



## Visa for family reunion

### Preliminary remark for Swiss citizens and their families

Swiss citizens whose foreign spouses and/or foreign children would like to move and settle in Switzerland with them should contact the Swiss Embassy as soon as possible in order to clarify if all relevant changes of civil status (e.g. marriage abroad) have already been registered in Switzerland.

If available, copies of the passports and/or residing permits of the family members already in Switzerland are to be attached to each file.

### Required Documents

1. Three applications forms "Application for a long stay visa (visa D)" per person duly completed in German, French, Italian or English and signed.  
Please note:  
- Visa application forms of minors (below the age of 18) need to be signed by a least one of their parents or the person exercising legal guardianship.
2. Four passport-sized pictures (three glued on each application form, the 4th one attached).  
Please note: you may refer to the information sheet "Visa forms / Photo requirements" on the website of the Embassy.
3. International passport which must be valid at least three months after the date when the holder intends to leave the Schengen space, containing at least two empty pages and issued within the previous 10 years.
4. Copy of the first page of the international passport (page with personal data and photo).
5. Internal passport: the applicant must present the original and submit a copy of the internal passport.
6. Minors (people under the age of 18): written authorization from the parent not intending to take residence in Switzerland together with the child. The written authorization must have a stamp of a Notary public, be legalized by an Apostille and has to be presented in original together with 1 copy. If there is only one custodian, a court decision on sole custody, death certificate or other document must be presented. A translation of the authorization and of the further documents into German, French, Italian or English, duly legalized by a notary public, must be presented.

#### *Additional documents for foreign spouses*

- Marriage certificate (duplicate) issued within the last 6 months, legalized with an Apostille, together with a translation into German, French or Italian legalized by a public notary must be presented (1 original and 1 copy).

#### *Additional documents for partners of a citizen of a third country*

- Proof of language competency of the language spoken at the future place of residence (at least A1): recognized language certificate or registration for a corresponding language course

#### *Additional documents for children – parents married together*

- Birth certificate (duplicate), issued within the last 6 months, legalized with "Apostille", together with a translation into German, French or Italian legalized by a public notary must be presented (1 original and 1 copy).

#### *Additional documents for children – parents NOT married together*

- Please refer to the general information sheet concerning the registration of births abroad published in German, French and Ukrainian on the page "Service to Swiss citizens" on the website of the Embassy.

*Competent authorities for legalization with an Apostille:*

- Please contact the consular section of the Ministry for Foreign Affairs (MID) or the Ministry of Justice for any information related to legalizations with an Apostille:
  - MID Kyiv: tel. +380 44 238 – 1669
  - Ministry of Justice Kyiv: tel. +380 44 235-4083 or +380 44 235-5281
  - Ministry of Justice Chisinau: tel. +373 22 201-457 or +373 22 234-795

### **Important remarks**

- Set of copies of all documents for the Embassy: a copy of the whole set of documents (that will be sent to the migration office in Switzerland) must be made for the visa application file of the Embassy.
- Translations: the language in which the documents issued in Ukrainian or Russian should be translated may vary depending on the cantonal migration office (some cantons may require that the translations are done into the or one of the official language(s) of the Canton). The Embassy recommends that the visa applicant should clarify in advance with the cantonal migration office in which language(s) the translations may be accepted.
- Request for a residing permit in Switzerland: the visa applicant must ensure that the spouse or the family in Switzerland submits on time (i.e. before or immediately after the visa application is made by the applicant in Kyiv) a request for a residing permit to the competent cantonal migration office.
- Processing time: it takes 8 to 12 weeks in average from the date of application until the migration offices makes a decision on the family reunion visa application. The processing time might be longer during visa high season or if further clarifications are judged necessary by the migration office. For more information concerning processing times for family reunion, please contact the competent migration office in Switzerland.
- Follow-up: it is the responsibility of the visa applicant to ensure the follow-up of her/his visa application and to actively contact if necessary the cantonal migration office or the Embassy (depending on where the file is pending) about the progress of the processing of her/his file. The surname, name, date of birth and nationality of the applicant must be indicated in all the correspondence related to a visa application file.

*The Embassy of Switzerland reserves the right to:*

- request additional documents