

TEMPORARY RESIDENCE VISA FOR STUDENTS (UNIVERSITY or EQUIVALENT)

Step 1: Fill out an application form online: <https://visaonweb.diplomatie.be/en>

Step 2: Decide whether you will send your application file by mail or hand it in person in Montreal. Make an appointment on visaonweb to apply in person or disregard the functionality “make an appointment” if you choose to send your application by registered mail.

Step 3: Finalise the process on visaonweb. Print out your form, date it and sign it.

Step 4: Gather all the documents listed below and add your form to your application file.

Step 5: Mail your application package to the Consulate General by registered or secured mail (FedEx, UPS, Purolator...), or apply in person on the set appointment date.

The address is: Consulate General of Belgium, 1000, rue Sherbrooke Ouest – Suite 1400, H3A 3G4 Montréal, QC by registered or secured mail (FedEx, UPS, Purolator...).

1. Proof of transfer to Belgium of the administrative fee:

- Amount: 209 Euros
- Beneficiary - Name: SPF Intérieur, Office des étrangers,
Address : Boulevard Pacheco 44, 1000 Bruxelles
- IBAN: BE57 6792 0060 9235
- BIC: PCHQBEBB
- Bank – Name: BPOST SA,
Address: Centrum Monnaie (no number), 1000 Brussels
- Communication: NAME First Name NATIONALITY Birth date (DDMMYYYY) art. 58 (*Example: SMITH Anne CAN 28021981 art 58*)

More info: [administrative fee](#)

2. The original **enrolment or letter giving admission in Belgium to a university** or an institution of higher education, recognised by the official authorities in Belgium.

3. One recent Canadian passport-sized **photograph** (color).

4. **National passport**, valid for the duration of studies + 3 months. If you are a foreign student, send proof of your status in Canada as well.

5. If you are **21 years or older**: a **police certificate** or criminal record **with fingerprints** issued by the RCMP, within the last 6 months. This document **should bear the original signature, full name of the authorised police officer and official stamp**.

6. A **medical certificate**, issued by a family physician or an [accredited doctor](#). This document **must bear the physicians stamp or the seal of the medical office**. If you choose a family physician, please check on

line whether your doctor is accredited with the Provincial College of Physicians, **print out the result and include this proof in your file.**

7. a **proof of solvency**: if you have a scholarship, a mobility grant, a savings account or a loan, please send copies of these documents with your file.

8. a **[pledge of support for students](#)** signed by your sponsor (a Canadian or a permanent resident in Canada), whose signature will be legalised by us. The signature's authenticity must be witnessed by a commissionaire of oaths/notary public before sending it to us. Your sponsor must provide us with a photocopy of an official identity document -e.g. driver's license, passport- to confirm his/her signature. Do not forget to include his/her 3 most recent bank statements and 3 last paystubs.

9. **Payment of consular fees**

It concerns **visa fee** and **legalisation** of the pledge of support and/or police certificate. Payment only by money order or bank draft in the name of Consulate general of Belgium. Personal cheques are not accepted. At the Consulate general credit and debit cards are accepted.

Summary

- Visa fee + legalisation of police certificate: **320 CAD**
- Visa fee + legalisation of pledge of support: **320 CAD**
- Visa fee + legalisation of police certificate and pledge of support: **352 CAD**

10. a **self-addressed and pre-paid return envelope** – e.g. **Xpress Post, FedEx, UPS**, etc. (return passport and other official documents).