

REQUIREMENTS FOR SCHENGEN VISA APPLICATION | Finland and Sweden



NOTE: Holders of a **biometric** passport of Albania, Bosnia-Herzegovina, Georgia, North Macedonia, Montenegro, Moldova, Serbia or Ukraine do **not** require a visa.

SUBMIT THE FOLLOWING DOCUMENTS TO SUPPORT THE VISA APPLICATION

Please note that **you must bring with you originals + photocopies** of supporting documents with your application. The visa officer will return the originals and keep the copies. The Embassy does not make copies. If you submit only originals, they will not be returned. In individual cases, other documents than listed below may also be requested.

The documents must be in English, Finnish, Swedish or Greek language. If your document is in another language, you must get it translated by an official translator into one of the languages mentioned.

MINIMUM REQUIRED DOCUMENTS FROM ALL APPLICANTS

1. **SCHENGEN [VISA APPLICATION FORM](#).** The form needs to be duly completed, dated and signed by the applicant.
2. **ONE COLOUR PHOTOGRAPH.** Please check the [Official guidelines for the required photograph](#).
A photograph older than 6 months will not be approved.
3. **VALID TRAVEL DOCUMENT.** The travel document must be valid for a minimum of three (3) months after the planned journey, issued within the previous 10 years and have at least two (2) blank pages.
4. **VALID CYPRUS RESIDENCE PERMIT** valid at least three months after your departure from the Schengen area.
5. **CONFIRMED FLIGHT RESERVATIONS** or proof of other means of transport for the entire intended journey.
NOTE: The applicant assumes all risk regarding the purchase of tickets or travel related commitments/ expenses made by the applicant before the visa has been granted.
6. **TRAVEL MEDICAL INSURANCE*** must be valid for the duration of travel and cover the entire Schengen area. An applicant for a multiple-entry visa may provide an insurance policy, which is valid during the first trip. The minimum coverage of the policy must be 30 000 EUR. The policy has to cover costs in case of sudden illness or accident and assistance on site, including the costs of medical repatriation to the place of permanent residence of the insured person or the repatriation in case of death.
* Not required from applicants under the directive 2004/38/EC

OTHER REQUIRED DOCUMENTS DEPENDING ON THE PURPOSE OF THE JOURNEY

TOURISM

1. **A. PROOF OF ACCOMMODATION.** Full contact details of the accommodation must be provided.
1. **B. CONFIRMED HOTEL RESERVATION** for the full stay in the territory of the Member State or a booking confirmation of a tour or any other appropriate document, such as a list of persons taking part in the tour.
2. **PROOF OF ITINERARY.** If visiting several countries or cities within one trip, a travel schedule, which includes all the destinations to be visited, should be provided.
3. **PROOF OF FINANCIAL MEANS.** Bank statement from a bank in Cyprus showing the balance, indicating the applicant's name and address. Bank statement should not be more than 5 days old. Bank statements from more than one account can be provided, if relevant.
 - **Employees:** minimum 3 months bank statement is required
 - **Students and self-employed:** minimum 6 months bank statement is required
 - **An applicant who is financially supported by his/her spouse:** marriage certificate, the spouse's bank statement from minimum 3 months and the statement of will to support the spouse must be presented.
 - **An applicant who is supported by his/her parents:** proof of family relationship e.g. birth certificate, the parent(s)' bank account statements from the past 6 months and statement of will to support the applicant.
4. **A. PROOF OF EMPLOYMENT**

- **Employees:** work contract and a recent holiday confirmation letter from the employer (headed letter with full contact details, date of issue, position of the signatory and company registration number in Cyprus) as well as payslips for the last three (3) months. If no payslips are issued by the employer, an extract from social insurance must be presented from the current year.
 - **Self-employed:** Company's registration certificate and confirmation on the contribution to social insurance from the past year.
4. **B. PROOF OF STUDIES.** Students should present a recent, official and signed letter from school, college or university in Cyprus with full contact details, stating date of issue, name of the applicant and type of studies, number of lessons/hours per week and attendance record. A confirmation on registration as well as exam transcripts from the current studies are required.

VISITING FAMILY OR FRIENDS

1. **SAME DOCUMENTS AS REQUIRED FOR TOURISM PURPOSES**
2. **INVITATION LETTER** with inviter's copy of passport data page and/or Finnish/Swedish residence permit, if applicable. This free form letter must state inviter's full contact details, relationship to the applicant, duration and dates of the intended visit. Invitation must be signed and dated by the inviter and family relationship should be proven, if applicable.

NOTE: An invitation does not guarantee that a visa will be issued. The host's wealth is not taken into account when the applicant's economic situation in the home country is assessed.

3. **PROOF OF FAMILY TIE**
 - Guardians of a minor Finnish/Swedish citizen: extract from the FIN/SWE population register.
 - Spouses of a Finnish/Swedish citizen: marriage certificate AND extract from the FIN/SWE population register.

APPLICANTS UNDER THE DIRECTIVE 2004/38/EC

Non-EU family member of EU citizen e.g. Cypriot citizen, who exercises [the Right to Free Movement](#)

1. **PROOF OF THE EU/EEA/SWISS CITIZEN'S NATIONALITY**
 - Copy of family member's passport or ID card.
 - The original documents needs to be presented.
2. **PROOF OF FAMILY TIE**
 - Marriage certificate, full birth certificate or other reliable proof of family relationship.
 - If your EU family member is a Finnish citizen, to be able to apply under the EU Directive, the family member must have settled in Cyprus. You can proof this by e.g. address and/or employment in Cyprus.
3. **PROOF OF TRAVELING TOGETHER WITH OR JOINING THE EU/EEA/SWISS FAMILY MEMBER.** Free choice proof, e.g. flight or hotel reservations, letter form the family member etc.

NOTE: Schengen visa is **not** required if you are a family member of Swiss or EEA national (citizens of the EU, Norway, Iceland, Liechtenstein) and a **holder of a yellow slip/residence card MEU2/3** in Cyprus and travel together with that family member or join her/him in connection of the journey. However, some countries may require a visa also from the holders of a yellow slip/residence card, so if you travel to Finland or Sweden via any other country it is advisable that you ask from that country in question whether a visa is required.

BUSINESS

1. **INVITATION LETTER** from a firm or an authority to attend meetings, conferences, or proof of registration for events connected with trade, industry or work or other documents that show existence of trade relations or relations for work purposes or entry tickets or registration for fairs and congresses.
2. **PROOF OF ACCOMMODATION/HOTEL RESERVATION** or of sufficient means to cover the costs of accommodation. If relevant, such proof may be given through a proof of sponsorship by means of an official form.

3. **PROOF OF ITINERARY.** If visiting several countries or cities within one trip, a travel schedule, which includes all the destinations to be visited, should be provided.
4. **PROOF OF EMPLOYMENT**
 - **Employees:** work contract and a recent confirmation letter from the employer (headed letter with name, date of issue, address, telephone number, and position, salary of signatory and company registration number in Cyprus) as well as payslips for the last three (3) months.
 - **Self-employed:** Company's registration certificate and confirmation on the contribution to social insurance from the past year.
5. **PROOF OF FINANCIAL MEANS.** Bank statement from a bank in Cyprus showing the balance, indicating the applicant's name and address. Bank statement should not be more than 5 days old. Bank statements from more than one account can be provided, if relevant
 - **Employees:** minimum 3 months bank statement is required
 - **Self-employed:** minimum 6 months bank statement is required

SHORT TERM STUDY, CONFERENCE OR SEMINAR, CULTURAL OR SPORTS EVENT

1. **SAME DOCUMENTS AS REQUIRED FOR TOURISM PURPOSES**
2. **A. STUDY OR WORKSHOP:** A certificate of enrolment at an educational establishment (school, university, college etc) for the purpose of attending vocational or theoretical courses for basic and further training and student card or certificate of the courses to be attended and documents in relation to accommodation or proof of sufficient means to cover the accommodation.
2. **B. CULTURAL EVENT OR CONFERENCE:** An invitation, entry tickets or proof of registration for seminar or conference.
2. **C. SPORTS EVENT:** invitation from the sports club/sports federation or accreditation confirming the participation in the event containing the following information: information of the level of the sporting event; purpose and length of the stay; details on cooperation between the inviting party and the applicant; information on who will cover the cost of the stay; contact details and position of the person signing the invitation; date and signature. Also a certificate from the sending sports club or sport federation is required.

MINORS (APPLICANTS UNDER 18)

1. Birth certificate
2. Both parents' or legal guardians' consent to travel. If both parents/legal guardians are not present, a formal written consent is required. Single parent must prove sole guardianship.
3. Photocopies of parents'/legal guardians' passport(s) or ID cards.
4. School certificate from Cyprus

IT IS ADVISABLE TO HAVE ALL THE ABOVE MENTIONED DOCUMENTS WITH YOU WHEN TRAVELLING.

Your conditions of entry to Schengen area are re-evaluated upon arrival. In addition to your visa, you may be requested to present a valid travel document, an insurance document for the duration of your stay and the supporting documents.

VISA APPLICATION FEE

Fees must be paid either **by debit/credit card** at the time of the application or directly to **the Embassy of Finland's bank account:** IBAN: CY98 0020 0130 0000 0002 0905 0800, SWIFT: BCYPCY2N.

Name of the applicant must appear on the bank transfer receipt. The embassy does not receive cash payments.

The fee is NON-REFUNDABLE even if the visa application is withdrawn or the visa is refused.

- **Standard visa fee €80**
- holders of the following passports: Albania, Armenia, Azerbaijan, Belarus, Bosnia-Herzegovina, Georgia, North Macedonia, Moldova, Montenegro, Serbia and Ukraine **€35**.

- Children 6-11 years old **€40**.

Free of charge:

- Family members of Finnish and Swedish citizens (conditions apply)
- Family members of EU/EEA/Swiss citizens when travelling together or joining the family member at the Schengen area (Directive 2004/38/EC)
- Children under the age of six years
- Schoolchildren, students in higher education, research students and their accompanying teachers on condition that the purpose of the trip is studies or education
- Researchers – on condition that the purpose of the trip is scientific research
- Up to 25 years old members of non-profit organizations participating in seminars, conferences or educational, cultural or sport events organized by the non-profit organization.

PROCESSING TIME

Applications cannot be submitted earlier than six (6) months before the planned journey. **Please note that the visa process takes approximately 15 calendar days from the appointment.** In individual cases, the mission can extend the processing time up to a maximum of 45 calendar days.

APPOINTMENT

Appointments for Schengen visa to Finland / Sweden must be booked from the [online appointment booking system](#). Visa needs to be applied in person at the [Embassy of Finland in Nicosia](#).

More information on Schengen visa to Finland and Sweden on the website of the Embassy of Finland in Nicosia [how to apply for a visa](https://finlandabroad.fi/web/cyp/entering-finland) (<https://finlandabroad.fi/web/cyp/entering-finland>)

General guidelines for Schengen visa to Finland on the Ministry for Foreign Affairs website <https://um.fi/visa-to-visit-finland>

E-mail enquiries to the Embassy of Finland in Nicosia: visa.nic@formin.fi

Read more on [Processing of personal data when applying for a visa to Finland](#)