

Visa Application Procedures

Visa Application

In **most countries** students have to submit a student visa application at the nearest Swiss Embassy/Consulate which usually takes up to 8 weeks for processing.

Details will be given for your particular situation. Your local representative, if you are using one, will also have full details of the visa application procedures.

You will need the Letter of Acceptance LOA and receipt for the Operating Account to apply for your visa.

Visa collection

At the earliest 10 days before the start of your programme.

Advance payment

Some countries require **advance payment** of the fees (three weeks prior to the start of the programme) before collecting the visa (i.e. Sri Lanka, Pakistan, India – New Delhi only).

Full fee payment for Year 1 is required for Chinese nationals applying at the Beijing, Shanghai and Guangzhou Embassy and Consulates.

E.U. nationals

Nationals of most E.U. member states do not require a student visa to enter Switzerland.

Exceptions

In the following countries, passport holders do not need to apply for their visa themselves:

- Japan
- Malaysia
- Singapore

The Admissions Office will apply for your visa once you have provided them with the following documents (this process usually takes three weeks):

- Curriculum Vitae (Resumé)
- All diplomas obtained
- Financial statement (bank proof of having funds for the fee payment)
- Photo copy of Passport

Pre-Arrival information

A **Welcome Package** will be mailed to you containing information, such as

- a clothing list
- expected date of arrival
- induction booklet (including travel information)

Arrival in Switzerland

A **Welcome Desk**, staffed by “César Ritz” Colleges students, will be set up in the arrivals hall at Geneva Airport. New students will be helped with their luggage, train tickets, connections and transfers to Bouveret or Brig.

For any additional information, please do not hesitate to contact the Admissions Office at “César Ritz” Colleges Switzerland.

N.B. “César Ritz” Colleges Switzerland reserves the right to modify the application procedures as and when necessary. Applicants will be notified immediately should any changes take place.

Neither “César Ritz” Colleges Switzerland nor its representatives have any jurisdiction over decisions concerning visa applications. All decisions are made by the relevant Swiss authorities.