



This form is free charge

## National visa for Switzerland (type D) – Studies (Stay of more than 90 days)

Documents to provide	Number of copies
<input type="checkbox"/> <b>Valid passport containing at least two empty pages. The passport must not be older than 10 years</b>	
<input type="checkbox"/> <b>Copy of the passport or travel document</b> (pages with photo, personal data, validity extension and signature)	2
<input type="checkbox"/> <b>Copy of valid permanent residence permit for non-Libyan citizens</b>	2
<input type="checkbox"/> <b>Passport-sized colour photos, not older than six months, white background</b>	4
<input type="checkbox"/> <b>National visa application form D duly completed, dated and signed by the applicant</b>	3
<input type="checkbox"/> <b>Criminal record extract (“Police record”), not older than 3 months, legalized by the Libyan Ministry of Foreign Affairs</b>	Original + 1 copy *
<input type="checkbox"/> <b>Acceptance or enrollment confirmation by the school/university in Switzerland</b>	2
<input type="checkbox"/> <b>Detailed Curriculum Vitae (CV)</b>	2
<input type="checkbox"/> <b>Signed motivation letter</b> stating the following: Reasons for studying in Switzerland, explanation for the choice of the planned studies and school/university, total duration of studies and intentions/plans after termination of the studies	2
<input type="checkbox"/> <b>Personal study plan</b> mentioning the total duration of the intended studies, aimed diploma(s) / degree(s) and private and professional intentions after termination of the studies	2
<input type="checkbox"/> <b>Written statement</b> about voluntary departure from Switzerland upon completion of studies	2
<input type="checkbox"/> <b>Previously obtained diplomas, degrees and certifications, legalized by the Libyan Ministry of Foreign Affairs</b> (please refer to important notes hereafter)	Original + 2 copies *
<input type="checkbox"/> <b>Proof of sufficient financial means for the whole duration of the course or at least for one year (approximately 25'000.- CHF/ year) by one of the following options :</b>	
1. <b>Sponsorship by a person resident in Switzerland :</b>	
<input type="checkbox"/> <b>Signed letter by the guarantor confirming the sponsorship</b>	2
<input type="checkbox"/> <b>Copy of the guarantor’s Swiss ID, passport or Swiss residence permit</b>	2
2. <b>Private funding :</b>	
<input type="checkbox"/> <b>Original bank or postal account statement of the spouse of the last 3 months stamped by the bank or postal office of all the accounts (current and savings account if applicable). The balance needs to cover the required amount.</b>	2
<input type="checkbox"/> <b>Original stamped letter from the bank confirming the account’s balance</b>	2

(\*): Two sided copies after the legalization by the Libyan Ministry of Foreign Affairs.

### Important notes:

- **The original diplomas, degrees, certifications and the criminal record extract (including the documents in Arabic and the translations) need to be legalized by the Libyan Ministry of Foreign Affairs, not the copies.**
- Documents in Arabic need to be translated in an official Swiss language (German, French and Italian) or in English. The Arabic document needs to be presented with the application.
- **The original diplomas, degrees and certifications will be returned to the applicant on the same day.**

### The personal presence of the applicant is mandatory.

The Embassy reserves the right to request additional documents.

### Fees:

The visa is free of charge. No fees are charge when submitting the application.

### Processing time:

Visa applications for the purpose of studies (Stay of more than 90 days) **will be transmitted for decision** to the competent Swiss immigration authority where the applicant intends to reside. The Embassy is only allowed to issue an entry visa upon receipt of a positive decision or authorization.

**Please note that the normal processing period is 10-12 weeks at the minimum.**

The applicant will have to contact the Embassy per mail beginning from the 10<sup>th</sup> week after filing the application at [tun.visa@eda.admin.ch](mailto:tun.visa@eda.admin.ch), indicating the first name, family name, date of birth, phone number and the application number (mentioned on the receipt) of the applicant.

### Appointment and application:

The appointment has to be made through VFS Global (phone number: +216 70 145 758 / email: [info.chtn@vfshelpline.com](mailto:info.chtn@vfshelpline.com)). The application however, needs to be filed directly at the Embassy.