

Residence Permit

- **Mandatory ! If you stay for more than 3 months in Switzerland**
- Contact : Office cantonal de la population et des migrations - OCPM
- Deadline to apply : **1 week** from today
- **State your final address in Geneva.** Your permit will be sent there



Residence permit / World

- Go in person to the OCPM with :
- Copy of E Forms and attachments
- Copy of our passport + take the original
- Copy of the IA statement
- UNIGE student card
- Cost \cong CHF 250.-.



Residence permit / EU citizens

- Documents to be sent to the OCPM:
- E Forms and attachments
- Copy of our passport
- 1 passport photo
- Copy of your IA Statement
- Proof of financial means

If needed - Ask for an « Attestation de séjour » (CHF 25)



If you are living **in France**:



You don't need to apply for a Swiss residence permit.



World citizens : please contact the French authorities to get a residence permit



If you are living **in the canton de Vaud**:



Contact the Population Office of the commune where you are living to get your residence permit.

Form to fill: Form E



REPUBLIQUE ET CANTON DE GENEVE
Département de la sécurité, de l'emploi et de la santé
Office cantonal de la population et des migrations

Application for a Student Permit
including Renewal

E

Type of request:

To be completed in **BLOCK CAPITALS**, dated and signed before mailing. Additional instructions on the 3rd page.

1. Type of request *(tick as applicable)*



- Student Doctoral student /post-doctoral fellow Exchange program student
 1st application Renewal
 Ancillary activity Assent Traineeship within study's program Profitable activity

X - Exchange
program student
X - 1st application

Personal information:

2. Beneficiary

- 2.1 Surname(s): _____ 2.2 Unmarried name: _____
2.3 Given name(s): _____ 2.4 Nationality: _____
2.5 Date of birth: _____ 2.6 Place of birth: _____
2.7 Gender: F M 2.8 Marital status: _____
2.9 Mother's surname(s): _____ Given name(s): _____
2.10 Father's surname(s): _____ Given name(s): _____
2.11 E-mail address: _____ 2.12 Phone number: _____
2.13 Previous stays in Switzerland: no yes If yes, indicate years: _____

Your family:

3. Spouse / partner : Arriving also in Geneva ? <input type="checkbox"/> no <input type="checkbox"/> yes <i>(if yes, individual form to be completed)</i>				
3.1 Surname(s):	<input type="text"/>	3.2 Given name(s):	<input type="text"/>	
3.3 Date of birth:	<input type="text"/>	3.4 Nationality:	<input type="text"/>	
4. Children				
4.1 Surname(s)	4.2 Given name(s)	4.3 Date of birth	4.4 Gender	4.5 Arriving also in Geneva? <i>(if yes, individual form to be completed)</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> F <input type="checkbox"/> M	<input type="checkbox"/> no <input type="checkbox"/> yes
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> F <input type="checkbox"/> M	<input type="checkbox"/> no <input type="checkbox"/> yes
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> F <input type="checkbox"/> M	<input type="checkbox"/> no <input type="checkbox"/> yes

Your address at home and in Geneva:

5. Address abroad					
5.1 Full address:	<input type="text"/>	Locality:	<input type="text"/>	Country:	<input type="text"/>
5.5 Embassy / consulate, responsible for your place of residence:	<input type="text"/>				
6. Address in Geneva (if already known)					
6.1 Owner:	<input type="checkbox"/>	Tenant:	<input type="checkbox"/> <i>(attach a copy of the lease)</i>	Subtenant:	<input type="checkbox"/> <i>(attach the landlord's written confirmation)</i>
6.2 Street:	<input type="text"/>	No:	<input type="text"/>	6.3 Apartment No :	<input type="text"/>
6.4 Postal code:	<input type="text"/>	6.5 Locality:	<input type="text"/>		
6.6 c/o: Surname(s):	<input type="text"/>	6.7 Given name(s) :	<input type="text"/>		
6.8 Official Housing Number:	<input type="text"/>	6.9 Floor:	<input type="text"/>	6.10 Number of rooms:	<input type="text"/>
6.11 Date of arrival in Geneva <i>(mandatory)</i> :	<input type="text"/>				

Your study program:

7. Study Program

7.1 School name: University of Geneva 7.2 Course start date: 17.02.2020

7.3 Courses taken in capacity as: intern external

7.4 Degree(s) envisaged and expected date of completion:
Student exchange, no degree expected

7.5 Other studies envisaged ? no yes (fill out points 7.6 to 7.9)

7.6 School name: 7.7 Course start date:

7.8 Courses taken in capacity as: intern external

7.9 Degree(s) envisaged and expected date of completion:

7.10 Studies completion date:

7.11 Reasons why you chose Geneva:
One semester of exchange in the framework of my university studies

7.12 Indicate your specific intentions upon studies completion:
Go back and finish my university studies at home

8. Information on your Criminal Record (optional only for EU / EFTA nationals)

8.1 Have you ever been convicted in Switzerland or abroad ? Yes No

7.1. University of Geneva

7.2. 17.02.2020

7.3. External

7.4. Student exchange, no degree expected

7.5. No

7.11. One semester of exchange in the framework of my university studies

7.12. Go back and finish my university studies at home

Financial means:

Beneficiary's Data Reminder

Surname(s): Given name(s):
Date of birth: Nationality:

9. Financial guarantees

9.1 How do you envisage to finance your living expenses?

My own means

Support by close relatives (if so, form O to be attached):

Surname(s): Given name(s):
Family relationship: Place of residence:

Support by a third party (if so, form O to be attached):

Surname(s): Given name(s):
Place of residence:

9.2 How much money will you have to finance your first year of studies?
.....

9.3 How will you receive your financial means? (from hand to hand, mailing, bank transfer, other)
.....

9.4 How often ? (from time to time, monthly, quarterly, other)
.....

To leave empty, except if you organised an internship:

10. Employer (to be completed in case of a profitable activity / ancillary activity / traineeship)

10.1 Company / corporate name: 10.2 Economic sector:

10.3 Street: 10.4 No. :

10.5 Postal code: Locality: Country:

10.6 E-mail address: 10.7 Phone number:

10.8 Proxy:

10.9 Street: No.:

10.10 Postal code: Locality: Country:

10.11 E-mail address: 9.12 Phone number:

11. Information on Profitable Activity

11.1 Employed Independent 11.2 Employed as:

11.3 Monthly Gross Salary (in Swiss Francs): 13th Salary: yes no

11.4 Duration of the profitable activity: Permanent as of: Fixed-term, starting from: to:

11.5 Business address:

11.6 Number of hours worked per week:

Cantonal Office for Population and Migration

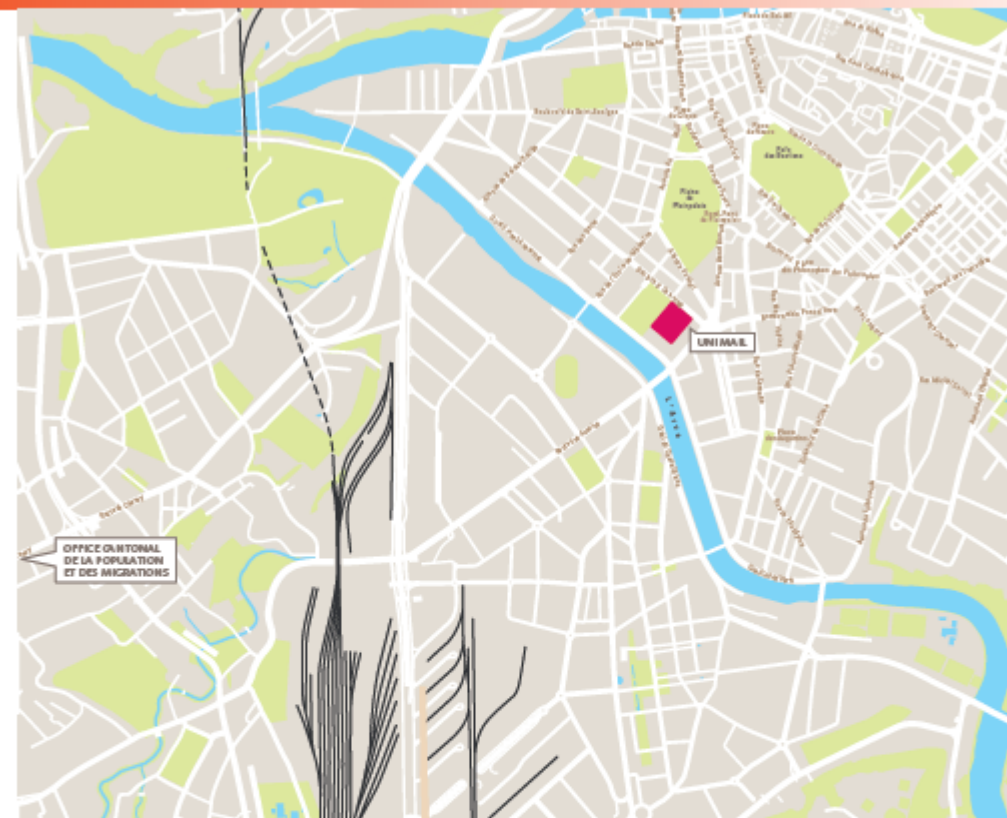
Opening hours:

Monday, Tuesday, Thursday, Friday
7h30-13h30

Wednesday
9h00-16h30

Public Transports access:

Tram 14, Bus J, K
Stop «Bandol»



L'Office Cantonal de la Population et des Migrations (OCPM)
www.ge.ch/organisation/office-cantonal-population-migrations-ocpm

Heures d'ouverture:

Lundi, mardi, jeudi, vendredi
7h30 - 13h30

Mercredi: 9h - 16h30

S'y rendre:

88 route de Chancy - 1213 Onex

Transports publics: 14 - K - J

Arrêt: Bandol

tpg.ch