



TLSCONTACT VISA APPLICATION CENTRE– UNITED KINGDOM

LIST OF DOCUMENTS

INTERNSHIP OR TRAINING

Internship or training (more than 90 days)

All documents submitted must be in English, French, Dutch or German.

The foreign official documents must be legalized or carry an apostil, unless an exemption is provided in a treaty.

All the relevant information on this formality is available on the website of the [SPF Foreign Affairs](#).

For further information please click [here](#).

Please note that you will need to separate 2 identical sets of documents (if documents are double sided, make sure you provide the photocopy of both sides).

MANDATORY DOCUMENTS

Two duly completed and both signed VisaOnWeb application forms (2 signed copies)

The VisaOnWeb form with the bar code is available once the registration via [VisaOnWeb](#) is completed.

Please note that will be the only application form accepted.

Four (4) ID photos meeting the ICAO standards

- *Attached with a paper clip; In color;*
- *Size 3.5cm X 4.5cm;*
- *White plain background;*
- *Less than 3 months old.*

Passport (Original, Copy)

- *A travel document where a visa can be issued with a minimum validity of 12 months (e.g.: a passport);*
- *With at least 2 blank pages (side by side);*
- *Not older than 10 years old from the first issue date.*



Proof of payment for the [contribution](#) to the Ministry (Original, Copy)

If required. Please refer to the website of Foreign Affairs Ministry for more information.

Passport bio-page (Original, Copy)

- *Original and Copy of the **Passport bio-page**;*
- ***UK visa** page (equivalent of UK residence permit).*

Proof that you are studying in Belgium, in one of the EU country members or in Switzerland (Original, Copy)

Proof that the internship is mandatory as part of your study (Original, Copy)

[Certificate of good conduct](#) (Original and Copy)

If you are 18 years old and over, your original certificate of good conduct covering at least the last year. It must also be [legalized](#).

Please note that one can't submit an DBS certificate in lieu of an ACRO/Police Certificate.

Original medical certificate (Original, Copy)

- *By a medical practitioner approved by the Belgian Embassy, London;*
- *For the list of medical practitioners approved by the Embassy of Belgium in London please click [here](#).*

Proof of sufficient funds to cover your stay in Belgium (at least 958,91 € per month) (Original, Copy)

Additional documents, even if not featured in the list above, may be required by the Embassy. The applicant is hereby informed that submitting the above-mentioned documents does not guarantee automatic issuance of a visa.

IMPORTANT REMARK: *Guarantees for return (assessment of migration risk): the applicant is requested to provide as much information as possible to document his/her family background, professional and socio-economic status, ownership of land or real estate (for instance: proof of family bonds with his/her country of origin, proof of regular income and stable source of revenues from the applicant and/or his/her partner, proof of property, etc.).*

This information is essential to correctly judge the intention of the applicant to leave the Schengen area before the expiry of his/her visa.