Embassy of the Kingdom of Belgium in
HELSINKI

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Au pair Visa – List of required documents

Context : The au pair is a young person temporarily hosted by a family in Belgium. The family provides accommodation and food in exchange for light family duties. Participating in family life allows the young person to improve his or her language skills and to develop his or her general culture through a better knowledge of Belgium. The au pair has to obtain a work permit before being placed with a host family. He or she must then apply for authorization to stay in Belgium for more than 90 days (D type visa) at the Embassy of Belgium in Helsinki.

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. It is mandatory to send them as separate pdf documents. Any other form (photograph etc) will be rejected

☐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 less than 6 months old 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

☐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

☐Original and valid Belgian work permit (returned to you at the end of the visa process)

☐Proof of enrollment in a French, Dutch or German language program

☐Proof of insurance of the au pair during the stay in Belgium

☐Description of the program (schedule of tasks) of the au pair during the stay in Belgium

☐Receipt of payment: Visa handling fee 250 EUR. The net value should arrive without charges to the embassy account :

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 242 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 (Turkish citizens who are exempted from the contribution fee, long term residents with special status in another EU country who pay 198 EUR, etc.)

The application is only considered admissible once you show a proof of the paid fees.