

Guide to applying for Schengen Visa

The Schengen Visa scheme allows those wishing to visit certain countries within the European Economic Area (EEA) to travel using only one visa. At present, twenty five countries in the EEA have signed up to the Schengen scheme:

Austria	Belgium	Czech Republic	Denmark	Estonia
Finland	France	Germany	Greece	Hungary
Iceland	Italy	Latvia	Lithuania	Luxembourg
Malta	Netherlands	Norway	Poland	Portugal
Slovakia	Slovenia	Spain	Sweden	Switzerland

Do I need a Schengen Visa?

If you are an International Student and you are in the UK on a Student Visa, you will need to have a Schengen Visa before you travel to the countries listed above. Full contact details of all foreign embassies in the UK can be found at

www.fco.gov.uk/about-the-fco/what-we-do/building-strong-relationships-ol/foreign-embassy-uk

What type of Schengen Visa is right for me?

There are three types of Schengen Visa;

- **The Airport Transit Visa** – this visa allows you to transit through one area of an airport of a Schengen area, but not to leave the airport before you fly on to your next destination.
- **The Transit Visa** – this visa allows you to travel through the territory of one or more Schengen member states on the way to another country outside the Schengen area.
- **The Short Stay / Travel Visa** – this allows you a visit of up to three months in any six month period. This is the visa that most students wanting to travel within the Schengen area as tourists or conference attendees will require.

Where do I apply?

- First decide where you want to travel to.
- If you are travelling to just one country you must obtain a visa from that countries embassy in the UK.
- If you are travelling to more than one country, you should apply for a visa from the embassy in the UK of the country where you will spend the majority of your time.
- If you plan to spend an equal amount of time in several counties, you should apply for a visa from the embassy of the country you will visit first.

How do I apply for the visa?

- You must complete an application form; these can usually be downloaded from the embassy website of any Schengen country.
- You need to provide various documents supporting your application:
 - Your passport
 - Completed application form
 - Evidence of the purpose of your visit – invitation from friends, travel plans, conference booking etc
 - Bank statements showing you have enough funds to support yourself
 - Enrolment letter from the Student Centre
 - Evidence of valid medical insurance
 - Passport sized photographs – see application form for the number required
 - The fee – varies depending on which country (usually about £45)

Useful tips!

- Some embassies require you to have a specific amount of time left on your UK visa after your return date to the UK this is usually 3 months. Check the embassy website for details.
- Keep a copy of your application form and any documents you send with it.
- Processing time can vary, be sure to apply in plenty of time before you intend to travel.
- Most embassies require you to attend in person in order to process your visa application. Most embassies are located in London. The nearest embassies to the University of Bolton are the Italian and Spanish embassies, which are located in Manchester.