



To be completed in **BLOCK CAPITALS**, dated and signed before mailing. Additional instructions on the 3rd page.

1. Type of request (tick as applicable)

- ☐ Student ☐ Doctoral student / post-doctoral fellow ☐ Exchange program student
☐ 1st application ☐ Renewal
☐ Ancillary activity ☐ Assent ☒ Traineeship within study's program ☐ Profitable activity

2. Beneficiary

- 2.1 Surname(s): Last name 2.2 Unmarried name: Maiden name (if applicable)
2.3 Given name(s): First + middle name 2.4 Nationality: Citizenship
2.5 Date of birth: DD-MM-YYYY 2.6 Place of birth: City, State, Country
2.7 Gender: ☐ F ☐ M ← match passport 2.8 Marital status: Single (unless different for you)
2.9 Mother's surname(s): Mother's last name Given name(s): Mother's first + middle name
2.10 Father's surname(s): Father's last name Given name(s): Father's first + middle name
2.11 E-mail address: email you regularly check 2.12 Phone number: phone number
2.13 Previous stays in Switzerland: ☒ no ☐ yes If yes, indicate years: _____

3. Spouse / partner : Arriving also in Geneva ? ☐ no ☐ yes (if yes, individual form to be completed)

- 3.1 Surname(s): _____ 3.2 Given name(s): _____
3.3 Date of birth: _____ 3.4 Nationality: _____

4. Children

- | 4.1 Surname(s) | 4.2 Given name(s) | 4.3 Date of birth | 4.4 Gender | 4.5 Arriving also in Geneva?
(if yes, individual form to be completed) |
|----------------|-------------------|-------------------|-------------------------------------------------------|---------------------------------------------------------------------------|
| _____ | _____ | _____ | <input type="checkbox"/> F <input type="checkbox"/> M | <input type="checkbox"/> no <input type="checkbox"/> yes |
| _____ | _____ | _____ | <input type="checkbox"/> F <input type="checkbox"/> M | <input type="checkbox"/> no <input type="checkbox"/> yes |
| _____ | _____ | _____ | <input type="checkbox"/> F <input type="checkbox"/> M | <input type="checkbox"/> no <input type="checkbox"/> yes |

5. Address abroad

- 5.1 Full address: 888 Commonwealth Ave Locality: Boston, MA Country: USA
5.5 Embassy / consulate, responsible for your place of residence: Consulat General de Suisse, New York

6. Address in Geneva (if already known)

- 6.1 Owner: ☐ Tenant: ☐ (attach a copy of the lease) Subtenant: ☐ (attach the landlord's written confirmation)
6.2 Street: Muzy No: 18 6.3 Apartment No: _____
6.4 Postal code: 1207 6.5 Locality: Geneve
6.6 c/o: Surname(s): Boston University 6.7 Given name(s): _____
6.8 Official Housing Number: _____ 6.9 Floor: _____ 6.10 Number of rooms: _____
6.11 Date of arrival in Geneva (mandatory): 10/01/2024 (program start date)

7. Study Program

- 7.1 School name: Boston University 7.2 Course start date: 10/01/2024 (program start)
7.3 Courses taken in capacity as: ☒ intern ☐ external
7.4 Degree(s) envisaged and expected date of completion:
Degree to be awarded, graduation year "in USA"
(ex. Bachelor of Arts, 2025 in USA)
7.5 Other studies envisaged? ☒ no ☐ yes (fill out points 7.6 to 7.9)
7.6 School name: _____ 7.7 Course start date: _____
7.8 Courses taken in capacity as: ☐ intern ☐ external
7.9 Degree(s) envisaged and expected date of completion: _____
7.10 Studies completion date: _____
7.11 Reasons why you chose Geneva: _____
Programme de stage propose par Boston University.
7.12 Indicate your specific intentions upon studies completion:
Rentrer aux USA pour continuer mes etudes.

8. Information on your Criminal Record (optional only for EU / EFTA nationals)

- 8.1 Have you ever been convicted in Switzerland or abroad? ☐ Yes ☒ No



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Beneficiary's Data Reminder

Surname(s): Last name Given name(s): First + middle name
Date of birth: DD-MM-YYYY Nationality: Citizenship

9. Financial guarantees

9.1 How do you envisage to finance your living expenses?

☒ My own means

Lettre de Boston University

← write this here

☐ Support by close relatives (if so, form O to be attached):

Surname(s):

Given name(s):

Family relationship:

Place of residence:

☐ Support by a third party (if so, form O to be attached):

Surname(s):

Given name(s):

Place of residence:

9.2 How much money will you have to finance your first year of studies?

9.3 How will you receive your financial means? (from hand to hand, mailing, bank transfer, other)

9.4 How often? (from time to time, monthly, quarterly, other)

10. Employer (to be completed in case of a profitable activity / ancillary activity / traineeship)

10.1 Company / corporate name: 10.2 Economic sector:

10.3 Street: 10.4 No.:

10.5 Postal code: Locality: Country:

10.6 E-mail address: 10.7 Phone number:

10.8 Proxy: Chabrier Advocats SA

10.9 Street: rue du Rhone, PO Box 1363 No.: 40

10.10 Postal code: 1211 Locality: Geneve 1 Country: Switzerland

10.11 E-mail address: info@chabrier.ch 9.12 Phone number: +4122 702 0700

11. Information on Profitable Activity

11.1 ☐ Employed ☐ Independent

11.2 Employed as:

11.3 Monthly Gross Salary (in Swiss Francs): 13th Salary: ☐ yes ☐ no

11.4 Duration of the profitable activity: ☐ Permanent as of: ☐ Fixed-term, starting from: to:

11.5 Business address:

11.6 Number of hours worked per week:

Place/Date: DD-MM-YYYY
City, State

Employer's stamp and signature :
(in case of a profitable activity)

Signature*:
(Beneficiary or proxy)


Sign here
in BLUE pen

* By signing this form, applicants allow the Authority to directly contact the school to inquire on their study progress or status.

Space only for use of the Administration

#Invoice:
Attendant:
Notes:

INSTRUCTIONS to fill out Form E

Formalities	Student permits are strictly temporary and in principle should not exceed more than 8 years. Permits are granted for a specific school. Any change of school or orientation is subject to a new application and must be immediately announced to the Office with supported motives.	
Procedure	 Complete application to be mailed to following address: (incomplete files will not be received and will be returned to the sender) Office cantonal de la population et des migrations Case postale 2652 - 1211 Genève 2	
Supporting Documents	Form E duly completed, dated and signed. Color photocopy of a valid I.D. (if requested by mail)	
Additional Documents	EU/ EFTA Nationals	Non-European Nationals
<i>Student Stay</i> <i>(1st Application)</i>	School registration certificate 1 passport-sized photo with full names written on the back for stays of more than 364 days Proof of financial means or sponsorship certificate (Form O)	School eligibility certificate C.V. and motivation letter indicating student's intentions upon studies completion Detailed study plan (class hours per week, schedule, studies total duration) Proof of financial means or sponsorship certificate Landlord's attestation (with copy of his lease) Proof of profitable activity or internship contract Declaration to leave Switzerland upon studies completion except students admitted in a higher cycle 3 of the federal Swiss act on tertiary education (LAU).
<i>Students arriving from another canton</i>	Departure certificate	Approval letter issued by the canton of provenance
<i>Renewal</i>	School registration certificate 1 passport-sized photo with full names written on the back	School eligibility certificate Proof of financial means or sponsorship certificate
<i>Profitable activity during studies</i>		Approval letter issued by the Swiss higher school (max. 15h / week)
<i>Traineeship</i>	School certificate stating that the internship is an integral part of the studies	School certificate stating that the traineeship is an integral part of the studies
<i>Students arriving with their family</i> <i>Individual form M for each family member to be completed</i>	Copy of lease or landlord's attestation (with copy of his main lease or his I.D.) Copy of spouses marriage certificate (with official translation) Copy of children's birth certificate (with official translation) Evidence of children's parental authority, if arriving with only one parent or form EM	Copy of spouses marriage certificate (with official translation) Copy of children's birth certificate (with official translation) Evidence of children's parental authority, if arriving with only one parent or form EM

Do NOTHING
on this page

The Administration reserves the right to request any other additional evidence.

Bank details for your payment

Bank: Banque cantonale de Genève / CCP 12-1-2

Beneficiary: Etat de Genève - Office cantonal de la population et des migrations - 1213 Onex

Checking account Z 3285.51.32

Clearing : 788

IBAN : CH21 0078 8000 Z328 5513 2

Code SWIFT : BCGECHGGXXX

Indicate the following information: Surname, given name, date of birth, and motive: "Student permit".