



**SOUTH AFRICAN EMBASSY
DEN SYDAFRIKANSKE AMBASSADE
COPENHAGEN – DENMARK**

Gammel Vartov Vej 8, DK-2900 Hellerup, Telephone: +45 39 18 01 85, e-mail: copenhagen.consular@dirco.gov.za

APPLICATION FOR A STUDY VISA

A study visa may be issued to a foreigner intending to study at a learning institution* in the Republic of South Africa for longer than three (3) months.

The following documentation must be submitted by each applicant. Please keep / submit the documentation in the order as listed below.	Mission
<p>Original machine readable passport</p> <ul style="list-style-type: none"> a) Validity of no less than thirty (30) days after the foreigner’s intended departure from the Republic of South Africa. b) Passports must have at least two (2) blank pages for endorsements. c) Non-machine readable / handwritten passports are not accepted / recognised. d) Original second passport, if the applicant holds one, shall also be presented. e) In the case of visa applicants who are not Danish citizens, proof of long term residence in Denmark must be provided 	<input type="checkbox"/>
<p>Passport photocopies</p> <ul style="list-style-type: none"> • Of the passport page with the applicant’s personal data / photograph. • Of all previous visas for the Republic of South Africa in the passport. • Of second passport, if the applicant holds another passport. 	<input type="checkbox"/>
<p>One fully completed application form DHA-1738</p> <ul style="list-style-type: none"> • All questions must be answered in English – questions that don’t apply may be completed with ‘n/a’. • A ‘fingerprint form’ is not required to be completed by applicants. • Applicants must provide an email address under Part 4 (may be written below telephone number). • ‘Contact person’ under Part 4 refers to someone in Denmark. • ‘Proposed date and place of departure for the Republic’ under Part 5 means the date and place of departure from Denmark. • Full details of the intended duration of stay in, and intended date of departure from the Republic of South Africa must be completed under Part 5. • Part 6 refers to available funds; details of the applicant’s valid return air flight ticket or proof of reservation thereof must be completed. • The question, ‘Have you ever been refused entry into or deported from the Republic’ under Part 7 must be completed with either ‘yes’ or ‘no’, and details provided, if the answer is ‘yes’. 	<input type="checkbox"/>
<p>Two (2) biometric photographs</p> <ul style="list-style-type: none"> • Should be a recent photograph, not older than 6 months. • Photographs must be taken and printed professionally – photographs printed at home will be rejected. 	<input type="checkbox"/>



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	<p>An official letter confirming provisional acceptance or acceptance at that learning institution and the duration of the course</p> <ul style="list-style-type: none"> • The letter must be dated and signed, and on the learning institution’s letterhead. • In the case of tertiary / university students, the letter shall also confirm whether the studies are within an exchange programme / agreement or not (see notes below). • In the case of medical electives, this letter must be issued by the learning institution / university and not the (academic) hospital. • Additional documentation may be requested to substantiate the study visa application e.g. proof of (provisional) registration of the learning institution. 	<input type="checkbox"/>
	<p>An official letter from the Danish school/university confirming enrolment and the duration of the course</p>	<input type="checkbox"/>
	<p>Proof of medical cover renewed annually for the period of study with a medical scheme registered in terms of the Medical Schemes Act, 1998</p> <ul style="list-style-type: none"> • Proof must be submitted in the form of confirmation / insurance certificate from the registered medical scheme in the Republic of South Africa, which includes the applicants particulars and duration (starting and ending dates) of insurance cover – proof of payment / application for insurance is not accepted. • Medical cover by Danish / overseas health insurance companies is not accepted. • This requirement may be waived / not be required, where the applicant / learner (attending school) is under the age of 18 years and is in the Republic of South Africa accompanying a parent or both parents who are holders of a visitor’s visa, study visa, treaty visa, business visa, medical treatment visa, relative’s visa, work visa, retired person visa or exchange visa. The applicant / learner must however provide proof of membership as a dependent or beneficiary on the medical scheme of the parent or legal guardian, which may also be an overseas medical scheme. 	<input type="checkbox"/>
	<p>Proof of a valid return or onward ticket or purchase thereof</p> <ul style="list-style-type: none"> • A photocopy of the flight itinerary / booking must be submitted. • NO FIXED TRAVEL ARRANGEMENTS necessary but a provisional return flight booking with intended dates of travel are required 	
	<p>An undertaking by the parents or legal guardian that the learner will have medical cover for the full duration of the period of study</p> <ul style="list-style-type: none"> • The undertaking only applies to applicants who are school pupils and must be in the form of a signed and dated letter in English. • In the case of students / applicants who are adults, such an undertaking is not required. 	<input type="checkbox"/>
		<input type="checkbox"/>



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	<p>An <u>original</u> police clearance certificate</p> <ul style="list-style-type: none"> • Must be issued by the police or security authority in each country where the applicant resided for 12 months or longer after attaining the age of 18 years, in respect of criminal records or the character of that applicant 	<input type="checkbox"/>
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	<p>A medical report</p> <ul style="list-style-type: none"> • The prescribed form BI-811 must be used • The prescribed form BI-811 must be completed, signed, stamped and dated by a registered medical practitioner with regard to the applicant's general state of health, detailing any medical condition he or she suffers from. 	<input type="checkbox"/>
	<p>A radiological report</p> <ul style="list-style-type: none"> • The prescribed form BI-806 must be used • The prescribed form BI-806 must be completed, signed, stamped and dated by a registered radiologist certifying that the applicant has been examined and that no signs of active pulmonary tuberculosis could be detected. • Not required in respect of children under the age of 12 years or pregnant women. 	<input type="checkbox"/>
	<p>In respect of dependent children accompanying the applicant or joining the applicant in the Republic of South Africa, proof of parental responsibilities and rights or written consent in the form of an affidavit from the other parent or legal guardian, as the case may be.</p>	<input type="checkbox"/>
	<p>In respect of a spouse accompanying the applicant or joining the applicant in the Republic of South Africa, a copy of a marriage certificate or proof of a permanent homosexual or heterosexual relationship</p> <ul style="list-style-type: none"> • If a marriage certificate is not in English, it must be translated and certified as a correct translation by a sworn translator 	<input type="checkbox"/>
	<p>A yellow fever vaccination certificate</p> <ul style="list-style-type: none"> • Only required, if the foreigner travelled or intends travelling from or transiting through a yellow fever endemic area to the Republic of South Africa. • The certificate shall not be required where that person travelled or intends travelling in direct transit through such an area. 	<input type="checkbox"/>
	<p>Proof of payment of the applicable fee DKK 246</p> <ul style="list-style-type: none"> • Payment of the application fee must be made through an electronic bank transfer to DANSKE BANK Reg. No. 4001 Account No. 10647320 • A copy of the transfer / deposit slip must be submitted as proof of payment. 	<input type="checkbox"/>



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<ul style="list-style-type: none"> • Payment must be made at least five working (5) days before submitting the application. • Payment of the application fee may not be made in cash 	

Please note:

- **PROCESSING TIME: Approximately 20 working days**
- **Status / progress reports are NOT provided during the above-mentioned processing period.** Furthermore, no 'express service' for processing visa applications is available – complete applications are adjudicated on a First-In-First-Out basis.
- **Visa applications which are not complete shall not be taken in to be processed.** It is therefore the responsibility of the applicant to ensure that his or her visa application is complete as per the checklist.
- *In the case of inconsistencies and / or incomplete information, our office reserves the right to request the applicant to submit additional documentation to substantiate the visa application*
- *A study visa is issued for the duration of the course. However, an applicant may request that a study visa be issued for a period longer than the duration of the course e.g. for holiday purposes **not exceeding 30 days** – the details (studies and holiday) should be completed as the proposed activities under Part 5 of the form DHA-1738 and must correspond with the intended entry and departures dates completed under Part 5. **Applicants must also ensure that the medical cover with the medical scheme in the Republic of South Africa covers the entire period of stay, including the holiday before / after studies.***
- *A "learning institution" means –
- *an institution of higher education established in terms of the Higher Education Act, 1997 (Act No. 101 of 1997); or*
- *a college established in terms of the Further Education and Training Colleges Act, 2006 (Act No. 16 of 2006), but does not include –*
- *a school offering further education and training programmes under the South African Schools Act, 1996 (Act No. 84 of 1996); or*
- *a college under the authority of a government department other than the Department of Higher Education and Training; or*
- *a school contemplated in section 1 of the South African Schools Act, 1996 (Act No. 84 of 1996).*
- *A study visa holder at a learning institution as defined in section 1 of the Higher Education Act, 1997 (Act No. 101 of 1997) and section 1 of the Further Education and Training Colleges Act, 2006 (Act No. 16 of 2006), may conduct part-time work for a period not exceeding 20 hours per week.*
- *A study visa shall automatically lapse if the holder thereof fails to register with or is de-registered from the learning institution at any time during the period for which his or her visa has been issued or if any of the undertakings referred to in subregulation (1)(b) are not met.*



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- *Documentation that accompanies the visa application shall be original or copies authenticated by the issuing authority of the country of origin and where necessary, translated into English and certified as a correct translation by a sworn translator (beeidigter Übersetzer) at the expense of the applicant.*
- *A visa issued at a foreign mission of the Republic of South Africa shall be affixed to the passport of the applicant and shall only be valid if an entry stamp has been affixed thereto at the port of entry and the date of such entry stamp shall be the effective date.*