

STUDYING IN BELGIUM – STUDENT VISA

A student visa can be issued to foreign students wishing to pursue higher education or spend a preparatory year ahead of higher education in an educational establishment organized, recognized or subsidized by the Belgian government (article 58) or wishing to pursue higher education in a private educational establishment (article 9).

IMPORTANT

Before submitting the visa application, all foreign official documents must be legalized consecutively by the Ministry of Foreign Affairs of the country that issued the documents and by the Embassy of Belgium. For more information on legalization check: <http://diplomatie.belgium.be/nigeria/>

All files must consist of one set of original documents + 2 complete sets of clear, legible photocopies of every original document submitted (passport included).

When you apply for this type of visa an additional fee to Home Office has to be paid. Please check the list 'extra fee' to find out the correct amount. The additional fee has to be paid **before** submitting the visa application.

REQUIRED DOCUMENTS

- ❖ Proof of payment of the additional fee to Home Office Brussels.
- ❖ A travel document (e.g. national passport) valid for at least 15 months, in which a visa can be affixed.
- ❖ Two visa application forms duly completed, signed and accompanied by two recent passport photos bearing a true likeness to the applicant.
- ❖ Proof of registration or admission in an educational establishment:
 - Attestation of registration or admission in a program of courses of university or non-university higher education (article 58) *or*
 - Attestation of registration for an admission examination (a test or set of test which must be passed before registration) – (article 58) *or*
 - Attestation of registration for a preparatory year ahead of higher education together with proof of the preparatory character of the education with regard to the higher studies envisaged (detailed study plan, supporting letter, an attestation by the relevant higher education establishment authorizing the student to register at the end of the preparatory year) – (article 58) *or*
 - Attestation of registration in a program of courses of higher education in a private educational establishment together with a motivation letter (article 9).
- ❖ Proof that you satisfy the conditions for access to higher education – These documents have to be legalized.
 - Secondary school diploma (for Nigeria WAEC-certificate + WAEC scratch card)
 - Academic results obtained during the last academic year

- If applicable 'équivalence' (mandatory for studies in the French Community of Belgium)
 - Every degree or certificate obtained after secondary education (Bachelor, Master, etc.)
- ❖ Proof that you have sufficient means of subsistence:
- Attestation of scholarship from a Belgian or European organization *or*
 - Attestation of an official Nigerian institution i.e. TETFUND
 - The commitment that charge will be taken (Annex 32) together with proof of regular income of the sponsor.

Your sponsor is resident in Belgium:

The sponsor must register the commitment that charge will be taken with the municipal administration which dates the document and legalizes his signature. The student will submit this sponsorship form together with his visa application. He will also submit:

- copy of the identity card/residence permit of the sponsor
- details of the family structure
- documents proving the sponsor has sufficient regular income to honor his commitment towards the student (see below '**documents proving regular income**'))

Your sponsor is resident in the student's country of residence:

The sponsor must register the commitment that charge will be taken with the Belgian Embassy/Consulate competent for his place of residence, which will date the document and legalize his signature. The student will submit this sponsorship form together with his application. He will also submit:

- copy of the identity card of the sponsor
- details of the family structure
- documents proving the sponsor has sufficient regular income to honor his commitment towards the student (see below '**documents proving regular income**'))

Your sponsor resides in a third country:

The sponsor must register the commitment that charge will be taken with the Belgian Embassy/Consulate competent for his place of residence, which will date the document and legalize his signature. The sponsor will also submit documents proving he has sufficient regular income to honor his commitment towards the student (see below '**documents proving regular income**'). The consulate stamps the commitment that charge will be taken 'Sufficient solvency' when it considers that the sponsor does indeed have sufficient resources to take charge of the student.

The student will submit this sponsorship form together with his application. He will also submit:

- copy of the identity card of the sponsor
- details of his family structure

Documents proving regular income:

(a) The sponsor is an **employed natural person**:

- Last 3 pay slips + salary account over the past 12 months
- Employer's attestation
- Most recent notice of assessment (tax clearance of the last fiscal year)
- Any other document validly attesting to other sources of regular income (property rents, etc.)

(b) The sponsor is a **self-employed natural person**:

- Most recent notice of assessment (tax clearance of the last fiscal year)
- Proof of payment of social contributions
- VAT registration number (Memorandum of Articles of the company)
- Registration on the commercial register (CAC-certificate)
- Company bank account over the past 12 months + personal bank account(s) over the past 12 months.
- Any other document validly attesting to other sources of regular income (property rents, etc.)

Attention: the visa application must contain the legalized sponsorship form. If the sponsorship form in the visa file is not legalized by the Embassy prior to submission of the file, the sponsor will not be contacted and the visa will most probably be refused.

for the academic year 2016-2017 the sponsor needs to prove a regular income of at least 1787€ monthly. (631€ for the student + 1156€ for the sponsor himself + if applicable 150€ for every person already dependent on the sponsor).

- ❖ If you are over 21 (article 58) or over 18 (article 9), a certificate attesting the lack of any convictions for crimes or offences under common law issued not more than six months prior to the date of application (police character certificate). This document has to be legalized.
- ❖ A medical certificate issued by a Belgian Embassy approved medical doctor issued not more than six months prior to the date of application. Please check the list of approved medical practitioners.

Documents should be arranged in the above order and be followed by their copies in the same order.

Additional documents may be requested by the Embassy and most applicants will be invited for an interview.

Please submit your application in time to avoid any disappointment. Generally a decision will be taken within 4 months after submission of the application. In some cases this period can take up to 8 months.

The above mentioned type D visa is a national long stay visa and requires registration in the Belgian population registers on arrival.

A complete file does not necessarily guarantee the issuance of a visa. Furthermore an incomplete file often results in a visa refusal.

RECOMMENDATION

For more detailed information regarding visa (different types of visa, documents to be presented, conditions, exceptions, processing times, etc) please consult the website of the Federal Public Service Home Affairs - Immigration Office: www.dofi.fgov.be