

## VISA INFORMATION

Should you require a visa for entering Austria please contact the nearest consular representative of Austria as early as possible. Please note that visas can be issued up to three months prior to planned travel.

Austria is a Schengen State and therefore persons who require a visa will have to apply for a “Schengen visa” **at least 4 weeks before entry into Austria.** In States where Austria has no diplomatic mission visas can be obtained from the consular authority of a Schengen Partner State representing Austria in the country in question. *[At present the Schengen States are: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden and Switzerland].*

Applications for visas must be complete and correct in order to avoid delays in issuance of the visa. Hence it is recommended that before submitting a visa application conference participants enquire exactly what forms of documentation must be presented along with the application. A visa application can only be processed after all the requested and required documents have been presented. At Austrian diplomatic offices abroad the opportunity exists to schedule an appointment for the submission of an application in order to avoid waiting times.

Please be aware that when applying for a visa you may be asked to show evidence of personal insurance coverage valid during your travel. It is your responsibility to make arrangements for health insurance coverage.

Only in exceptional cases is the Agency able to assist participants who encounter difficulties in obtaining a visa. In this regard all necessary information (date of birth, nationality, type of passport, passport number, issuance and validity of the passport, length of stay, arrival date, flight details and a short description of the problem encountered) should be sent to reach the Agency at the latest **4 weeks** before the meeting. After that date the Agency will not be able to assist you due to Schengen regulations.

**Please be aware that the validity of a Schengen visa cannot be extended once you are in a Schengen State.**