



## Visa for Internship at an International Organization / Stay more than 90 days / (national visa, category D)

### General Information:

An application for a visa for an internship at an International Organization must be submitted at the counter of the Swiss Embassy/Consulate in your country of residence. The applicant has to apply **personally**.

### Required documents:

1. **One [visa application](#) form (National visa application form, type D)**  
duly filled in, dated and signed by the applicant
2. **Original passport and one photocopy**
3. **One color passport-size photograph**  
recently taken, size 35 mm x 45 mm, light background, no headgear (with the exception of religious coverings, provided the face is free) – must meet [Schengen requirements](#)
4. **Confirmation letter from the International Organization in Switzerland**  
original sent **by email directly by the international organization to the Embassy**; confirmation letter must include name as stated in passport, nationality, passport number, dates, duration of your internship, fact that **you will receive “carte de legitimisation” upon your arrival in Switzerland**.
5. **Proof of flight reservation**
6. **Proof of financial means**, sufficient for the entire stay in Switzerland
7. **Medical insurance (if the organization is not covering for the applicant)**  
Minimum coverage for each below expense has to be EUR 30.000 or equivalent to KRW 50 million:
  - accident medical expense
  - sickness (disease) medical expense
  - medical repatriation or evacuation (mostly covered under special expense)

The insurance must be valid in all Schengen states or worldwide for the entire duration of the planned journey. Recommended insurance companies can be found [here](#).

### Further required documents for researchers going to CERN:

8. **Diplomas certificates from the latest/current educational institution**
9. **CV**
10. **Brief description of the researching project**

**The Embassy reserves the right to ask for further documents or information if necessary.**

### Process:

Visa fee is free of charge and visa will be issued within five working days.

**The submission of a complete file does not guarantee the granting of a visa. In case of a refusal, the Embassy of Switzerland is not liable for any costs that might have occurred in the application process.**

Seoul, July 2023