



D-visa

High school exchange students

Your application must contain all supporting documents in the order indicated below. Please print this checklist and add it to your application file. Incomplete applications may result in delays or refusal. Visa fees are not refundable.

This procedure is applicable to high school students whose studies in Belgium are organized and supervised by the following recognized organizations:

- **JINT vzw**
- **American Field Service (AFS)**
- **VIA (Vrijwillige Internationale Actie)**
- **International Youth Exchange (IYA)**
- **Youth for Understanding**
- **Bouworde**
- **International Association Agricultural Students (IAAS)**
- **Rotary Club International**
- **World Exchange Program**
- **Erasmus, Tempus, and Socrates Programs**

If your program is not mentioned, please contact the competent consular office.

<input type="checkbox"/>	1. Visa application form: Duly completed online and signed. Signature must be notarized when mailing application.
<input type="checkbox"/>	2. Passport not older than 10 years: Valid for at least 15 months from the intended date of departure to Belgium. Passport must contain at least 2 empty side-by-side pages. Provide a copy of the picture page in addition to the passport itself.
<input type="checkbox"/>	3. One recent color photo: American or European passport-size, less than 6 months old with white background.
<input type="checkbox"/>	4. Visa fee : see consular fee schedule under consular services
<input type="checkbox"/>	5. Proof of payment of the administrative fee: Must be paid through international wire transfer to the Immigration Office in Belgium. For instructions and amounts, see: Fee IBZ (bosa.be) . The applicant's name and the net euro amount received must be mentioned.
<input type="checkbox"/>	6. Proof of youth exchange: Must be issued on official letterhead by the affiliated recognized organization, duly signed by all parties involved.

□	<p>7. <u>Nationwide FBI criminal history record:</u> Required for all students over the age of 18. Records must remain in sealed envelope and cannot be older than six months. Criminal history records from FBI-approved channelers are accepted if they come in a sealed envelope. If you lived outside of the US during the entire past year: a criminal history record with the same conditions from that country.</p>
□	<p>8. <u>Medical certificate (PDF)</u> + 1 copy: Only the official model enclosed is accepted. It cannot be older than 6 months. For a list of affiliated physicians, click here. If you choose an unaffiliated physician, the doctor's signature must be notarized and the document must thereafter be apostilled.</p>
□	<p>9. <u>Proof of financial means:</u> A financial support document (prise en charge/tenlasteneming) on official letterhead from the affiliated recognized organization, duly signed by an authorized representative of the exchange organization in Belgium stating that all study related expenses including accommodation have been paid. Under 'Duly signed' are accepted: a digitally signed document OR a document including the representative's signature authenticated by the city administration in Belgium.</p>
□	<p>10. <u>If under the age of 18 :</u></p> <ul style="list-style-type: none"> • recent excerpt of the birth certificate + 1 copy; • written consent with notarized signatures of both parents or legal guardians + 1 copy. In the latter case: guardianship court order + 1 copy.
□	<p>11. <u>Prepaid and self-addressed envelope</u> (unless pickup in person):</p> <ul style="list-style-type: none"> • Legal size preferred; • Shipments with a tracking number are highly recommended; • The diplomatic post is NOT responsible for lost packages; • Washington DC and New York posts do not use FedEx.