

SWITZERLAND VISA FOR SHORT TERM STUDENT (UP TO 90 DAYS)

Country	Type of Visa: Particulars
Documents	
Passports	* Original Passport with atleast 6 months validity and atleast 2 blank pages. * Original old passport booklets if any
Photographs	*3 photographs each * White background; Glossy finish; 80% face coverage with a little shoulder to be seen; Eyes and face to be clearly visible; Dimensions: 45mm x 35mm
Covering Letter	* A covering letter per individual / family/ company addressed to The Visa officer, Embassy of Switzerland * The Covering Letter should brief the profile of the applicants and the reason for pursuing studies in Switzerland, future plans: professional development intended by the student after having finished his/her studies in Switzerland, explanation on how the student is going to benefit from his/her studies in the future and a confirmation that the student will leave Switzerland after the completion of the studies. * Covering Letter can be on a plain paper for individuals and on the company letterhead for officials / sponsored applicants
Bank Statements	* Original 6 months personal and company's bank statements with the seal and signature from the bank * Bank statements should be of relevant and active accounts which shows the proof of funds and income * Bank statements should be of a closing date closer to the date of visa application (A4 size preferred)
IT Returns	* Latest 3 years Income Tax Acknowledgement / ITR-V (Saral) of individuals and the company
Itinerary / Air tickets	* Return airtickets with all internal flight / train tickets if any
Purpose of Travel / Accommodation	* Acceptance / confirmation / registration letter from the school, university, etc. * Proof that the Swiss school/university, etc. entrance fee has been paid (with relevant bank statement), if applicable. * Previous diplomas, certificates, English language certificates (such as TOEFL or IELTS) or German, French or Italian language certificates if available * Curriculum Vitae * Hotel vouchers or Hostel or other lodging proof.
Supporting Credentials	The documents of the applicant or the sponsoring person (parents, etc...) if no fellowship is granted, have to be originals, in format A4, with stamp and signature of Bank. Employees: * Leave sanction letter from the company (from the Government body incase of Government employees / public servants) * Last 3 months Salary Statements (only for Private firms) * Company ID card (optional) * Retirement Certificate or Letter / Copy of Pension Book (for retired employees) Students: * Letter from the school detailing the purpose of trip if on a Student Exchange program * Bona fide Certificate from the educational institution * School/ College ID card (optional) Travellers unaccompanied by spouses/partners * A notary attested NOC on a stamp paper from the unaccompanied spouse * Passport copy of the unaccompanied spouse. If not a passport holder, any Govt ID Proof mentioning spouse name can be submitted. Additional supporting documents if available * FD Receipts from banks * Public shares / debentures certificate * Asset evaluation report from a CA
Travel Insurance	* Valid Travel Insurance from the Embassy approved companies which covers the days of travel with minimum coverage of EUR 30,000
Disclaimers	* The above list of documents are the standard requirements for the visa application. The Embassy / Consulate/ High Commission/ Application Centres hold the rights to demand further documents for verification. * BPVS offers Visa Facilitation services to our customers against a Service Fee * BPVS at no stage guarantees the outcome of any visa application. The decisions on the Visa applications would be at the sole discretion of the respective Embassy/ Consulate / High Commission

Information Updated on 05.06.2024