

Embassy of France in KSA - Long stay visa application Students 23 <sup>rd</sup> November 2016		YES	NO
1.	<b>Prior to submitting your visa application at VFS Center, make sure that you first meet Mr. Timothée DUFOUR from the cultural department of the embassy</b> <a href="mailto:timothee.dufour@diplomatie.gouv.fr">timothee.dufour@diplomatie.gouv.fr</a>		
2.	<b>Two Visa application forms</b> correctly filled out in English and signed by the applicant or his/her legal guardian		
3.	<b>OFII form</b> with the top part filled out by the applicant only if your studies will last more than 6 months		
4.	<b>Two recent passport-size photographs with a white background, not stapled.</b> Full face ; no face cover that prevent full visibility of facial features		
5.	<b>Original passport :</b> - valid for at least three months after the end of the stay or of the expiration date of the visa - containing at least two adjacent blank pages and issued within the last 10 years		
6.	<b>One copy of the passport front page and all relevant pages containing previous Schengen, UK, US, Canada visas with immigration stamps (within the last 5 years only)</b> <b>Copy of Iqama</b>		
7.	<b>Documents related to the academic aspect: (to be provided in duplicate)</b> - a cover letter dated and signed by the applicant (why have you chosen France ? What is the purpose of your study? What do you intend to do afterwards?) - a curriculum vitæ - a copy of <b>the highest degree diploma</b> - a copy of <b>the last academic records</b> - a copy of the acceptance / admission letter from a French Academic Institution - proof of payment of the tuition fees (certificate issued by the institution) - a copy of the <b>scholarship letter</b> from the Ministry of Higher Education or the Saudi Cultural Mission in Paris		
8.	<b>Financial guarantee:</b> Documents for the applicant and for the sponsor to be provided in duplicate - <b>Original certificate of employment</b> mentioning the applicant's salary or sponsor's salary, stamped by the Chamber of Commerce + <b>Original bank statements</b> of the last 3 months or certified copies stamped by the bank - If you are sponsored, <a href="#">financial guarantee form</a> filled out and signed by your sponsors + <b>employer's letter and bank statement (as mentioned above) + ID pages of passport + iqama or French residence card + last income tax notification in France.</b> - a copy of the scholarship letter from the Ministry of Higher Education or the Saudi Cultural Mission in Paris		
9.	<b>Accommodation:</b> - document mentioning the place and conditions of residency in France during the first 3 months - copy of passport ID page of the hosting person in France and of <b>his French residence card double-sided</b>		
10.	<b>Additionally for minors (under 18) only: two additional forms to be filled out :</b> - <a href="#">The financial support form</a> (with ID copy of legal guardian) - <a href="#">Form for the parental authorization</a> given to the person hosting the minor in France. The hosting person must live in the same city or nearby where the minor will study. A proof of his/her residence and his/her ID copy must be provided and his/her French residence permit.		
11.	<b>All documents are original copies translated in English by a certified translator</b>		
12.	<b>Comment :</b> The applicant insists to submit his/her file even if the visa application is not complete		
13.	<b>Declaration - I have been informed that :</b> <ul style="list-style-type: none"> <li>• My passport will be under custody of the Embassy of France in Riyadh during the process of my Schengen visa application which can take up to 15 days</li> <li>• <b>An application without the complete set of documents according to the above mentioned checklist may result in a rejection of my visa application</b></li> <li>• The Embassy of France reserves the right to ask for additional supporting documents if necessary and does not guarantee the issue of the Visa. In case of a refusal, visa fees are not refundable</li> </ul>		
14.	<b>Date :</b> <b>Applicant (or his/her representative's) signature :</b>		

CCO :	
QC :	