



## Birth in Kosovo to parents who are not married: entry in the Swiss civil status register

21.01.2022

### Documents

- ☐ original birth certificate of your child (Certifikatë e lindjes) with apostille
- ☐ foreign passport of the child, if available
- ☐ passport copies of both parents
- ☐ address of domicile of both parents
- ☐ Acknowledgement of paternity provided with the Apostille of the Ministry of Internal Affairs of Kosovo and translated into a Swiss national language.

**If you (a parent) do not hold Swiss nationality and are not yet registered in the Swiss civil status register, please submit the following:**

- ☐ Passeport or identity card.
- ☐ original birth certificate (Certifikatë e lindjes) with apostille
- ☐ original extract of the registry of the civil status (Ekstrakt nga regjistri qendror i gjendjes civile) with apostille
- ☐ original archive certificate (Vërtetim nga arkivi) mentioning civil status prior to the marriage, with apostille and translation
- ☐ original certificate of civil status (Certifikatë e gjendjes martesore) mentioning the civil status at the moment of the marriage with apostille.
- ☐ original certificate of current residence (Certifikatë e vendbanimit) with apostille
- ☐ if widowed: original death certificate (Certifikatë e vdekjes) issued by the country where the death occurred with apostille.
- ☐ if divorced: copy of the divorce decree that specifies when it entered into force (Kopje te vendimit te shkurorëzimit) with apostille and translation.

The original documents are submitted to the civil status authority concerned in Switzerland and must not be older than six months. They will not be returned. Photocopies are not accepted. Additional documents may be required if necessary.

## Translation

Any judgment or decision drawn up in local languages must be translated into one of the official Swiss languages.

## Legalisation

All foreign civil status documents must be legalised with an Apostille before being submitted to the Swiss representation:

Address of the local authority concerned

### **Court decisions:**

Minsitry of Foreign Affaires  
Ministria e Punëve të Jashtme  
Ndërtesa e Ministrisë së Punëve të Jashtme  
Luan Haradinaj Strasse  
10000 Pristina

### **Civil status documents:**

Ministry of Interior  
Ministria e Punëve të Brendshme,  
Sektori për Regjistrim dhe Status Civil  
Agjencioni për Regjistrimin e Qytetarëve  
Luan Haradinaj Strasse  
10000 Pristina

## Fees

Entry of the birth in the Swiss civil status register is free of charge.

## Appointment

To schedule an appointment, send an e-mail with a scanned copy of your passport to [pristina.visa@eda.admin.ch](mailto:pristina.visa@eda.admin.ch)

If a third person delivers documents, a notarized power of attorney is necessary.

## Appointment Additional information and request for Swiss identity documents

A minimum period of two months for birth registration must be expected. The civil registry office responsible for the child's place of origin will provide information on the status of the registration after this period has expired and will issue official confirmations on request (e.g. a confirmation of birth).

Once the birth has been entered in the civil status register, parents can order a Swiss passport and/or an identity card via the website [www.schweizerpass.ch](http://www.schweizerpass.ch)

<https://www.ch-edoc-passantrag.admin.ch/antrag>

If the Swiss parent is not registered with this embassy as a Swiss citizen abroad and the child will live in Kosovo, the child must be registered as a Swiss citizen abroad. In this case, the fully completed registration form signed by both parents must also be submitted.

A regular Swiss identity card can only be ordered once the birth of the child has been entered in the Swiss civil status register or the child's Swiss citizenship has been confirmed.

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[www.eda.admin.ch/pristina](http://www.eda.admin.ch/pristina)