or through a person carrying a written authorization) without prior appointment during the opening hours at the Regional Consular Center in Vienna (by the applicant himself or by an authorized third person). Please bring your passport and the letter of authorization "Ermächtigung zur Visumerteilung" with you. To process your application smoothly we suggest you arrive as early as possible. Then normally the visa is ready the same afternoon.
- 2) The passport can also be sent by post. Documents can however only be returned within our consular circumscription. The visa will be issued within approximately one week once our accounting department has confirmed the payment of the postal fees.  
In order to clarify the postal fees and the payment terms, please write an e-mail to [vie.rkc@eda.admin.ch](mailto:vie.rkc@eda.admin.ch).

If you have any questions, please contact the Regional Consular Center ([vie.rkc@eda.admin.ch](mailto:vie.rkc@eda.admin.ch)).