



## National Visa application for Switzerland Specific additional requirements according to visa type:

### Student visa (if you intend to study in Switzerland for MORE than three months)

- Three forms “Application for a long stay visa (type D)” completed, dated and signed by the applicant.
- Three photocopies of the data (picture) pages of your passport. The picture must be easily recognizable and all data legible.
- Valid passport (issued during the past ten years).
- Three recent passport size photos (of good quality, with white background)

**Please note:** Each and every supporting document must be provided in **duplicate**.

- Confirmation of enrolment at the school or university in Switzerland.
- Confirmation of payment of tuition fees (if the tuition is not paid yet, please mention why not and when the payment will take place).
- Details of income and assets, with official proof and/or bank statements.
- Confirmation in writing that you will leave Switzerland after completion of your studies.
- A curriculum vitae mentioning biographical data, study and work progress.
- A motivation letter specifying why you wish to study in Switzerland and how these studies will help you to achieve your future goals.
- Jamaican police record (<http://www.mns.gov.jm/content/how-obtain-police-record>)

### Family reunion (if you intend to join a family member who is living in Switzerland or intends to live there)

- Three forms “Application for a long stay visa (type D)” completed, dated and signed by the applicant.
- Three photocopies of the data (picture) pages of your passport. The picture must be easily recognizable and all data legible.
- Valid passport (issued during the past ten years).
- Three recent passport size photos (of good quality, with white background)

**Please note:** Each and every supporting document must be provided in **duplicate**.

- Written communication to the Embassy requesting family reunification.
- Copy of a valid governmental picture ID document of spouse/partner/parent.
- **Spouses:** copy of marriage certificate.
- **Children:** copy of birth certificate + Official authorization and travel consent.
- **Spouses and children of Swiss nationals:** The marriage/birth must be registered with the competent civil status authorities. Please contact the Consulate for information.
- Jamaican police record (<http://www.mns.gov.jm/content/how-obtain-police-record>)

### Work visa (if you intend to work in Switzerland for more than 90 days but less than 120 days)

- Three forms “Application for a long stay visa (type D)” completed, dated and signed by the applicant.
- Three photocopies of the data (picture) pages of your passport. The picture must be easily recognizable and all data legible.
- Valid passport (issued during the past ten years).
- Three recent passport size photos (of good quality, with white background)

**Please note:** Each and every supporting document must be provided in **duplicate**.

- Copy of signed employment or work contract.
- Jamaican police record (<http://www.mns.gov.jm/content/how-obtain-police-record>)

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### **Work visa (if you intend to work in Switzerland for more than 120 days)**

- If you intend to work in Switzerland for more than 120 days, your employer has to contact the labor market authorities in Switzerland and file an application for you. You do not need to apply at the Consulate General in Kingston.
- Please contact the Consulate General in Kingston only when your visa has been approved (confirmation from your employer or the immigration office) in order to coordinate the issue of your visa.

### **International Organizations (IO)**

**Please note:** International Organizations seated in Switzerland enjoy special privileges. All the documents mentioned under the “general requirements” are not applicable if you will be working for or have signed an internship contract with one of these IOs.

- Three forms “Application for a long stay visa (type D)” completed, dated and signed by the applicant.
- Three photocopies of the data (picture) pages of your passport. The picture must be easily recognizable and all data legible.
- Valid passport (issued during the past ten years).
- Three recent passport size photos (of good quality, with white background)

**Please note:** Each and every supporting document must be provided in **duplicate**.

- Official communication or contract and invitation letter from the International Organization, mentioning your name, purpose and duration of your stay. The communication must be included in your application and not be sent directly by the IO to the Consulate.
- Jamaican police record ((<http://www.mns.gov.jm/content/how-obtain-police-record>) not older than 6 months and must be certified by the Ministry of Foreign Affairs in Kingston (+1 876 926 4220) before it is taken to the Consulate General of Switzerland in Kingston (or the Embassy of Switzerland in Cuba). The Ministry of Foreign Affairs in Kingston will advise of its own fees for certification.
- Applicants are exempt from the visa fee.

**All Jamaican documents/ certificates may not be older than 6 months and must be certified by the Ministry of Foreign Affairs in Kingston (+1 876 926-4220) before they are taken to the Consulate General of Switzerland in Kingston to be forwarded to the Embassy of Switzerland in Havana.** The Ministry of Foreign Affairs in Kingston will advise of its own fees for certification.

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