

## Checklist for International Students from **non-EU/EFTA countries**

This checklist applies to all students from countries **subject to visa requirements** ([Overview of identification and visa requirements by nationality](#)).

Students from countries that are exempt from the visa requirement (Australia, Japan, Malaysia, New Zealand, Singapore, and the United Kingdom) or who hold a valid Schengen residence permit should refer to the [checklist for students from non-EU/EFTA countries with visa-free entry / a valid Schengen residence permit](#).

Students from countries that require a visa must appear in person at the Swiss consulate responsible for their place of residence and apply for a «D». student visa.

### Before arriving in Switzerland

- As soon as the ZHdK has confirmed the study place and the study place has been accepted, a student visa (not a tourist visa!) must be applied for. The entire processing time is approximately 3 months. Entering Switzerland without a visa is not possible.
- The visa is valid only for the Canton of future residence.
- Consulates or embassies may request additional documents that are not listed in this document.
- Start looking for accommodation early. More information can be found at [Student Advice Service](#) under «6. Housing».

### Applying for a student visa

The following documents must be completed and/or submitted:

1. Fully completed [visa application form](#) (available at the Embassy or Consulate)
2. Passport (valid for three months after the envisaged end date of studies)
3. Official Admission confirmation from ZHdK
4. Proof of sufficient financial resources to cover the cost of living and return journey in one of the following ways:
  - a. Evidence of CHF 21'000 or equivalent amount in national currency deposited in a bank account. The amount must be indicated by the bank in Swiss Francs, Euros or at least US Dollars. The account must be in the student's name and not in the parents' name. Letters of financial support from parents are NOT accepted as proof of financial means. The bank must be authorised in Switzerland (a Swiss bank or a foreign bank with a branch in Switzerland) and appear on the following [Finma list](#).
  - b. Written guarantee (Attachment 2) from a solvent individual resident in Switzerland (either a Swiss citizen or a foreign national possessing the right of residence with a C or B permit). Please submit the following supporting documents:
    - copies of a current statement from the local or regional debt prosecution office for the last three years **and**
    - copies of the three most recent salary statements **or**
    - copies of the last tax declaration including a tax invoice **or**
    - copy of a bank statement
  - c. Proof of a scholarship or bursary to be paid out to the student in Swiss Francs, Euros, US Dollars.
  - d. Signed declaration of any other third-party, such as a foundation or similar institution vouching for the applicant.

Confirmation must be resubmitted when extending a residency permit.

5. Please provide a tabular curriculum vitae listing all schools, universities attended, and providing details of your professional education (copies of German translations of diplomas and completion certificates must be enclosed, if no such copies exist in either English or French).
6. Applicants should provide a written statement giving details of their reasons for studying in Switzerland and of their plans upon completing their course of study.
8. For minors (i.e. individuals under the age of 18 years):
  - Proof of adequate accommodation (e.g. tenancy agreement with a student hall of residence or written confirmation of accommodation arrangements made with a private individual, friend, etc.). For details, please see our guide [Student Advice Service](#) «6. Housing»
  - Written proof of adequate supervision/care.
  - Written consent of the applicant's parents that their child has permission to study in Switzerland.

#### **After arriving in Switzerland**

- **Within 14 days** of entering Switzerland, you must register with the municipality of residence: at the Residents' Registration Office Zurich (Student Administration) of the City of Zurich ([mandatory to book an appointment online in advance](#)) or at the local residents' registration office of your municipality of residence.
- As a rule, the Residents' Registration Office requires proof of accommodation in Switzerland (e.g. a rental contract).
- The residence permit is usually issued for a period of one year, and can be extended, provided that the required financial requirements are met (proof of CHF 21,000).

#### **Important information**

- Proof of financial means: The Migration Office of the Canton of Zurich is very strict regarding financial proof. It is therefore very important to follow the instructions above carefully (most embassies are not familiar with the detailed requirements of all 26 migration offices in Switzerland and are often unable to provide correct information).
- Costs: There are three separate charges in total.
  - When submitting the visa application, a fee of approximately CHF 50–100 is charged.
  - The canton responsible for your visa charges a fee for the «authorization to issue the visa». (in the Canton of Zurich CHF 95). You will receive an invoice with payment details either directly or via the ZHdK.
  - In the City of Zurich, when applying for the residence permit and when renewing the residence permit, the Residents' Registration Office charges CHF 182 (CHF 40 registration fee and CHF 142 for the residence permit).

#### **Enclosure**

Form «Verpflichtung» (only for 5 b)



## Verpflichtung

Der/die Unterzeichnete:

Familienname: .....  
Vorname: .....  
Geburtsdatum: .....  
Staatsangehörigkeit: .....  
Adresse: .....

verpflichtet sich gegenüber den zuständigen Behörden von Bund, Kanton und Gemeinde für den Lebensunterhalt von:

Familienname: .....  
Vorname: .....  
Geburtsdatum: .....  
Staatsangehörigkeit: .....

während der Anwesenheit in der Schweiz aufzukommen, falls die betreffende Person dazu nicht in der Lage sein sollte.

Diese Verpflichtung umfasst alle durch die Anwesenheit verursachten Kosten bis zum Betrag von Fr. 21'000.- für zwölf Monate, namentlich sämtliche Auslagen für Unterkunft, Nahrung, Bekleidung, Arzt- und Spitalkosten sowie gegebenenfalls die Kosten der Rückreise in den Herkunfts- oder Heimatstaat.

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Ort und Datum

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Unterschrift