



Visa D – Student Information Sheet

Purpose: For persons who would like to study in Switzerland for longer than 90 days

For your information:

- You must submit your file in person at the Embassy.
- Only complete files – see below - will be accepted.
- Do not send any documents by e-mail or by mail.
- Please do not staple document pages.

Documents to submit:

- 3 application [forms](#) for long term visa (visa D), duly completed in German, French, Italian or English and signed by the applicant in person (signed by both parents for minors)
- Original and 2 copies of the passport (identity page with signature), must be valid for at least three months beyond the planned stay, have been issued within the previous ten years and contain at least two empty pages
- 4 recent passport photographs with a plain light-colored background according to the [guidelines](#) (do not attach the passport photographs to the application form)
- 2 copies of previous Schengen visa
- If the applicant is under 18 years of age: an authorization signed by both parents that the minor is allowed to travel and study in Switzerland; legalized by an attorney and translated into German, French, Italian or English (original and 1 copy)
- Acceptance letter from school or university in Switzerland with indication of the teaching language and number of lessons/classes per week (original and 1 copy)
- Confirmation of payment of tuition and other fees, if applicable (original and 1 copy)
- Previous diplomas, school certificates and study plan, officially translated into German, French, Italian or English (legalised copy [original and 1 copy])
- Solvency: bank account statement showing the movement for the last three month, bank letter confirming the balance of the account, credit cards if applicable, property certificates, any document that shows the ability of the sponsor to bear all expenses of the student during the entire stay in Switzerland (original and 1 copy)
- Motivation letter of the student, indicating why you decided to study in Switzerland, how these studies will be beneficial for your career development, your plans for the future, etc., in German, French, Italian or in English, signed and dated (original and 1 copy)
- Curriculum Vitae in German, French, Italian or in English, signed and dated (original and 1 copy)
- Signed and dated declaration by the applicant to leave Switzerland after the end of the studies/education (original and 1 copy)
- Birth certificate for minors, with a translation into German, French, Italian or English, or copy with a notarial confirmation (original and 1 copy)



Important notice: It is mandatory that you mention your future living address in Switzerland under section 24 of the Visa D application form and not the address of the university or school. Please do not submit a visa application if your future living address is not known yet.

Submit your visa application

In order to submit your application, you must write an e-mail to the visa section, requesting an appointment: baku.visa@eda.admin.ch. Please enclose a copy of your passport and a copy of the acceptance letter from the school or university.

Processing time

Please note that the authorization process by the cantonal migration authority may take 8 to 12 weeks.
Please do not call or write to the Embassy on the status of your application.

Collect your visa

You will receive the decision on your visa application from the Swiss migration authorities either by mail or by e-mail several weeks (depending on the case) after you submitted your file. Once you received the decision, please inform the Embassy by e-mail and request an appointment to bring your passport and the authorization form.

The Embassy is closed on the following public holidays: see [here](#).

Fees

The visa is issued free of charge for bachelor and master degree students.

General information

- This document is distributed free of charge.
- The Embassy does not cooperate with external agencies and service providers.
- The Embassy reserves the right to:
 - Request additional documents.
 - Transmit the application to authorities in Switzerland for decision.
 - Conduct an interview with the applicant.
 - Change the content of this information sheet without any prior notice.