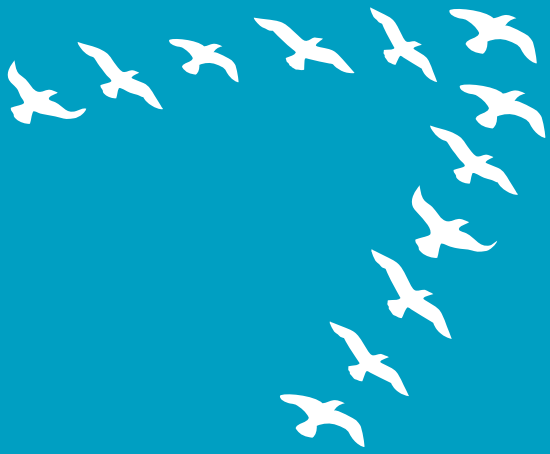

Immigration Guidance

Travelling in Europe: Schengen Visas

Tier 4 (General) Students

THE UNIVERSITY *of* EDINBURGH

For students on a Tier 4 General visa who want to travel in Europe.

Schengen visa

If you want to travel to Europe during your studies you may need to apply for a Schengen visa. Always check with the embassy or consulate of the country or countries you plan to visit to find out if you'll need a visa to travel there.

A Schengen visa permits you to travel to and between:
Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, The Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden and Switzerland.

A 'short stay' Schengen visa allows a visit of up to 90 days in any 180 day period. If you're travelling to any of the above countries as a tourist or to attend a conference, this is the visa you'll need.

You can only apply for a Schengen visa if you are in the UK on a Tier 4 visa. Students on a student visitor visa cannot apply for a Schengen visa.

How to apply

The application process varies between countries, so check with the embassy or consulate of each country you wish to travel to.

- If you're travelling to one country only, apply to that country's embassy.
- If you're travelling to several countries, apply to the embassy of your main destination – that's the country in which you'll be spending most time.
- If you're travelling to more than one country but don't have a main destination, apply to the embassy of the country you plan to visit first.

When to apply

Apply as soon as possible. You will need to think about possible delays to the application process when considering your travel plans – most embassies recommend that you apply at least 4 weeks before travelling but no more than 3 months before your intended travel date.

Please note you need to have at least 3 months left on your passport as well as 90 days left on your UK visa (some Schengen countries require 180 days) on the day you plan to travel back to the UK. Please check with the embassy of the country you wish visit for further information.

The cost

The cost will vary depending on the country you plan to travel to, but it's generally around £50.

Documents you need

You will need the following documents (originals are needed):

- An application form (available from the appropriate embassy). Make sure your application is well prepared, that your handwriting is legible and that you have all the necessary documents with you. Missing documents is one of the most common reasons why applications are refused.
- Your original passport and visa.
- Recent passport-sized photographs (usually two, but this varies between countries).
- Evidence of the purpose of your visit, for example flight/hotel reservation details or an invitation letter.
- Evidence of your return flight to the UK.
- Evidence of funds to support you during your trip – not all countries require this, but it is wise to have at least 3 months' worth of bank statements available. As a general guide you should allocate about £30 per day for each day of your trip.
- Evidence of your student status – a letter confirming your study details can be obtained from your school office or from Registry. If you have completed your programme, the University will not be able to provide this letter.
- Proof of medical insurance to cover you during your trip. This should cover all the countries you are visiting.

It is advisable to bring the above documents when travelling as they might be requested at the border.

Travel to non-Schengen countries

If you plan to travel to a country outside of the Schengen area, including non-EU European countries and the Republic of Ireland, contact the embassy or consulate of the country you wish to visit for information on the visa you'll need and how to apply.

Advice for travelling abroad

Remember to keep your travel documents safe when you're travelling abroad. Look out for opportunist thieves, who often target students for their passports and visas. It's best to leave your documents locked in a hotel safe if possible. If you must carry them with you when you're out and about, guard them carefully, especially on public transport or when you're in busy areas.

It's a good idea to carry a copy of your passport and visa with you – this makes it easier to apply for replacements if you need them.

If you lose your passport and/or visa

If you lose your passport, contact your embassy right away. In most cases, the embassy will provide an emergency travel document so you can travel back to the UK or your home country, where you can apply for a full replacement passport.

If you lose your Tier 4 General visa (whether it's in your passport, or on a separate Biometric Residence Permit), you will not be able to travel back to the UK. You will have to apply for a temporary replacement visa in the country you lost your visa in, or return to your home country to arrange a replacement visa from there. Once you are back in the UK, you will have to apply for a full replacement visa. The International Office can help you with this.

More information

If you lose your passport and/or visa whilst travelling in Europe, you can contact the International Office for advice, at 33 Buccleuch Place, Edinburgh EH8 9JS or by email at: **visahelp@ed.ac.uk**

Other contacts

You can find a list of consulates based in Edinburgh on the City of Edinburgh Council website.

www.edinburgh.gov.uk

For address and contact detail of Embassies and High Commissions based in London visit the website.

www.embassy.uk.com

Find us on:

www.facebook.com/edinburghuniversityinternational

twitter.com/IntOffice_UoE

isasuoe.wordpress.com

www.ed.ac.uk/immigration

The International Office, 33 Buccleuch Place, Edinburgh EH8 9JS

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