



Working long-stay (requested validity: 90-120 days) - Visa Requirements

Please note that only Indonesian citizens or foreign residents (KITAS holders) in Indonesia may apply for a long stay Swiss visa with the Embassy of Switzerland in Indonesia.

If you have a short-term visa (e.g. Social/Cultural Visit Visa) for Indonesia, you must apply for the long stay Swiss visa in your country of residence.

Requirements for working Visa

The applications for a long-stay visa with validity of 90 to 120 days are submitted in Switzerland for authorisation. The processing time is between 8 and 12 weeks. The applications have therefore to be presented at this Embassy in time and the original documents must be presented along with 3 photocopies.

1. Three (3) visa application forms ("National (type D) visa application form»), duly completed, dated and signed by the applicant. They are free of charge and can be downloaded from our visa webpage. Incomplete forms will not be accepted. Please indicate your e-mail address as well as your contact phone number in case additional information is required;
2. Duly signed passport, which is valid for at least six (6) months at the time of entry into Switzerland and with at least two empty pages;
3. Three (3) photocopies of the passport (pages with the personal data and copies of any previous Schengen/USA/UK visa only);
4. Four (4) recent, colour, passport photos taken on a bright background. Please refer to Schengen photo requirements on our visa webpage;
5. Original and two (2) copies of the Swiss working contract or of the assignment letter;
6. Original and two (2) copies of the Police certificate, not older than 6 months and valid for 6 months certified by the Indonesian Ministry of Justice and then Ministry of Foreign Affairs. This certificate has to be translated into the Swiss national language of the future Canton of residence;
7. Visa fees (please refer to our visa webpage).

The Swiss authorities reserve the right to request additional documents.

The submission of a complete file does not guarantee the granting of a visa.

Should the spouse and the children of the applicant also intend to take residence in Switzerland, please refer to the requirement list for "family reunion visa".