



Pretoria, 06.09.2023

## VISA REQUIREMENTS FOR A STUDENT VISA

Processing time is approximately 8 – 12 weeks.

The visa application must be submitted to the Regional Consular Center Southern Africa in Pretoria.

<https://www.eda.admin.ch/countries/south-africa/en/home/visa/entry-ch/more-90-days/where-to-apply-national.html>

Only with prior appointment. To book an appointment, please send an email to the visa section at: [pretoria.visa@eda.admin.ch](mailto:pretoria.visa@eda.admin.ch) with the following details:

- Name, surname, date of birth, passport number and nationality.

Each application must be complete with photocopies of all the required documents (including passport). Note that no copies will be made by the Embassy on your behalf and incomplete applications will not be accepted.

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.

- ☐ 3 completed **D visa** application forms duly filled in by computer, dated and signed <https://www.sem.admin.ch/sem/en/home/themen/einreise/visumantragsformular.html>

**Minors:** (under the age of 18)

**Both parents must sign the visa application form. We need the following:**

- a) the minor's unabridged birth certificate (containing fathers and mother name)
- b) certified copies of ID/passport of both parents
- c) certified copies of Schengen Visa of both parents (if in possession of and if travelling with the child)
- d) if the minor travels alone: certified parental consent by both parents
- e) if the minor travels with only one parent: the other parent must produce the certified consent. If only one parent has guardianship of the minor, the relevant court documents / or death certificate must be presented

- ☐ 3 passport-size colour photographs, not older than 6 months (background has to be light and plain). For more details, please refer to: [http://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex\\_A-Photograph\\_Guidelines.pdf](http://www.icao.int/Security/mrtd/Downloads/Technical%20Reports/Annex_A-Photograph_Guidelines.pdf)
- ☐ Valid national passport, with at least 3 months validity after the scheduled return from the Schengen States and with at least 2 blank pages.
- ☐ 1 original + 2 photocopies of curriculum vitae including an explanation of the objectives of the applicant.
- ☐ 1 original + 2 photocopies of diplomas/school reports.
- ☐ 1 original + 2 photocopies of letter of acceptance from the educational institution in Switzerland.
- ☐ 2 photocopies of the proof of payment of the schools fees.

**Please turn the page**

- ☐ 1 original + 2 photocopies of current 3 months bank statement of private bank account (savings or cheque). In case a sponsor is paying, 1 original + 2 photocopies of the signed sponsorship letter and 2 photocopies of the passport page containing the personal data.
- ☐ 1 original + 2 photocopies of written confirmation of the applicant that he/she will leave Switzerland after completion of the chosen course of study (in free form).
- ☐ Proof of language skills such as TOEFL or IELTS certificates. German, French or Italian language certificates, if available.
- ☐ 2 photocopies of the passport (photo, personal data and signature page only).
- ☐ 2 photocopies of the valid Residence Permit of your country of residence (if applicable)
- ☐ **Students are exempted from the visa fee.**

**IMPORTANT:**

Please note that this is not an exhaustive list. The applicant may be invited for a personal interview to the Embassy. Each application is reviewed individually and no guarantee can be given that a visa will be issued.

Please read the legal notice regarding leaving Switzerland after completion of studies. Not applicable if the goal of the studies is to achieve a Swiss tertiary degree.

Kindly note that we need your original passport in order to register your application. Once this has been done the same can be returned to you in order that you are not without passport for the whole processing time. Once the authorization has been received, you can then resubmit your passport in order to issue the visa. Processing time is 2-5 full working days.

The entry visa will allow you to travel through the Schengen states and enter Switzerland during its validity. **Within the first 14 days of your initial entry you will have to declare your arrival at the Residents' Registration Office at your place of residence** (German: Einwohnerkontrolle, French: Contrôle des habitants; Italian: Controllo degli abitanti).

The residence permit will be issued upon notification of your arrival in Switzerland.