

## **Requirement of Submission of all Visa Applications:**

### **Student Visa**

- Visa application form
- Two photographs
- Provisional admission letter from the approved university/college
- Bank Guarantee must be valid for the period of course
- Father's employment letter indicating position held and salary attested by Chamber of commerce/foreign ministry
- Undertaking from father
- Iqama/Bataka copy.

These papers are put up to Attache (visa)-SS (C)-CC and visa is issued after Approval only. Provisional student visa is for a period of 6 months with single entry.

### **Existing Students:**

Visa application form

Two photographs

Copy of valid bank guarantee

Bonafide certificate from the college/university in original

And then it is put up to Attache (Visa)-SS (C)-CC for approval then only visa is Issued for a period of 1 year with double entries.

- For learning English/ computer admission letter must be as per the Approved list of institutions in original
- For any confirmation about the institution advise of Education section in the Embassy may be sought ( 4884144 Ext-113)

### **Tourist Visas:**

#### **For Saudi Nationals:**

- Tourist visa is issued for a period of 3 months with single entry.
- Application form with two photographs and copy of Bataka.
  
- Previous visits are checked and entries are made in column No. 11
- Any Overstay stamp on passport to be checked.
- Tourist visa is generally refused if the applicant is frequent visitors and has Visited India less than six months earlier.

**For other nationalities:**

- Application form with two photographs
- Iqama copy and letter of sponsor in Saudi Arabia in English
- Tourist visa is generally refused if the applicant is a frequent visitor and has visited India less than six months earlier.

**Entry Visa:**

- Entry visa is issued to wives/husbands/children of persons of Indian origin. This is issued for the purpose of meeting relatives in India.
- Letter of employment
- Iqama copy
- Husband/wife's passport copy ( in case one of them is Indian PPt holder)
- Marriage certificate attested by home department of concerned state in India
- In case of minor having foreign passport, copies of both parents are required.
- While applications are accepted we check place of birth of the applicant. If Place of birth is India then invariably Entry visa is issued.

**Business Visa:**

- Application form with two photographs
  - Iqama/Bataka copy
  - Indian invitation letters and Saudi company letters must be attested by Respective chambers of commerce
- Generally BV is issued for a period of 3 months with single entry. Longer Period visa applications are submitted at attaché-SS (C), CC along with all Papers and number of visits and papers of annual turnover of imports from India.

• **Employment visa:**

- Employment visa is given to individuals who are going on employment to India.  
Visa application along with two photographs
- Iqama/Bataka copy
- Employment agreement copy and letter of sponsor in KSA re required to be put up to Attache- SS(C)- Counsellor.

### **Visa for Pak nationals/Pak Origin foreign nationals:**

All applications of Pakistan nationals and Pak Origin are put up to Attache-SS(C), Counsellor-DCM-HOM for approval.

- Pak nationals are issued visas to see their close blood relatives, Medical Treatment, and business purposes.
- Pak nationals visiting close relatives, for business, and Medical Visa, same Conditions as in the case of other nationals (but visa applied on Pakistani Visa form in quadruplet) have to submit 4 visa applications (Pak ) Iqama copy, Affidavit from close relative in India.
- Foreign Nationals of Pak Origin have to apply visa on Pakistani PPT only

### **Medical Visa**

Medical visas are issued for medical treatment.

- Visa application
- Two photographs
- Iqama/bataka copy
- Letter of sponsor ( in case on non Saudis) and medical treatment papers.
- Medical visas are generally issued for specialized treatments only. Applicants submitting medical papers for the treatment of Gastritis, Diabetes, blood pressure etc are generally discouraged since these treatments are easily available in Saudi Arabia.

Applicants approach the mission for medical visas on the basis of medical Certificates being frequently issued by doctors in Mumbai. These certificates are Subsequently got attested by public notary so as to make them look more credible. But the applicants are not having any prescription, medical bills, in support of these bogus medical certificates. First medical visa is issued for a period of 3 months with single entry however on doctors advise for multiple consultations, patient is issued six Months double entry visa. Only one attendant is allowed to go along with the patient to India.

### **PIO/OCI CARDS**

- PIO cards are issued to individuals who has either of spouse foreign national
- Children of Indian Nationals holding foreign passport
- Parents/ Spouse passport copy, first and last page, along with the proof of relationship
- Marriage certificate is authentic if it is attested by state home department
- Employment letter/Iqama copy

- PIO application forms in duplicate
- Submitted to attaché (Visa)- SS(C)- Counsellor
- Fee to be deposited after the approval.

### **OCI Cards**

OCI cards are issued if all the family members are of Indian origin and now holding foreign passports

- Indian passports are to be surrendered at Indian embassy and surrender
- Certificate to be attached with the application form
- Letter of employment in KSA
- Iqama copy
- Photograph with light background

Each application is to be uploaded on the net and registration receipt is to be attached with the application.

Each application is submitted to SS (c ) and counselor. The complete information is uploaded on the NIC net after the fee is received from the individual.