Incoming Team

Visa Advisory Session

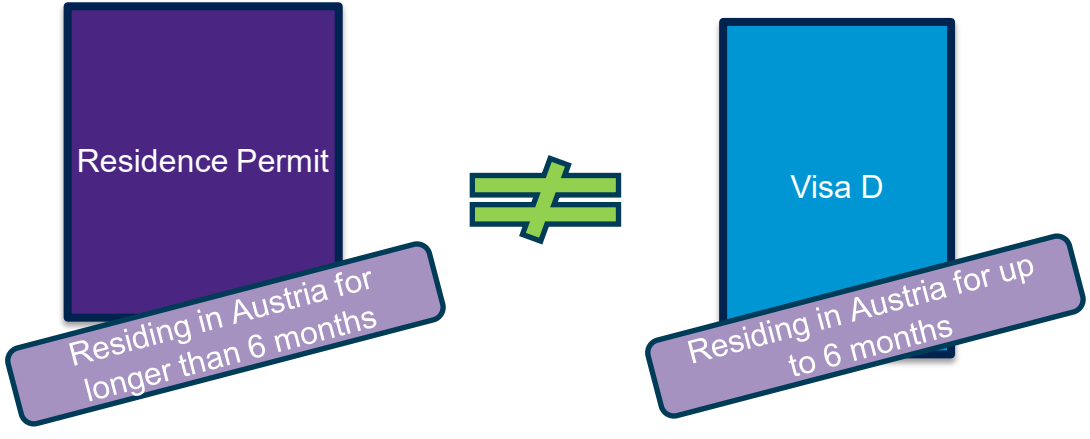


Do you need a visa D?

- Are you a **third-country citizen** coming to WU for **one semester** (max. 6 months?)
  - You need a visa D.
- Do you hold a **passport** of a member state of the **European Union, Liechtenstein, Norway, Iceland or Switzerland?**
  - you do not need a visa D!
- Do you have a **residence permit - student** from another **EU country**?
  - You might not need a visa D ➔ send us a copy of your residence permit card to orientation@wu.ac.at

Visa D - the basics

- Visa D and Schengen Area.
- Everyone **must** apply for a visa D in their **country of residence before travelling to Austria!**



Visa D - where to apply

- Apply at an Austrian embassy/consulate in your country of residence.
- US & Canadian citizens apply at VFS offices.
  - US: Chicago, Houston, Los Angeles, Miami, New York, San Francisco, Washington DC
  - Canada: Edmonton, Ottawa, Vancouver
- Book your appointment ASAP and **no later than beginning of December!**
- Attention: the embassy/consulate keeps your passport during the application process!

Information for US & Canadian citizens

- Should you be unable to get an appointment in time at the closest VFS office, please inform us about this asap.
- You will travel to Austria on visa-free days and apply for a visa after arrival at the Austrian embassy in Bratislava.
- We will send you information on how to apply and what documents you need.
- Note: applying in Bratislava is an exception and not the usual process!

Travelling to Austria visa-free

- Some countries may grant visa-free days with which you can enter the Schengen Area. However, you still must apply for a visa D in your country of residence!
- If you plan to travel in the Schengen area on visa-free days before/after your exchange, track your visa-free days: Schengen visa calculator.
- Travelling to Austria on visa-free days? ➔ Register at the European Entry-Exit-System (EES)!
  - EES collects (digitally): personal data, travel document, facial image and/or fingerprints
  - Attention: long waiting times at the airport!

Visa D - the paperwork

Documents to submit at the Austrian representative authority abroad (embassy/consulate/VFS):

- Completed and signed Visa D application form
- 1 recent color passport picture, sized 3.5 x 4.5 cm for EU, not older than 6 months
- Valid passport (valid until at least three months after leaving the Schengen area; it must contain at least 2 empty pages and it must have been issued within the past ten years)
  - ✓ photocopy of page with your data (black and white copy)
  - ✓ photocopies of pages that contain entries and stamps (color copies)
- Proof of accommodation in Austria (e.g. student housing contract or tenancy contract)
- Proof of appropriate travel health insurance
- Proof of financial means to cover the living costs for the whole duration of the visa
- WU Letter of acceptance = confirmation of admission to study in Austria
- Letter of your home university = confirmation of your exchange at WU
- Flight, bus or train reservation

→ At the appointment: show originals and hand in copies of EVERYTHING

The paperwork - application form

- Filling in the form - clarifications:
  - Bordercrossing = the place where you enter the Schengen Area
  - Multiple entries = able to enter and leave the Shengen area more than once
  - Intended arrival/departure date: semester dates; min. 91 days duration
  - Inviting person = accommodation provider

- See filled-in application form sample.

The paperwork - picture

VIENNA

VISA PHOTOGRAPHS CRITERIA



All visa applications must include one recent photograph in colour meeting the **compulsory** internationally agreed standards.

The basic rules are simple:

face must cover 2/3 of photo and looking straight forward – eyes must be on the middle line or in upper half of the photograph - neutral expression please and mouth must be closed – hair must not cover face – **background must be light and plain** – no reflexion on glasses – photograph should be 45 mm high and 35 mm wide

Please have a look at some samples and turn the page for more detailed information.



The photograph must

- be in sharp focus and clear
- have a strong definition between the face and background
- be printed professionally

The photograph must show

- no shadows
- you facing forwards, looking towards the camera
- a neutral expression, with your mouth closed (no obvious grinning, frowning or raised eyebrowes)
- your eyes open and clearly visible (with no sunglasses or heavily tinted glasses, and no hair across your eyes)
- no reflection or glare on your glasses and the frames should not cover your eyes (you may find it easier to remove your glasses)
- your full head, without any head covering, unless it is worn for religious beliefs or medical reasons

CHILDREN Photographs of children must show a clear image that is a true likeness of the child. The eyes should be open and if you need to support a baby' s head, it is important, that your hand cannot be seen in the photograph.



Austrian Embassy Visa Department



Must meet EU photo standards

EQUIS ACCREDITED AACSB ACCREDITED ASSOCIATION AMBA ACCREDITED

The paperwork – travel health insurance

- You must purchase appropriate travel health insurance ➔ insurance card is NOT sufficient!
- The insurance company must provide you with an explicit written statement, which includes:
  - Your name
  - Countries of validity (Europe or Worldwide)
  - Period of validity (must cover the entire visa period)
  - Minimum coverage sum: EUR 30,000 (= USD 50,000) or unlimited
  - Guarantee to cover various health issues AND possible recovery and repatriation costs

The paperwork - financial means

- Necessary amount: approx. 4,500 to 6,000 EUR (depending on age/accommodation costs).
- **The amount must be in a bank account in your name only.**
- You can submit a foreign bank account. Please include the currency conversion rate, if needed. You must have full access to it while in Austria.
- Proof of sources of financial means:
  - Bank statements of the **past 3 months** clearly showing the full transactions and including the name/address of the bank account holder ➔ your own or your sponsor's
  - If financially sponsored, also include sponsor's letter of support
  - Scholarships, letter of grants etc. stating clearly time period and amount
  - If your parents support you and sign the letter of sponsorship: include copies of your parents' passports

Q&A

- Any questions from your side?