



Exchange of young professionals (trainees)

Switzerland has concluded a trainee exchange agreement with Japan in order to enable young professionals to acquire further professional and linguistic skills in Switzerland. Work permits can be granted for a maximum of 18 months.

If you wish to undergo professional training in Switzerland, finding a trainee vacancy is essentially your responsibility. Once you have found an employer and signed an employment contract, you have to submit the complete application at our Embassy in Tokyo. We need the following documents:

- 2 originals of the **official application form**, fully completed and signed
- 2 copies of the **contract of employment** with the training program
- copy of your **vocational diploma or university degree**
- your **current CV**
- copies of **employment certificates** (if applicable)
- passport copy

The application form as well as all further information can be found [here](#) (website of the State Secretariat of Migration).

The Embassy will forward the complete application to the State Secretariat for Migration for approval. Usually the processing of the application takes 4 – 8 weeks. The Embassy is not involved in the decision process.