



Embassy of the Kingdom of Belgium
in Moscow

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Studies Art.9 (Private) (visa D)

You want to study in a Private higher education institution

If they are written in a language other than Dutch, French, German or English, the documents must be accompanied by a sworn translation into one of these four languages. Both the original document and its translation must be **legalized** by the authorities.

The applicant must produce all the following documents in the order given and in the following form:

- A folder containing the originals
- Two folders each containing a photocopy of each document in the same order. Photocopies must be A4 size and single-sided only.

The original documents will be returned to you at the end of the procedure.

A. General requirements

- Visa application form duly completed on [visa-on-web](#) then printed, dated and signed
- **Original of passport**
 - Valid passport with at least 2 unused pages (the 2 copy files must include a copy of each used page – visas and stamps – of the passport)
- **Copy of document proving legal residence in Russia or in the jurisdiction of the Embassy:**
 - Russian citizens: *copy of internal passport*
 - Third-country Nationals: *residence permit, long-term visa, FMS, valid at least 3 months after the intended date of departure from the Schengen area*
- **One recent passport sized colour photograph**
- **Non-refundable visa application fee** to be paid upon submission of visa application
- **Proof of payment of the contribution fee** to be paid in Belgium prior submission of visa application, unless you are exempt
 - More information, please read here in [Dutch](#) in [French](#) or in [English](#)

B. Specific documents

- **A certificate of registration issued by a private higher education institution**
- **High school diploma or Baccalaureate.**

If the diploma is not yet published when the student applies for his visa, he must present a certificate of non-publication issued by the competent academic authority, or a certificate of success issued by the establishment attended;
- **A transcript of the marks obtained during the last year of study, issued by the establishment attended**
- **Any diploma, certificate or attestation of achievement, obtained after high school**
- **Proof of sufficient knowledge of the language in which the lessons are given, i.e.:**
 - * a certificate from the secondary education establishment which issued the diploma indicating the number of hours of lessons taken per week in this language and the results obtained; Or
 - * a certificate of successful completion of computerized language proficiency tests, the quality of which is internationally recognized (e.g. TOEFL for English); Or
 - * a certificate issued at the end of additional training in that language.
- **If the training is part of a professional framework: an employer's certificate explaining the need to follow the chosen studies**
- **Proof of financial means:**
 - **Proof that you have sufficient means of subsistence for your stay to avoid becoming a burden on the Belgian social assistance system during your stay;**

For more information about the minimum amount you must prove having per school year, please read here in [Dutch](#), [French](#) or [English](#)

Three ways are taken into consideration to prove your financial means:

 - **Scholarship**

A certificate drawn up [in accordance with a royal decree] either from an international organization or a national authority, or from a community, region, province or municipality, or from an establishment of higher education, specifying that the third-country national benefits or will soon benefit from a grant or a loan
Model in [Dutch](#), [French](#) or [English](#)
 - **Financial certificate from the university in Belgium**

A certificate drawn up by the establishment of higher education specifying that the third-country national has deposited in a blocked account managed by the establishment a sum covering the costs of his stay in Belgium.

- **Sponsorship**
Please find here information about sponsorship in [Dutch](#), [French](#) or [English](#)

- **Medical certificate**
 - Medical certificate drawn up within the 6 months preceding the application.
Please find all the information about it on [this link](#)

- **Proof that you have health insurance covering risks in Belgium**
 - This proof can be provided:
 - ❖ either by presenting a certificate from the mutual insurance company in Belgium to which you are affiliated
 - ❖ or by taking out travel health insurance covering risks in Belgium up to 30,000 EUR (minimum cover) for 3 months (minimum duration).

- **If you are under the age of 18**
 - Proof of your parents' authorization or, where applicable, of the person exercising guardianship.
 - **Parental Authorization:**
 - ❖ Minors (under the age of 18) who travel alone or with other people than their parents need a declaration of authorization to travel or settle in Belgium, signed by both parents or by a legal guardian. The authorization must be accompanied by a copy of the child's birth certificate, translated. This declaration must be translated and legalized by the local authorities.
 - ❖ Minors (under the age of 18) traveling with one of their two parents need the written authorization of the other parent to travel or settle in Belgium. The authorization must be accompanied by a copy of the child's birth certificate, translated. Also in this case the declaration must be translated and legalized by the local authorities.
 - ❖ In case a parent is deceased: death certificate (**original + 2 copies**) not older than 6 months, duly legalized and translated

- **Non-criminal prosecution certificate**
 - If you are 18 years old and above: not older than 6 months, duly legalized and translated

C. [Information on legalization/apostille](#)

This checklist comprises all documents that are part of my visa-application. I understand that the Embassy will decide on my visa-application based on these documents only. I also understand that in exceptional cases additional documents may be requested by the Embassy, even documents that do not feature on this list at all.

The impossibility of producing an official document must be established by the applicant. The applicant's explanations must be serious, objective and concordant and accompanied by any document supporting the explanations.

PLEASE NOTE :

Any national of a third country applying for a visa to study in higher education, or a preparatory year for higher education, must come personally to complete the standard questionnaire after having lodged their application with VFS Global Belgium Visa Center.

For people applying at VFS Moscow, the questionnaire can be completed till 4:00 pm at the Embassy on the day the application is submitted to VFS.

When applying from another location, guidelines will be given by VFS when filing the application.

Exchange students or with scholarship from Belgium are exempted of questionnaire. Kindly send an email to moscow.visa@diplobel.fed.be for confirmation based on your own situation.