

Visa application procedure for students from Namibia

The Consulate General of France in Johannesburg is in charge of issuing visas to residents in Namibia intending to study in France for a period exceeding three months. To submit an application, the following steps are to be taken into consideration (**mandatory**):

1. Book an appointment at the French Consulate in JoBurg (email: visas.johannesburg-fslt@diplomatie)

2. Contact the Cooperation and Cultural Department of the French Embassy in Namibia in order to obtain a **validation letter** that has to be shown on the day of appointment at the French Consulate in JoBurg, providing:

- copy of the passport;
- letter of motivation specifying the reasons for study in France and in the envisaged institution;
- proof of Registration at the envisaged Institution in France (see below - point 3.5).

(contacts : patrick.portes@diplomatie.gouv.fr and cad.windhoek-amba@diplomatie.gouv.fr)

3. Prepare the following documents:

3.1 Passport: It must be no older than 10 years and valid for the duration of the studies in France (if the student intends to study more than one year in France, the passport must be valid for at least 1 year). It must have at least 2 valid blank pages (marked VISA). For non-Namibian passport, copy and original of valid Namibian permit (permit must be valid for at least 6 months after the date of submission of documents at the French Consulate).

3.2 Long Stay Application Form (to download at <https://johannesburg.consulfrance.org/PROCEDURE-FOR-STUDENT-VISA-APPLICATION-FROM-NAMIBIA>): All fields must be properly filled out. Form must be signed by applicant. In case of minors, form must be signed by both parents. If you indicate "no occupation" at point 21, please add to your file an explanatory letter regarding your current situation.

3.3 Color ID Photos : 2 color ID photos as required by Schengen Standards.

3.4 Proof of sufficient funds : Bank certificate mentioning the capital and yearly income of the applicant and stating that the funds are transferrable to France.

3.5 Proof of Registration at Institution in France: A signed and stamped letter on letterhead from Institution/University in France confirming applicant's enrollment for a long training/study course. Letter must also set out dates and locations of training/study courses.

3.6 High School certificates and College diplomas : Copies of all High School certificates and College diplomas must be furnished.

4. Lodge in person the application at the French Consulate in Johannesburg upon day of appointment. Please bear in mind that the processing time for a student visa is on average **ten days**. It means that the passport is given back on the same day so that the applicant may return to Namibia while the application is being processed;

5. Once the visa has been granted, applicant has two options:

- whether come back to the French Consulate in Johannesburg to hand the passport. Visa will then be issued forthwith,
- or send the passport by post (it is highly recommended in that case to choose DHL or Fedex or any other company deemed reliable) to the French Consulate in Johannesburg, with a prepaid envelope enclosed to send it back. It is important to note that the French Consulate shall not be held liable should the passport be lost by the courier service.

French Authorities are pleased to inform that all visa fees are waived.