

Ecumenical Youth Council in Europe aisbl



Visa application guidelines

If you are accepted to participate in an EYCE event, it might be the case that you need a visa.

To make the procedure easier for you, EYCE and the hosting organisation, we advise to follow these guidelines during the application procedure.

Already before applying for an EYCE event, check whether you need visa for the respective country where the event takes place! You can do that with the embassy or consulate of the respective country in your country. Please note that participants needing a visa are advised to apply for the event as soon as possible in order to avoid any troubles in getting a visa.

An official "Letter of invitation" needed for obtaining the visa will be issued and sent to the selected participants needing visa as soon as possible. It is the responsibility of the participant to contact the embassy and follow the procedures.

Please **do not go ahead** applying for a visa prior to receiving the letter of acceptance to the training course! The selected participants will be instructed carefully whom to address in order to obtain documents needed.

Please be very careful and ask the Embassy exact details of the documents needed. Some of you might not need a visa, but a proof that you will be insured and taken care of during your stay in the country where the event takes place. In any case please let us know as soon as possible, so we can ensure that all participants get the documents on time.

The **cost of the visa is included in the travel costs and reimbursed upon presentation of a receipt.** Agency fee or visa service fee is not reimbursed. If the participant has to travel to get the visa, the cost of the travel is not automatically reimbursed. The participant should contact the EYCE office and check if the reimbursement of the travel for the visa is possible.

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