



VISA FOR STUDENT (Visa D)

The complete file should be lodged in 3 sets: 1 original and 2 copies

Please arrange your documents according to this checklist

A. General requirements :

1. [Visa application form](#) duly completed and signed;
2. Passport with validity of at least same validity than the validity period of the D visa (12 months);
3. Copy of the data page of the passport together with all pages having visas and stamps;
4. One (1) passport sized photo with white background and not older than 6 months;
5. Non-refundable visa application fee to be paid upon submission of visa application; 6. If without scholarship : **Proof of payment of the contribution fee**

As of March 2015, the processing of visa D applications will require payment of an extra contribution to be deposited directly in a bank account in Belgium prior to the submission of the application file. Carefully read the information [HERE](#).

B. Supporting documents :

Proof of registration

Attestations taken into consideration to prove that you are a regular student in a higher education establishment organised, recognised or subsidised by the public authorities:

- ⇒ the attestation of registration as a regular student in a programme of courses of university or non-university higher education, or
- ⇒ the attestation of admission or pre-registration in a programme of courses of university or non-university higher education. This document must specify the conditions accompanying the definitive registration, or
- ⇒ the attestation of registration for an admission examination (a test or set of tests which must be passed before registration), or
- ⇒ attestation of registration for a preparatory year for higher education in a public institution.

Proof that you satisfy the conditions for access to higher education

- ⇒ diploma or a study certificate giving access to Belgian higher education (secondary school certificate or baccalaureate).

If under 18

- ⇒ proof of the authorization of his parents or, if applicable, of the person exercising guardianship.

Proof of financial means

The minimum amount of means of subsistence is indexed each year. For the 2022/2023 academic year, this amount is 730 €/ month. ⇒ **Scholarship**

Original attestation of an official scholarship of minimum 730€/month.

The confirmation of a scholarship from the Belgian government (VLIR/ERASMUS MUNDUS) will be sent directly to the Embassy prior to the visa application, while the proof of a scholarship granted by a university has to be submitted by the applicant.

⇒ **Bank transfer**

Some universities allow/require their students to deposit money into their bank account for the first year of study. They then transfer this amount, in monthly installments, to an account opened by the student when he/she arrives in Belgium. The Immigration Office accepts this payment as valid proof of sufficient means of subsistence on condition that the student presents in her/his visa application a document from the university attesting the payment of a sum of money covering the first year of studies and indicating that "an amount equivalent to that which a student must have each month will be transferred to the student's account".

⇒ **Sponsorship** [FR](#) / [NL](#) (If sponsor is based in Belgium)

- Original Affidavit of Support ("*BIJLAGE 32 / Annexe 32*"), legalized by the Belgian municipality where the sponsor is registered, ○ Copy of Belgian ID card or Resident ID card,
- Family Composition of the sponsor ("*Samenstelling van het Gezin / Composition de Ménage*") to be obtained from the sponsor's Belgian municipality,
- Recent proof of income of the sponsor: 3 last months' salary slips and his/her employment contract or a certificate from the employer specifying the type and effective duration of the employment contract, valid for at least one academic year or the planned duration of studies, i.e. 12 months,
- If the sponsor is self-employed, a document issued by a public service proving his/her net/gross monthly or annual income (extrait de rôle /aanslagbiljet), proof of payment of social security contributions and registration with the Banque-Carrefour des Entreprises / Kruispuntbank van Ondernemingen.

⇒ **Sponsorship** (If sponsor is based in the Philippines – only a family member at the 1st, 2nd or 3rd degree)

- Original Affidavit of Support ("*BIJLAGE 32 / Annexe 32*"), to be legalized by the Belgian Embassy in Manila, ○ Copy of valid government-issued ID,
- Family Composition of the sponsor issued by the Barangay (List of the members of the household with details on the members' occupation and their relationship to the sponsor),
- Documents establishing the family relationship at the 1st, 2nd or 3rd degree between applicant and sponsor (Birth Certificates issued on Philippines Statistics Authority (PSA) security paper and with DFA-apostille valid for less than 6 months),

- Proof of professional activity:
 - ✦ If employed: Employment Certificate or contract indicating the position and compensation details, specifying the type and effective duration of the employment contract, valid for at least one academic year or the planned duration of studies, i.e. 12 months
 - ✦ payslips for the last 3 months, latest Income Tax Return
 - ✦ If self-employed: DTI/SEC registration of the company, business permit, latest Income Tax Return
- Proof of solvency: bank certificate with statements for the last 6 months

Insurance

- ⇒ Medical Proof of insurance: covering all risks in Belgium for the duration of his stay

Medical certificate

- ⇒ Medical Certificate attesting that you are not carrying any of the diseases which might endanger public health, from one of the [Embassy's accredited clinics](#)

NBI Clearance

- ⇒ Issued at most 6 months before the visa application, with the DFA-apostille to be submitted if 18 years old and above

Please note:

If the documents are written in a language other than German, English, French or Dutch, the documents must be accompanied by a [sworn translation](#) into one of these languages.

The Embassy may request additional documents during the examination of an application which are not mentioned in the above lists. You are hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.

Disclaimer:

"This checklist comprises all documents that are part of my visa-application. I understand that the embassy will decide on my visa-application based on these documents only. I also understand that in exceptional cases additional documents may be requested by the embassy, even the documents that do not feature on this list at all."

Name:

Signature: