



Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Schweizerische Botschaft in Kenia

BIOMETRIC SCHENGEN VISAS

Visa information for Citizens of Rwanda and Foreigners with a valid work/resident permit in Rwanda.

Effective from 6th June 2013 due to introduction of biometric visa process, citizens of **Rwanda, holders of valid diplomatic, service or ordinary passport** going to **Switzerland** can apply for a “**short stay**” schengen visa of **categories A and C only** at the **Embassy of Belgium in Kigali**.

Citizens of Rwanda applying for a short stay visa with the Belgium Embassy in Kigali will not undergo the schengen consultation process of 8 working days unlike when you apply at the Embassy of Switzerland in Nairobi which is a mandatory process. For more information, link to web page <http://diplomatie.belgium.be/rwanda>

All foreign visa applicants with legal valid work/resident permit in Rwanda must appear **personally** at the Embassy of Switzerland in Nairobi for **all “short stay”** visas of categories A and C to submit their visa application. Embassy of Belgium in Kigali **is not competent** for examining their visa applications. Kindly make a visa appointment 4 weeks prior to the intended date of travel. See the email address below.

Embassy of Switzerland in Nairobi

Visa appointment ONLY email address: nai.visaappointment@eda.admin.ch

Enquiries ONLY email address: nai.visa@eda.admin.ch

Short stay C visa (less than 3 months stay) for the purposes of private visits sponsored by friends or relatives, tourism, business, official travel, training, workshop, seminar, sports, ski trips.

Long stay D visa (more than 3 months stay) for purposes of family reunion, study and work etc, **all citizens of Rwanda and Foreigners** with legal work/resident permit in Rwanda to submit their visa applications personally through our Swiss Consulate in Kigali. Enquiries email address: ac-kigali@sdc.net

As some exceptions apply (see the list below) for Rwanda citizens, we recommend submission of visa applications 4 weeks prior to the intended date of travel.

IMPORTANT NOTICE: IT IS OBLIGATORY TO FOLLOW THE INSTRUCTIONS ON THE WEB PAGE MENTIONED ABOVE FOR ALL APPLICATIONS SUBMITTED TO THE EMBASSY OF BELGIUM IN RWANDA.

Ambassade de Belgique à Kigali

Rue de Nyarugenge 2-4
B.P. 81 Kigali RWANDA
Tel : 00.250.57.55.51/2/3
Fax : 00.250.57.39.95
Mail: Kigali@diplobel.fed.be
<http://diplomatie.belgium.be/rwanda/>

Visa unit opening hours;
Monday to Friday, 08:00 – 10:00am. Submitting new visa applications from 10.30am to 12pm.

Closed on Rwanda public holidays.

In representing Switzerland for the purpose of examining visa applications and issuing visas for short stays in the schengen area (visa type A and C), the Embassy of Belgium in Kigali **is not competent** for citizens of Rwanda and Foreigners for examining the following visa applications;

- Visa applications for short stays linked to a gainful activity.
- Visa applications for short stays linked to a study programme in Switzerland.
- Visa applications for short stays for medical purposes.
- Visa applications for short stays lodged by citizens of certain countries (check with the Embassy of Switzerland in Nairobi if you are not a citizen of Rwanda)
- Visa applications lodged by holders of diplomatic, service or special passports who are not citizen of Rwanda.
- Visa applications lodged by holders of an ordinary passport who intend to enter Switzerland on official purpose and who are not citizen of Rwanda.

In the event of the Embassy of Belgium in Kigali not being competent to examine an application, it will inform the applicant that he/she must submit personally the application to the Embassy of Switzerland in Nairobi after an appointment has been made in advance.

Kindly check the website below to ensure that you submit to the Embassy of Switzerland in Nairobi a 100% fully completed visa applications with all the required enclosures based on the checklist requirements referring to the category and purpose of your trip.

Embassy of Switzerland in Nairobi.

Website: <http://www.eda.admin.ch/nairobi>

Telephone enquiries through dedicated and special visa number:

+254 708 168 982 which is attended as follows:

From Monday to Thursday, 13.30 to 15.00.

Contacts de l'Agence consulaire (Ambassade de Suisse à Kigali)

Adresse	38, Blvd de la Révolution Case postale 957 Kigali, Rwanda
E-mail	ac-kigali@sdc.net
Website	www.eda.admin.ch/nairobi
Heures d'ouverture	Lundi à Vendredi 09:00h à 11:00h
Fax	(+250) 252 57 24 61
Téléphone	(+250) 252 57 55 34

Thank you for your kind cooperation and understanding.