

STUDY, RESEARCH OR OTHER TYPES OF INTERNSHIP (MAXIMUM 90 DAYS) VISA CHECKLIST		YES	NO	NOTE
1	Application for Schengen Visa (No. 119031) attached with 1 photograph not older than six months with white background (3.5cm/4.5 cm). Please explain the purpose of your visit.			
2	Original and copy of passport or some other valid travel document. If passport has been extended please enclose a copy of this page & copy of the observation page (if any).			
3	Previous Passports available- irrespective of their condition (In case lost - a note is required)			
4	Certificate of admission or registration at an educational establishment for the purpose of attending academic or vocational courses, or covering letter from the inviting company or entity. The covering letter should, as a minimum, contain the following information: - the name and address of the inviting company or entity - the name and position of the person signing the invitation - detailed information on the purpose of the trip			
5	Flight reservation for a return ticket. If travelling to several Schengen States, Proof of intra-Schengen flight reservation, train itinerary or car rental.			
6	Copy of Valid Nepalese Citizenship Certificate (ID card) along with the translation.			
7	Copies of Marriage Certificate and Birth Certificates of children (alternatively: Certificate of Relationship) along with the translation.			
8	For Non-Nepalese nationals: - proof of legal stay in Nepal, valid three months beyond the date of return from the territory of the Member States. - copy of entry permit for the country to be visited after visiting the territory of the Member States, if any onward trip is planned.			
9	Documentary evidence of the applicant's professional activity: Employees: letter from employer stating monthly salary, duration of employment and approval of leave. ☐ Student: letter confirming enrolment in the college /university. ☐ Self-Employed: PAN (Permanent Account Number) registration and bank statements covering the last 6 months/ company registration proof. ☐ Retired: Pension statement for the last 3 months or proof of regular income generated by ownership of property or business. ☐			
10	Evidence of sufficient means of subsistence for the type and length of stay planned: - Bank statements stamped and signed by the bank covering the last 6 months and, if applicable ☐ - any other document that may provide information about the applicant's solvency, such as proof of property ownership ("Lalpurja") and tax clearance ☐			
11	Flight reservation for a return ticket. If travelling to several Schengen States, Proof of intra-Schengen flight reservation, train itinerary or car rental.			
12	Is applicant's travel accompanied? If Yes, mention number and names of co-travelers.			

Note: Applicant might be asked for additional documents or might be called for an interview if required by The Embassy of Sweden, New Delhi.

- The visa fee, according to the Schengen regulations, is non-refundable.
- Affidavit will not be considered as a document of evidence by the Embassy of Sweden.

REMARKS

I acknowledge that if I submit my visa application with a proposed travel date that falls within 15 calendar days of the standard processing time, the Embassy may not be able to process my application in time. As a result, the application may be rejected or written off by the Embassy.

Applicant/Agent Name :

Signature:

VFS Staff Name :

Signature:

Date :