

IMPORTANT REMINDERS BEFORE YOU LODGE YOUR APPLICATION

- The application must be lodged in person no earlier than six months before entry to the Schengen area.
- Applicants under the age of 18 must be accompanied by at least one parent.
- Submitting the application does not guarantee the issuance of a visa in time for your travel.
- The Embassy may request a personal interview or further documentation before a decision is made.
- You, the applicant, must ensure all required documents are provided.
- Additional documents may be submitted to strengthen the application.
- Check the boxes to confirm which documents you are submitting.
- All documents must be provided in Norwegian or English language.
- Photocopies must be in A4 size, clear and readable.
- Remove all staples, wires and paper clips from your documents.
- All applications are assessed based on the provided itinerary and supporting documents.

REQUIRED GENERAL DOCUMENTS

- Copy of the application form** from the Application Portal, signed by the applicant.
- One passport sized photo** with white background, no older than six months.
- Original passport/travel document.** The passport must be valid for entry to all Schengen countries you are visiting (please see [list of recognized travel documents](#)), be issued during the last 10 years, be valid for at least three months after departure from the Schengen area and have at least two unused visa pages.
- Photocopies of bio page, signature page (if different) and all used pages of passport.**
- A **VEVO** verification email sent on the day you lodge your application directly from the [Australian Government Department of Home Affairs website](#) to jvacinfo.can@vfsglobal.com. The VEVO must show that your Australian visa is valid for multiple entries to Australia until at least three months after your departure from the Schengen area.
- Power of Attorney**, if you wish to allow another person to make enquiries or receive information on your behalf. The Embassy strongly recommends that you provide a Power of Attorney if you have any issues discussing your case in English or Norwegian.

REQUIRED DOCUMENTATION OF TRAVEL

ALL APPLICANTS:

- Complete travel itinerary and confirmed bookings for all transport**, from Australia return including all internal travel within the Schengen area. Note: If your application is approved, the visa will be issued in accordance with your bookings.
- Travel and medical insurance**, Note: The insurance must be valid for your entire travel, cover the entire Schengen area, and have a minimum cover of €30,000 for medical expenses, repatriation and repatriation of mortal remains. You must provide sufficient documentation to show that the travel and medical insurance is valid and has the required cover.
- Letter from your employer**, confirming employment and approved leave for the duration of the trip, OR
- Letter from your educational institution**, confirming enrolment and approved leave for the duration of the trip.

APPLICANTS TRAVELLING FOR BUSINESS:

- Letter of invitation** from the host company in the Schengen area. The letter must be written on the company letterhead, and be signed by the authorised representative of the company. It must state the name of the participant, the dates and purpose for the visit.
- RS 2011-032**, completed by the Norwegian host company, if travelling for internal company training in Norway.
- Hotel bookings** for any nights in the Schengen area not covered by the invitation letter.

APPLICANTS TRAVELLING FOR STUDY:

- Admission letter** from educational institution in Schengen.
- Hotel bookings** for every night you will stay in the Schengen area.

APPLICANTS TRAVELLING FOR TOURISM:

- Itinerary**, incl. transport and accommodation if travelling on organized tour.
- Hotel bookings** for any nights in the Schengen area not covered by the itinerary.

APPLICANTS TRAVELLING TO VISIT FRIENDS OR FAMILY:

- Invitation Form** - from the reference person in the Schengen area. The invitation must be signed by the reference person.
- A copy of the reference person's passport, both bio page and page with signature (if different)**, must be attached. If the reference person is not an EEA national, they must also include a copy of their residence card.
- Hotel bookings** for any nights in the Schengen area not covered by the invitation.

APPLICANTS TRAVELLING FOR MEDICAL TREATMENT:

- Documentation of offered medical treatment**, incl. confirmation that the treatment will not exceed 90 days.
- Documentation that the treatment is **paid by private funds** or public funds provided by the applicant's home country.
- Confirmation from the treatment institution** that the treatment is not taking place to the detriment of patients resident in treatment country.
- Hotel bookings** for every night you will stay in the Schengen area.

REQUIRED DOCUMENTATION OF FUNDS

- Documentation of sufficient own funds**, e.g. bank statement in own name for the last three months (up to current date), OR
- Sponsor letter from employer.**

REQUIRED ADDITIONAL DOCUMENTS FOR APPLICANTS UNDER THE AGE OF 18

- Original birth certificate** for applicant and certified English translation, plus certified copies. Non Australian or Norwegian documents must be legalised.
- Documentation showing parental responsibility**, if different from birth certificate.
- Written consent** and certified photocopy of passport for both parents with parental responsibility.

ADDITIONAL DOCUMENTS

- Photocopies of previous passports and visas.**
- Photocopies of documentation of own means/properties**, e.g. rental contract, deed, car registration, business registration.
- Photocopies of documentation of relationship with family members in Australia**, e.g. Marriage Certificate, Birth Certificates, etc.
- Sponsor form** if visiting Norway or Iceland.

IF REQUIRED DOCUMENTS ARE LACKING

- I agree to lodge an incomplete application, and have been advised that this may cause delays or rejection of my application.

DATE:

NAME:

SIGNATURE: