



INSTRUCTIONS FOR MAKING AN APPOINTMENT FOR A D VISA APPLICATION

All visa applicants must have an appointment to apply for a visa.

How long does it take to get an appointment?

- Minimum 2 weeks and up to 6 weeks depending on the period.
- Please note that it is the applicant's responsibility to make an appointment in advance to apply for a visa in order to meet the deadline, as no special treatment will be given and no request for diligence will be answered.

Requesting an appointment:

- For students, appointments can be made by email at yaounde.visa@eda.admin.ch
- For family reunification cases, an appointment should be made by email to yaounde.etatcivil@eda.admin.ch
- For persons who have received an authorisation from the Swiss representation to issue a visa (ae), the appointment is made by email to yaounde.visa@eda.admin.ch
- You must send an e-mail with the following information:
 - Name and first name:
 - Date of birth and nationality :
 - Passport number:
 - Mobile phone and e-mail:
 - Purpose of stay: student / family reunion / marriage / employment
 - Authorisation from the competent authority already received: yes/no

On the day and at the time of the appointment :

- Be on time and show your passport to the Embassy guard,
- Be sure to have the form ready, well filled and duly signed with all the necessary documents according to the visa regulations.
- Incomplete applications will not be accepted, in which case you will have a new appointment.
- We remind you that all information on visa types, how to fill in the application form, lists of required documents, processing times or other questions related to entering and staying in Switzerland can be found on the official website of this Embassy: <https://www.eda.admin.ch/yaounde>.

Collecting the passport:

- On the day you are called to collect your passport, please show the guard your identity document.