

ADMINISTRATIVE FEE INFO - Long Stay Visa D

Most applicants have to pay an administrative fee to cover the processing costs of their application for a long stay visa D.

When submitting the visa application, you have to prove that you have indeed paid this fee. If you cannot prove this, the Embassy will dismiss your visa application.

You need to pay the **exact amount** of the administrative fee, meaning that your payment should consist of the administrative fee and any possible bank fees.

It does not matter who pays the administrative fee.

The payment can e.g. be done by a third party in Belgium (e.g. the person wanting to reunite the family, the employer, a guarantor). We suggest this in cases where the applicant can count on the support of the person residing in Belgium.

The exact amount needs to be deposited, in Euro, into bank account **BE57 6792 0060 9235**.

IBAN, BIC, Bank

IBAN BE57 6792 0060 9235

BIC PCHQBEBB

Bank BPOST NV

Address Muntcentrum (zonder nr.), 1000 Brussel

Beneficiary FOD Binnenlandse Zaken, Dienst Vreemdelingenzaken,
Pachecolaan 44, 1000 Brussel

The person doing the transfer needs to mention the following in the "comment" box of the transfer:

- last and first name of the applicant,
- his nationality and
- his date of birth

The following structure is to be used: **LastNameFirstNameNationalityDDMMYYYY**.

When you submit your visa application, the evidence that you paid this administrative fee must contain evidence that you used the reference of your name, nationality and date of birth.

The amount of the administrative fee

The amount of the administrative fee takes into account the age of the applicant and the purpose of the trip.

Some applicants do **not need to pay an administrative fee**, more specifically:

- An applicant who is not yet 18 years old
- An applicant who is a student or researcher who receives a scholarship and submits the 'standard form'
- An applicant who is applying for family reunion
 - as the spouse of a refugee
 - as the parent of a refugee
 - as the unmarried disabled child of a Belgian older than 18
 - as a disabled person who can provide a medical certificate showing he cannot provide for himself because of his disability

Applicants over the age of 18 pay an administrative fee depending on the following purposes of the trip:

A fee of **EUR 138.00** has to be paid by:

- An applicant requesting a visa for more than 3 months to work and who holds a single permit
- An applicant requesting a visa for more than 3 months to do research and who holds a host agreement

A fee of **EUR 184.00** has to be paid by:

- An applicant requesting a visa to return to Belgium after an absence of more than 1 year
- An applicant requesting a visa on the basis of his status as long-term resident in another European country

A fee of **EUR 198.00** has to be paid by:

- An applicant requesting a visa on the basis of family regrouping as the spouse of a foreigner who has a limited residence permit or unlimited residence permit
- An applicant requesting a visa on the basis of family regrouping as the family member of a Belgian
- An applicant who has a right of stay recognized by an international agreement, law or royal decree
- An applicant who fulfills the conditions to regain the Belgian nationality
- An applicant who has lost the Belgian nationality by marriage or because her spouse obtained a foreign nationality
- An applicant requesting a visa on the basis of family regrouping to join a long-term resident in another European country

A fee of **EUR 220.00** has to be paid by:

- An applicant requesting a visa for a working holiday
- An applicant requesting a visa for Retirement
- An applicant requesting a visa to be an Au Pair
- An applicant requesting a visa for an internship
- An applicant requesting a visa on the basis of humanitarian reasons
- An applicant requesting a visa to work and who is applying for a Professional Card
- An applicant requesting a visa to study at a Private School

A fee of **EUR 228.00** has to be paid by:

- An applicant requesting a visa for more than 3 months in Belgium to study at a recognized higher education institution, such as a University

SUMMARY

EUR 138

Single Permit (gecombineerde vergunning/ permis unique)

Host agreement (gastovereenkomst/ convention d'accueil)

EUR 184

Return Visa (terugkeervisum/visa de retour)

EUR 198

Family Reunion (gezinshereniging/regroupement familiale)

EUR 220

Working Holiday Visa

Retirement Visa

Au Pair Visa

Internship Visa

Humanitarian Visa

Work Visa for Professional Card applicants (beroepskaart/carte professionnelle),

Students for a Private School

EUR 228

Students attending recognized government funded universities and schools.

For further information, please refer to the following website www.dofi.fgov.be
In Dutch: <https://dofi.ibz.be/nl/themes/third-country-nationals/faq/retributie>
In French: <https://dofi.ibz.be/fr/themes/third-country-nationals/faq/redevance>