



## Embassy of the Kingdom of Belgium in Kuala Lumpur, Malaysia

### VISA D – STUDENT

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<https://diplomatie.belgium.be/en/malaysia>

Submission & collection time: 9am-12pm

Embassy check	Applicant check	Document number	Original and/or copy	Description of the document
		1.	Original	<b>This checklist</b> , with boxes ticked and documents in the sequence of this checklist.
		2.	Original	Pint-out confirmation email, that you have an appointment for your visa application.
		3.	2 Originals	Two <a href="#">visa application forms</a> properly completed. Signed and dated in field 36 + 37 as well as on the last page of the form.
		4.	2 Originals	Two <b>recent</b> passport-sized <b>photos</b> according <a href="#">to the ICAO regulations</a> .
		5.	Original + 2 Copies	<b>Passport</b> 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)
		6.	Original + 2 Copies	<b>Malaysian resident permit</b> (Identity Card in case of Malaysian) Employment pass/Dependant's Pass/Work permit/Student pass/Permanent Resident card + Re-entry Permit/...
		7.	2 Copies	<b>Admission/Registration letter from the University/School in Belgium</b> Proof of admission or registration for a full course in a higher education establishment in Belgium (a certificate drawn up – in accordance with the model standard form set by ministerial decree).
		8.	Original + 2 Copies	For students of an Exchange program: student status <b>letter from the University in Malaysia</b> , including that you have been accepted to go on exchange to Belgium.
		9.	Original + copy	<b>Diploma of completed secondary education</b> , permitting higher education. Documents not issued in Dutch, French, German or English must be translated by <a href="#">an approved translator</a> of the Belgian Embassy. Translations must then be legalized by the Embassy. Fees apply.
		10.	Original	<b>Legalized certificate of good conduct</b> (for 18 years old and above) issued less than 6 months ago by your country of residence (must be legalized by the Malaysian Ministry of Foreign affairs and legalized by the Embassy of Belgium, Kuala Lumpur) or country of origin (it needs to be legalized by the Ministry of Foreign affairs and the Embassy of Belgium from country of origin).
		11.	Original	<b>Medical certificate</b> issued less than 6 months ago. It must be properly filled out and stamped and signed by the medical doctors designated by the Embassy. Kindly contact Clinic Segara at +60321632140
		12.	2 copies	Recommended: <b>Travel insurance certificate</b> + policy covering all medical costs in Belgium for at least 30 000 EUR and valid for a duration of at least 3 months. Insurance must state claims payable in Belgium. <b>OR</b> a scholarship certificate with formal clause covering all medical costs and valid for the duration of the entire scholarship. <b>OR</b> <a href="#">European Health Insurance Card</a> for mobility students who continue their studies in Belgium. Exchange students are exempted.
		13.	Original + 2 Copies	<b>Proof of sufficient financial means</b> by one of the following: <b>1. Self-supporting</b> <b>Scholarship certificate OR Bank loan certificate OR Financial certificate from the University in Belgium</b> confirming an amount has been transferred to the University's account in Belgium for your living expenses during your studies. This is possible by signing an agreement between the University and yourself. When this is sent by email, it should also be sent by the University to the visa office of the embassy. <b>OR</b> <b>2. By Guarantor</b> with following required documents: <ul style="list-style-type: none"> <li>- Annex 32 (available only in <a href="#">Dutch</a> or <a href="#">French</a>, with help of translation <a href="#">Dutch to English</a> and <a href="#">French to English</a> provided).</li> <li>- Completed but the guarantor signs only at the Embassy (fees apply).</li> <li>- Salary slips of the last 3 months of the guarantor.</li> <li>- Bank statements of the last 3 months of the guarantor.</li> <li>- Employment contract or recent attestation of Employment (or SSM Business profile for self-employed) stating your starting date, position, yearly salary and type of employment contract.</li> <li>- Income tax return (latest).</li> <li>- Copy of the guarantor's passport (including bio-data pages + signature page).</li> <li>- Proof of filiation for a relative up to the third degree (in case the guarantor is a non-EU citizen without a residency in Belgium for an unlimited period of time). If the birth act is issued abroad: see <a href="#">procedure of legalization of documents</a>. Documents not issued in Dutch, French, German or English must be translated by <a href="#">an approved translator</a> of the Belgian Embassy after the legalization. Translations must then be legalized by the Belgian Embassy. Fees apply.</li> </ul>
		14.	Original + 2 Copies	Proof of payment of the <a href="#">administrative fee</a> . Only possible via bank transfer and to be paid prior to the visa application. Cannot be paid at the Embassy.
		15.	Original	Signed and dated <b>form Language Use</b> : to choose the language in which you would like to be informed about the decision in your visa application.
		16.	Original	<b>Questionnaire</b> to be completed at the Embassy. This will take approx. 45 min to maximum 60 mins. Exemptions: - Students with selection test prior to issuance of admission certificate; - Students with scholarship from Belgian State; - Exchange or mobility students.
		17.		<b>Visa Fee/Legalization fee</b> – Please refer to the link Visa fee & legalization fee payable by Debit/Credit Card (Visa or Mastercard) or Instant transfer and non-refundable

## USAGE INTERNE - INTERN GEBRUIK

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 three weeks.
- my application will only be eligible for processing when the submitted file is complete. The applicant has 30 calendar days to complete his file, after 30 days the incomplete file will be submitted to Belgian Immigration.
- students younger than 18 need to present a letter of consent signed by both parents.
- additional documents may be requested

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.

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**Signature:**

