



VISA D – APPLICATION

Researcher with hosting agreement

Submission & collection time: 9am-12pm

Embassy check	Applicant check	Document number	Original and / or copy	Description of the document
		1.	Original	This checklist , with boxes ticked, signed and documents in the sequence of this checklist.
		2.	2 Originals	Print-out of the Schengen visa application form properly completed online , signed and dated on the last page of the form + a recent passport-sized photo according to the ICAO regulations , pasted on the application form.
		3.	Original	Print-out of the confirmation email of your appointment.
		4.	Original + 2 Copies	Passport with at least three empty pages. Issued less than 10 years ago and valid for at least 12 months when your visa application is submitted. Copy of bio-data pages (this includes the signature page).
		5.	Original + 2 Copies	Singapore resident permit Employment Pass / Dependant's Pass / S Pass / Student Pass / Permanent Resident Identity Card + Re-entry Permit / Recent print out of SGWorkPass ...
		6.	Original + 2 Copies	Hosting agreement Dutch – French – English "Gastovereenkomst / Convention d'accueil " signed by both parties with an approved research organization in Belgium .
		7.	Original	Certificate of good conduct (for 21 years old and above) issued less than 6 months ago by the appointed authorities in your country of residence and / or country of origin. To obtain a "Certificate of Clearance" (COC) in Singapore: applicant must first make a personal appearance at the Embassy with his / her passport to request an introductory letter required by the Singapore Police Force . The COC needs to be authenticated by the Ministry of Foreign Affairs in Singapore and legalized by the Embassy (fees apply).
		8.	Original	Medical certificate issued less than 6 months ago, properly completed, stamped and signed by one of the medical doctors designated by the Embassy .
		9.	2 Copies	Proof of payment of the contribution fee , to be paid prior to the visa application. The contribution fee cannot be paid at the Embassy.

I HAVE BEEN INFORMED THAT:

- my passport will be kept for the duration of the visa processing time.
- the visa processing time is at least two weeks.
- my application will only be eligible for processing when the submitted file is complete.
- additional documents may be requested.

Signature:

Visa fee: 288 SGD, payable by Credit Card (Visa or Mastercard), nonrefundable and subject to change.

Legalization fee: 32 SGD per document.

For **accompanying family members** a separate and complete file needs to be submitted. Please refer to the list of requirements for a family reunion visa.