



## Checklist for National visa (type D): Student with a stay in Switzerland for more than 90 days

The application must be submitted **personally** at the Visa Section, Embassy of Switzerland, Diplomatic Quarter, KSA-11693 Riyadh between Sunday and Thursday, from 08:30 am to 11:00 am, by appointment only.

Please book your appointment by e-mail at [riyadh.visa@eda.admin.ch](mailto:riyadh.visa@eda.admin.ch)

The visa application form is free of charge and can be downloaded from the website link:  
<https://www.sem.admin.ch/sem/en/home/themen/einreise/visumantragsformular.html>

If your documents are not in a Swiss language (German, French, Italian), English or Spanish, they need to be translated in one of the aforementioned languages.

Please submit the documents in the exact order given below, please do not staple any documents:

1	<b>Passport:</b> Original with <b>(2 copies)</b> , photo, personal data and signature page only. issued within the last 10 years and with at least 2 blank pages
2	Foreign nationals residing in Saudi Arabia: <b>Resident permit (Iqama):</b> Original with <b>(2 copies)</b> with validity of at least 3 months after the planned stay in Switzerland translated <b>in English</b>
3	<b>(4 pictures) passport size</b> , (full face, no head or face cover(s) that prevent(s) full visibility of the facial features)
4	<b>(3 copies)</b> of <a href="https://www.sem.admin.ch/sem/en/home/themen/einreise/visumantragsformular.html">visa application forms national (type D)</a> duly completed in German, French, Italian, English, signed by the applicant. In case of minors (under 18 years of age): both parents will need to sign and add a copy of their passports.
5	<b>(2 copies) Letter of admission</b> to the university/school in Switzerland.
6	<b>(2 copies)</b> of all <b>Diplomas and certificates</b> , along with English translations if applicable
7	<b>(2 copies) Motivation letter</b> stating the objectives of the study signed and dated by the applicant.
8	<b>(2 copies) Proof of payment</b> of the Swiss university/school fees or proof of exemption from the Swiss university/school fees.
9	<b>(2 copies) of Proof of financial means</b> (bank statements, bank certificates, etc.) If sponsored: a signed and dated sponsorship letter will have to be submitted along with a copy of the sponsor's passport (pages with photo, personal data and signature only) and his/her bank statements. In case of a scholarship, an original letter (+ 1 copy) from the Ministry of Higher Education or any other Official Governmental Institution indicating the expenses that would be covered during the stay
10	<b>(2 copies) Curriculum Vitae</b>
11	<b>(2 copies) Proof of languages skills</b> such as TOEFL or IELTS certificates. German, French or Italian language certificates, if available.

**Please note that:**

The Embassy of Switzerland reserves the right to ask for additional documents and/or for a personal interview.

Visas for Students with the purpose of Study in Switzerland are **free of charge**.

To be noted that the final decision if the visa fee is waived is taken by the Embassy of Switzerland.

The complete application will be forwarded to the [cantonal immigration authority](#) for decision. The procedure takes at least 8 -12 weeks. Once the application has been approved, you will have to submit your original passport or travel document to this Embassy in order to obtain your visa.

No copies are made on your behalf and incomplete applications will not be accepted.