



SCHENGEN VISA – Medical Treatment / Medical Escort

This information form has been generated by the [German Embassy in Dhaka](#). It is valid for visa applications in case **Germany, Estonia or Hungary** is the applicant's **main destination**. This form provides information on the legal requirements and can be downloaded free of charge from the Embassy's website. You are requested to read it carefully and follow the regulations as mentioned below –please refer to - I. - IV.

I. DOCUMENTS TO BE SUBMITTED (A4 SIZE ONLY)

		Submitted
1.	<p><u>Application form</u> – available also online - free of charge</p> <ul style="list-style-type: none"> Fully completed in English or German language, bearing your signature and date (signed by the legal guardian in case of minors, below the age of 18) 	
2.	<p><u>Declaration of Consent</u></p>	
3.	<p>Passport</p> <ul style="list-style-type: none"> Validity minimum three months from the date of expiry of the requested visa. At least two free “visa pages” Previous passport if applicable Valid Bangladesh residence permit for non-Bangladeshi applicants (valid at least three months from the date of expiry of the requested visa / intended end of journey). 	
4.	<p>Two <u>recent biometric</u> passport sized photographs (3.5x4.5cm)</p> <p>Requirements:</p> <ul style="list-style-type: none"> Should n o t be older than 6 months. A frontal view of the face covering 70-80% (32-26mm) of the biometric photo. A uniform and white background. Clear facial features Head coverings are only accepted for religious reasons. <p style="text-align: center;">Do not glue or staple the pictures to the application form.</p>	
5.	<p>Overseas medical insurance</p> <p>(Please check our website for a list of accepted travel health insurances from Bangladesh)</p> <p>Requirements:</p> <ul style="list-style-type: none"> Valid for the entire duration of the requested visa and for all Schengen countries. Minimum coverage 30,000/- € and repatriation. (Medical insurances of credit cards are <u>not</u> accepted) Conditions must be stated either on insurance document or on a separate confirmation letter. 	
6.	<p>Flight and hotel reservation:</p> <ul style="list-style-type: none"> <u>Valid</u> (existing) hotel booking / reservation with full address (name, street, city, zip code, contact information, booking ref.) Flight reservation and travel itinerary 	
7.	<p>Personal covering letter explaining the purpose of your visit and who will bear the travel cost</p>	
8.	<p><u>For patient:</u></p> <ul style="list-style-type: none"> Appointment letter from the <u>German hospital/doctor</u> signed and stamped, including details how costs will be paid (paid upon arrival, deposit needs to be paid, etc.) Recent medical report If applicable; letter from Health Authority or other Bangladesh authorities covering all occurring expenses, medical treatment for patient, stating timeframe of treatment <p><u>For escort:</u></p> <ul style="list-style-type: none"> cover letter naming escort and explaining reason for escorting patient (stating full name of patient) Appointment letter of patient for treatment in Germany If applicable; letter from Health Authority or other Bangladesh authorities covering all occurring expenses, accommodation for escort, food allowance etc. 	
9.	<p>If employed by a company in Bangladesh:</p> <ul style="list-style-type: none"> Letter from local employer including name, postal address and telephone number of sponsor/company, with details regarding applicant's working position, starting date of employment, salary and timeframe of leave (expected date to resume duties) and purpose of travel. <p>If self-employed: (Documents need to be translated into either German or English)</p> <ul style="list-style-type: none"> Trade license issued by City Corporation/Union Parishad and Incorporation Certificate/Memorandum issued by Office of Registrar of Joint Stock Company, if applicable Income tax return Company's bank statements for the past six months, mentioning overdraft limit (if any overdraft limit) <p>If student:</p> <ul style="list-style-type: none"> Proof of enrolment in educational establishment in Bangladesh. Certificate of leave of absence if travelling during school year. The certificate should mention full address, telephone number, permission of absence; name and function of the person granting permission. 	
10.	<p>Proof of financial means of the applicant in Bangladesh, e.g. personal bank statements of at least the last 6 months before application, personal property, assets, others</p>	

11.	Documents related to civil status: <u>Documents need to be translated into either German or English</u> <ul style="list-style-type: none"> • Marriage Certificate – if married (also Nikah Nama both in Bangla and English, for Muslim marriage in A4 size Photocopy) • Divorce certificate (“talak namah”) – if applicable • Death Certificate – if applicable • Birth Certificate of your children –if applicable 	
12.	Additional photocopies: <ul style="list-style-type: none"> • Passport copy of pages containing personal data • Copy of valid Bangladesh residence permit / visa (applicable only to non-Bangladeshi applicants) • Copies of previous Schengen, US, Canada or UK visa, if applicable 	
13.	Additional documents for minors below the age of 18 (if applicable) – proving legal parenthood: <ul style="list-style-type: none"> • copy of either birth certificate / proof of adoption / custody decree in case parents are divorced or - if applicable - death certificate of parent (<i>German or English translation is required</i>) • “Letter of consent” from legal guardian, including his / her passport copy – legalized by a notary public (only required in cases the legal guardian is not present during the visa appointment) 	

❖ NOTE: Special rules might apply for some nationals whose passports are not recognized by the German authorities. You might be requested to come personally to the Embassy. Visa processing will take more time.

II. INFORMATION FOR THE APPLICANT ON TERMS AND CONDITIONS OF THE VISA PROCESS

- Applications can also be filed using the online VINDEX application www.vindex.diplo.de. Applicants are requested to thoroughly check all entries in their written application (paper and/or the electronic “VINDEX”) prior to submission. Responsibility for all given information lies within the applicant himself.
- Only complete applications can be accepted; **non-submission or incomplete submission of supporting documents may result in a refusal of your visa application.**
- All visa fees in BDT must be paid upon submission to VFS Global. The application, passport and visa fee will be forwarded to the German Embassy within one working day after the submission. The service fee has to be paid to VFS Global.
- The processing time at the Embassy due to necessary and obligatory legal requirements **takes up to 15 calendar days**. Applicants are therefore requested to apply well in advance, but – due to legal requirements - not more than 6 months prior to the intended date of journey.
- Status updates during the regular processing time are not entertained.
- During the whole processing time the passport has to remain with the German Embassy. Passports can only be withdrawn in case a written request by the applicant is presented to the Embassy. Consequently your visa application will be cancelled / withdrawn and the passport returned via VFS Global within 2 working days.
- False or falsified documents, incl. fake bookings, will result in a refusal of your visa application and /or further consequences.
- **The German Embassy Dhaka reserves the right to ask for additional documents and /or call the applicant for a personal interview to the Embassy.**

III. REMARKS to be filled out by VFS staff (please tick, what is relevant):

- ✓ Applicant has **NO Schengen Visa** **previous Schengen Visa (please attach copies)**
- ✓ Applicant travels alone
 with family member/s
 with a group as(please specify e.g. colleague, escort, sponsor)
- ✓ Applicants documents are complete **NOT** complete
- Due to incomplete docs, applicant has been informed of option to withdraw application to complement the same to avoid refusal.
 applicant wishes to submit application.

Other Remarks:

IV. SIGNATURES and AGREEMENT

a) for Visa Applicant:

I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE.

b) for VFS staff:

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.

Dhaka,
City and Date (signature of applicant)

Dhaka,
City and Date (signature VFS staff)