



Embassy of the Kingdom of Belgium in
HELSINKI

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Researcher Visa – List of required documents

Context : If you have signed a host agreement with a university or a private organisation, you can apply for a researcher visa. You do not need to apply for a Belgian work permit. However, if you are going to work for a research organization approved by the Belgian federal science policy or if you do not have a host agreement, your employer has to start a single permit procedure at one of the Regional Economic Migration Departments (Brussels-Capital, Flanders or Wallonia).

If you are a Third Country National wishing to stay in Belgium for more than 90 days, you need to apply for a D type visa.

These are merely the standard documents. We might require further evidence at the course of the process.

- ☐ Enclosed visa application form
- ☐ 2 recent identity photos in color, standard size 35 x 45 mm with light and uniform background. Please note your name on the back side of the photos
- ☐ Enclosed language form
- ☐ Enclosed notice "willingness to integrate"
- ☐ National passport valid at least 12 months & containing at least two empty visa pages – please prepare copies of the identity page + issued visas
- ☐ Copy of your valid residence permit in FIN/SWE/NOR/ISL/DNK/EST
- ☐ Enclosed medical certificate that has to be filled out by a doctor
 - Issuing doctor
FIN/SWE/NOR/ISL/EST: any doctor of your choice
DNK: the advised doctor on the back side of your yellow health insurance card (please provide a copy of this card)
 - Apostil legalization by a notary public required in all other countries than DNK and EST that have a bilateral agreement with Belgium
- ☐ Host agreement (*Convention d'accueil / Gastovereenkomst*) signed by yourself and the Belgian organization, with minimum remuneration of 1559,38 EUR gross/month
- ☐ Curriculum vitae

☐ Police clearance certificate from your current country of residence FIN/SWE/NOR/ISL/DNK/EST. Requirements: recent max 6 months, issued directly in English/Dutch/French/German or provided with a translation by a sworn translator into one of these languages. Apostil legalization by a notary public required for extracts and translations from NOR and ISL

☐ Receipt of payment: Visa handling fee 180 EUR

Beneficiary: Embassy of Belgium in Helsinki

IBAN: FI68 1722 3000 0002 49

BIC: NDEAFIHH

Please add a clear message such as: visa application + name of the applicant

Citizens of Morocco, Israel, San Marino, Japan and Turkey are exempted from the visa handling fee

☐ Receipt of payment: Visa contribution fee 144 EUR

Beneficiary: SPF Intérieur, Office des étrangers, boulevard Pacheco 44, 1000 Bruxelles

IBAN: BE57 6792 0060 9235

BIC: PCHQBEBB

A message to the payment must be added in the following format:

Surname First Name Nationality Date of Birth (DDMMYYYY)

More information on the website of the Belgian Immigration Office: [Fee](#) | [IBZ](#)

We advise you to read the information carefully and check that you do not fall into any of the few categories of exemption (long term residents with special status in another EU country who pay 184 EUR, etc.)

Note: If you receive a scholarship (salary)

- from a public organization established in Belgium (state, communities, regions, provinces, municipalities, public universities, public utility foundations)
- from an international organization of which Belgium is member (such as the EU funded Erasmus scholarships)

you are exempted from both the handling fee and the contribution fee

- If you have been granted a scholarship by a Belgian organization, please present a standard form (link to the form in French [here](#) and in Dutch [here](#)) filled out by a representative of the organization

- If you have been granted an Erasmus scholarship by an organization in FIN/SWE/NOR/ISL/DNK/EST, please have the document "Bourse attestation" filled out by a representative of your organization. If it concerns an Erasmus scholarship, the university representative needs to check the second lowest box "an international organization established under public law and of which Belgium is a member" (this refers to the EU)

The application is only considered admissible with a proof of the paid fees.