



## APPLICATION FOR A TEMPORARY RESIDENCE PERMIT FOR STUDY PURPOSES IN THE CANTON OF VAUD

FOR USE BY FOREIGN NATIONALS OF A COUNTRY THAT IS NOT A  
SIGNATORY TO THE AGREEMENT ON THE FREE MOVEMENT OF PERSONS  
CONCLUDED BETWEEN SWITZERLAND AND THE EUROPEAN UNION

All sections  
must be  
completed  
Tick the boxes  
that apply

### A/ Name and address of the school where studies are planned

School : ..... AVDEP member   
(<http://www.avdep.ch/>)  
Address (street, No) : .....  
Postcode, town : .....  
Contact person : ..... Tel. No : .....  
(except UNIL and EPFL) (except UNIL and EPFL)

### B/ Personal details of the student

Application number (completed by SPOP) : VD .....

Last name(s) : .....  
Maiden name : .....  
First name(s) : .....  
Date of birth : .....  
Sex :  Male  Female  
Marital status :  Single  Married  Separated  Divorced  Widow(er)  Registered partnership  
Nationality : .....  
Current address :  Switzerland  Abroad Street, No : .....  
Postcode : ..... Town : .....  
State/Canton : ..... Country : .....  
Last name(s) and first name(s) of father : .....  
Maiden name and first name(s) of mother : .....  
Reference person in Switzerland :  No  Yes : .....  
What is your relationship with the reference person : .....

**Identity data must be the same in all respects as that shown on the passport.**

### C/ Application Processing

The student may authorise the school where he/she is registered to follow up his/her application for a visa or a temporary residence permit for study purposes (except UNIL and EPFL).

The student authorises the school to handle the administrative follow-up of his/her application :  No  Yes

Place : ..... Date : ..... Signature : .....

### D/ Entry into Switzerland

Before his/her entry into Switzerland, the student must file a visa application with the Swiss consular representation closest to his/her regular place of domicile abroad using the form provided for this purpose (<http://www.bfm.admin.ch/bfm/en/home/themen/einreise/visumantragsformular.html>).

Swiss consular representation with which the visa application was/will be filed : .....

The Vaud cantonal authority responsible for the policing of foreigners, that is to say the Population Service, generally authorises in advance the granting of a visa by the Swiss consular representation abroad, but it is the latter authority that is exclusively competent for its issue. The student must then await abroad the final decision of the consular authority concerning his/her visa application, and to enter into Switzerland he/she must hold a valid national passport.

A stay for study purposes lasting a maximum of three months (similar to a stay for tourism) does not require the issue of a residence permit. For this kind of stay, the Swiss consular representation abroad may issue a visa pursuant to article 13, par. 1, letter c of the Ordinance of 24 October 2007 on Entry and Visa Procedure (OPEV).

If the student is already in Switzerland, he/she must notify his/her presence formally to the local authority (Population Control / Aliens Office) of the municipality where he/she is domiciled.

## D/ Information

### Legal Bases

- The legal bases governing the granting of a temporary residence permit for study purposes are stated in :
  - article 27 of the Federal Act on Foreign Nationals (FNA - [http://www.admin.ch/ch/f/rs/c142\\_20.html](http://www.admin.ch/ch/f/rs/c142_20.html));
  - articles 23 and 24 of the Ordinance of 24 October 2007 on Admission, Residence and Gainful Employment (OASA - [http://www.admin.ch/ch/f/rs/c142\\_201.html](http://www.admin.ch/ch/f/rs/c142_201.html)); and
  - article 7 of the Vaud Cantonal Act on the Application of Federal Aliens Legislation (LVLEtr - <https://prestations.vd.ch/pub/blv-publication/actes/consolide/142.11?key=1547451009827&id=53de95f7-61f0-4aa1-9df0-08ba21193bcc>)

### Processing Time

- The processing time for a duly completed application is about four weeks from its receipt by the Population Service. However, it is also necessary to take into account the transmission time of the visa application from the Swiss representation abroad to the Population Service, which may vary between two and three weeks.
- Processing time may be longer if a considerable number of applications are received at the same time, in particular at the beginning of the academic year for schools or universities, or if the application needs to be submitted for approval to the competent federal authority, i.e. the Federal Migrations Office in Berne.

### General Information

- The Population Service is competent to accept or refuse applications. However, the Federal Migrations Office may, at any time, take charge of applications accepted by the Population Service and, if appropriate, refuse entry into Switzerland (and therefore the granting of a temporary residence permit for study purposes), notwithstanding the acceptance of the application by the Population Service or by the Court of Administrative and Public Law of the Vaud Cantonal Court.
- If the student wishes to stay in a canton different from the one where he/she is studying, then it is the canton of the place where he/she is staying that is competent to issue the temporary residence permit for study purposes. The student must inform the competent authority of any changes in his/her domicile.
- Any change of the student's study plan during his/her stay in Switzerland must be notified immediately to the Population Service together with an explanation. This concerns any change of study orientation, school or extension of the stay for study purposes in relation to the dates indicated below at point E.
- The student's financial means are considered to be sufficient if the student, who is not in residence at a school or university, can count on about CHF 2'000. -- per month, plus accommodation expenses.
- Engagement in an accessory activity, in addition to studies, may be authorised at the earliest six months after the start of studies. The school must confirm that such accessory activity does not delay the planned studies. The maximum duration of accessory activity is 15 hours per week, or full-time during school vacations. Lastly, this accessory activity must be notified in advance to the Population Service and must be authorised by the competent cantonal Employment Service.
- Pursuant to article 90 of the Federal Aliens Act of 16 December 2005, the student and any third parties involved in the procedure must collaborate in the reporting of any facts that are decisive for the processing of an application for a temporary residence permit for study purposes.
- Pursuant to article 62, letter a of the Federal Aliens Act of 16 December 2005, the competent authority may revoke the temporary residence permit for study purposes if the student has made any false declarations or if he/she has concealed any essential facts during the procedure.

## E/ Study plan → all courses envisaged in Switzerland must be indicated

<u>School</u>	<u>Course</u>	<u>Expected diploma</u>	<u>Duration</u>
1) .....	.....	.....	.....
2) .....	.....	.....	.....
3) .....	.....	.....	.....

Course start date : ..... Final date set by school for entry into Switzerland : .....

End date of 1<sup>st</sup> year courses : ..... Planned end date of studies : .....  
*(where relevant, including completion of examination period)*

### Training with mandatory internships

Internships are authorised only for those students who are attending a school providing full-time occupational training. The total duration of such internships may not exceed half of the duration of the training.

### Scheduled internship periods during the student's training

1) .....	2) .....
3) .....	4) .....

! Internships must be notified in advance to the Population Service and authorised by the Employment Service.

