



Living in Switzerland Registering as an employee/intern

Target audience:

Exchange interns and foreign employees who are in Switzerland for no longer than a year.

If you would like to undertake employment or an internship in Switzerland, you will have to seek clarification depending on your country of origin.

Persons from the EU-27/EFTA

Employment/internship of up to 90 days

You do not need a permit, nor must you register with the commune in which you reside. However, your employer must register your employment.

Employment/internship of 91 days up to twelve months

You must register in person with the commune in which you reside within 14 days of successful entry into Switzerland and apply for a permit. Depending on the intended length of employment, you will either be issued with a short-term permit (Permit L EU/EFTA) or a residence permit (Permit B EU/EFTA).

Find out from your Swiss commune of residence which documents you need to bring for registration. These usually include travel documents, passport photos, contract of employment/certificate of employment for internships, tenancy or sub-tenancy agreement.

Persons from Croatia

You need a work and residence permit as of your first day of employment. If you undertake a short period of salaried employment of three to four months or 120 days in one calendar year, the responsible cantonal authority only issues an assurance, which serves as a permit.

Persons from Romania and Bulgaria

From 1 June 2017 until 31 May 2018, Romanian and Bulgarian nationals who take up salaried employment in Switzerland or who settle here as self-employed are subject to quotas for B EU/EFTA residence permits. Permits are only issued if quota units are available.

Persons from non-EU/EFTA states (third-country nationals)

Employment/internship of up to four months

The employer must submit application documents to the cantonal labour market authorities, which will check the documents and then forward them to the State Secretariat for Migration; the application is not subject to quota limitations. The employer then receives authorisation to issue a visa. Once the employer receives a positive decision, you must contact the Swiss representation abroad to collect your visa. You do not have to register with your commune of residence, as noted on the entry permit. Nationals from Brunei, Japan, Malaysia, New Zealand and Singapore do not require a visa; the entry permit (confirmation) together with valid home travel documents are sufficient.

Employment/internship of more than four months

You must apply for a visa at the Swiss representation abroad. Your Swiss employer will inform you of the decision. Once the employer has received an entry permit for you from the relevant migration authorities, you must contact the Swiss representation abroad to collect your visa. Within 14 days of successful entry into Switzerland, you must register with the commune in which you reside.

Find out from your Swiss commune of residence which documents you need to bring for registration. These usually include travel documents, authorisation to issue a visa, passport photos, contract of employment/certificate of employment for internships, tenancy or sub-tenancy agreement.

Employment may only be undertaken **after successful registration**. Further information is available from the State Secretariat for Migration.