

India Application Guide

The online visa application For India presents a number of unique challenges. This guide can assist you with completing the India visa application properly, saving you valuable time and expense.

This guide is divided into two parts! step by step instructions and a checklist of common errors to avoid.

Ready? Let's get started:

The Indian government recommends that the visa application be completed with Internet Explorer 8.0 or newer, Or, Google Chrome. Apple's Safari browser is not recommended as it fails and many users cannot print the completed application.



Step 1

Follow this link <http://indianvisaonline.gov.in/visa/> and click the button "Online Visa Application Registration", circled in red. Clicking this button will open a new visa application.

Step 2

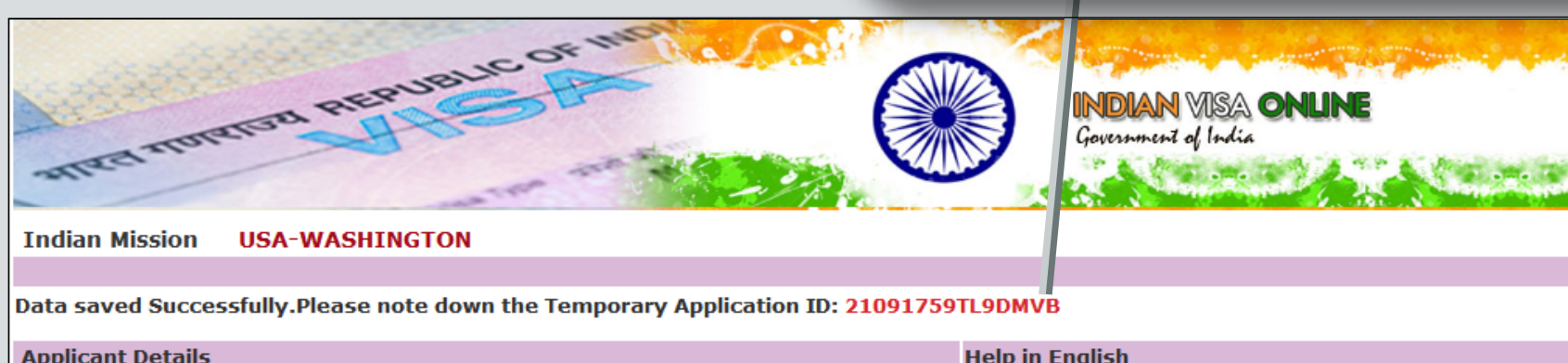
Select the correct India Consulate. Match the consulate with the address on the envelope checklist in your application kit.

Step 3

Select your visa purpose type. The purpose you select will require responses determined by purpose. For example, tourism will ask about a destination, business the name of the company to be visited, etc.

Step 4

On the next screen, record your unique application identification separately. You will need this ID if you need to edit or save and return to your visa application.

The screenshot shows the 'Online Visa Application' form. It contains several fields: 'Country you are applying visa from' (dropdown), 'Indian Mission' (dropdown), 'Nationality' (dropdown), 'Date of Birth' (calendar), 'Email ID' (text), 'Re-enter Email ID' (text), 'Expected Date of Arrival' (calendar), 'Visa Type' (dropdown), 'Access Code' (image with characters '4bb6bc'), and 'Enter Access Code' (text). A 'Continue' button is at the bottom.

Have you ever changed your name? If yes, click the box and give details.

Sex*

Date of Birth*

Town/City of birth*

Country of birth*

Citizenship/National ID No.*

Religion*

Visible identification marks*

Educational Qualification*

Nationality*

Did you acquire Nationality by birth or by naturalization? *

Prev. Nationality

If you have ever changed your name, please tell us.

Sex

Date of Birth as in Passport in DD/MM/YYYY format

Province/Town/City of birth

Country of birth

If not applicable, Please Type NA

If Others, Please specify

Visible identification marks

Educational Qualification

Nationality

Did you acquire Nationality by birth or by naturalization?

If you have acquired Nationality by naturalization, specify Previous Nationality

Passport Details

Passport No.*

Place of Issue*

Date of Issue*

Date of Expiry*

Applicant's Passport Number

Place of Issue

In CD/NEW/XXX format

In CD/NEW/XXX format, Minimum Six Month validity is Required.

Any other valid Passport/Identity Certificate(IC) held, Yes * / No *

Country of Issue

Passport/IC No.

Date of Issue

Place of Issue

Nationality mentioned therein

If Yes, Please give Details

Country of Issue

Passport No.

Date of Issue

Place of Issue

Nationality mentioned therein

* Mandatory Fields

Step 5

Complete all the required fields (marked with an asterisk) on this page. When finished, click "Save and Continue."

Helpful Hints:

- Your "Surname" is your last name, write exactly as in your passport
- Your "Given Name" are your first and middle name, write exactly as in your passport
- Do not use punctuation marks. If your name is hyphenated then use a black space instead. Do not use a period if your name has a suffix such as "Jr."
- "Citizenship/National ID No is your Driver's License number
- Answer "Visible Identification Marks" with "None."

Applicant's Address Details

Present Address

House No./Street*

Village/Town/City*

State/Province/District*

Postal/Zip Code*

Country*

Phone No.

Mobile No.

Email Address

Click Here for Same Address

Applicant's Present Address, Maximum 30 characters (Each line)
Village/Town/City

State/Province/District

Postal Zip Code

Country

One Contact No is Mandatory

Mobile no

Click here for same address

Permanent Address

House No./Street*

Village/Town/City

State/Province/District

Applicant's Permanent Address(with Postal/Zip Code)
Village/Town/City

State/Province/District

Family Details

Father's details

Name*

Nationality*

Previous Nationality

Place of Birth*

Country of Birth*

Applicant's Father Name

Nationality of Father

Previous Nationality of Father

Place of birth

Country of Birth

Mother's Details

Name*

Nationality*

Previous Nationality

Place of Birth*

Country of Birth*

Applicant's Mother Name

Nationality of Mother

Previous Nationality of Mother

Place of birth

Country of Birth

Applicant's Marital Status *

Applicant's Marital Status

Were your Grandfather/ Grandmother (paternal/maternal) Pakistan Nationals or Belong to Pakistan held area...

Were your Grandfather / Grandmother (paternal/maternal) Pakistan Nationals or belong to Pakistan held area? Yes / No

If Yes, give details

If Yes, give details

Profession / Occupation Details of Applicant

Present Occupation*

Employer Name/Business*

Designation

Address*

Phone

Past Occupation, if any

Are/were you in a Military/Semi-Military/Police/Security. Organization? Yes * / No *

Organization

Designation

Rank

Place of Posting

If Others, please specify

Employer name / business

Designation

Address

Phone No

Past Occupation, if any

If yes, give details

Organization

Designation

Rank

Place of posting

Step 6

Complete all the required fields (marked with an asterisk) on this page. When finished, click "Save and Continue."

Helpful Hints:

- Your "Present Address" must match your address on your driver's license
- For "Father's" and "Mother's Details" you must list their first, middle, and last name; and, you must list the city and state of their birth
- If married you must list your spouse's first, middle, and last name; and, you must include their city and state of birth

Other Information	
Countries Visited in Last 10 years	Countries visited in last 10 years (comma separated)
SAARC Country Visit Details	
Have you visited SAARC countries (except your own country) during last 3 years?	Have you visited "South Asian Association for Regional Cooperation" (SAARC) countries (except your own country) during last 3 years? Yes /No
Yes <input checked="" type="radio"/> / No <input type="radio"/>	
Name of SAARC country *	Year*
Select.....	Select.....
	No. of visits*
	Add Row
Reference	
Reference Name in India*	Reference Name and Address in India
Address*	
Phone*	Phone no
Reference Name in UNITED STATES OF AMERICA*	Reference Name and Address in UNITED STATES OF AMERICA
Address*	Address
Phone*	Phone no
<p>To upload Photo click "Upload Image" .Click "Save and Continue" to directly proceed without photo upload</p> <p>PHOTO UPLOAD</p> <p>Upload Image</p>	
<p>Save and Continue Save and Temporarily Exit</p>	

Step 7

Complete the details related to your travel visa purpose. The purpose you select will require responses determined by purpose. For example, tourism will ask about a destination, business the name of the company to be visited, etc,

Helpful Hints:

- All travelers should request a visa validity that **extends beyond your date of departure from India in the event of unforeseen circumstances that may delay departure**
- Business travelers—the company you list much match the company in your Business Introduction Letter
- Non-US citizens should only select **6-month or 1-year validity visas**. Longer-validity visas are unlikely to be granted and refunds of consular fees are not possible

Step 8

Enter your Indian Reference information

Helpful Hints:

- Cruise and Tour clients should refer to the cover letter on their application kit for their reference information
- General tourists may use their hotel information
- Business travelers—the company you list much match the company in your Business Introduction Letter
- Reference in USA may be next of kin or a co-worker
- The reference form **cannot** be of a 'close relative' (like parents, children & spouse) staying under the 'same roof'.

Step 9

Upload your photo following the guidelines on the online application NMI

Helpful Hints:

- A visa specialist can upload your photograph for you after you have completed your application

Phone*

To upload Photo click "Upload Image" .Click "Save and Continue" to directly proceed without photo upload

PHOTO UPLOAD

Upload Image

Step 10

Review your application for accuracy. If satisfied that your responses are accurate and correct, press 'Verified and Continue'. Press "Modify/Edit" if you need to make changes. Select "Print Form" from the next screen.

Helpful Hints:

- If you need to edit your response then press "Edit/Modify" and you will be directed to the first page of application. Your information will be preserved but you will need to redo each screen.

Confirm Details

The applicant is requested to verify the particulars filled in the application form. The applicant may face legal action (including refusal to enter India or deportation) in case of provision of wrong information. Please verify your Registration Details. If all details are correct please press "Verified and Continue".

Please verify the temporary application ID: **210112PST120000**

Verify and Continue

Step 11

Signing Your Visa Application—you must sign your visa application at **two** locations. On the upper-right side of the first page, in the box marked "Signature," and, on the lower right side of the second page, on the dotted line marked "Applicant's Signature."

Helpful Hints:

- You must keep your signature within the box on the first page; writing outside the box will cause a rejection
- Your signatures must match those in your passport

Embassy of India Washington DC
Washington
http://www.indianembassy.org/

Visa Application Form

Application ID: USWV0443014

1. Surname: NANDHIA
2. Name: ANITA THANI
3. Sex: Male 4. Date of Birth: 28-OCT-1980 5. Place of Birth: WASHINGTON
6. Religion: HINDU 7. NIC Card No: 3029180
8. Nationality: UNITED STATES OF AMERICA Nationality By: BY BIRTH
Previous Nationality: India (to mark 'X')

Permanent Address: TURNER STT WASHINGTON DC
Present Address: TURNER STT WASHINGTON DC

Phone No: 20220032 Mobile No: 20220002

Passport No: 386721920 Date of Issue: 15-SEP-2014
Place of Issue: WASHINGTON Date of Expiry: 14-DEC-2024 Previous Passport No: 386721920

Signature

Sign Exactly as in Passport

G. Details of previous pending application or unexpired visa, if any (with Visa No./Control No./Date):

H. Has permission to visit or to extend stay in India previously been refused? If so, when and by whom (Mention Control No. and date also):

I. Places to be visited

J. Address of relative/business associate/contact persons at places of visit:

K. Address at Place of Stay:

L. For Transit Visa Only

26. I hereby declare that all the statements and information given by me in this application are true to the best of my knowledge and belief. I also declare that I have not submitted any application for visa to visit India under any other name, surname, maiden name etc and that the passport held by me as indicated in column 'D' is the only valid Passport that I hold. I realize that should any of the above statements be found to be false, untrue or incorrect, my visa will be liable to cancellation by any competent authority and will be liable to such other penalties as may be prescribed.

Date: 05-DEC-2014

Signature of applicant

COMMON MISTAKES TO AVOID:



Country you are applying Visa from	United States of America
Indian Mission	<ul style="list-style-type: none"> • Don't choose the Mission based solely on driving distance. Each Indian Mission in the US has certain States under its jurisdiction. • You must choose the mission depending on where you are currently living and your proof of address (i.e. if your permanent address is in Chicago but you are living and working in Boston, choose the New York mission). • Please review our website to know which Mission you need to apply.
Passport Number	Details are required for the passport on which you intend to travel. Please be sure to enter the information as Date/Month/Year.
Issue date of Passport	Details are required for the passport on which you intend to travel. Please be sure to enter the information as Date/Month/Year.
Expiry date of Passport	Details are required for the passport on which you intend to travel. Please be sure to enter the information as Date/Month/Year.
Applicant's name to match passport name exactly	<ul style="list-style-type: none"> • Given names are your "first and middle names" exactly as they appear in your passport. • Surname is your last name exactly as it appears in your passport. • If your name has changed after your passport was issued, then you will need additional documentation for name change. • If your name has a suffix such as Jr. or Sr., write exactly as in your passport.
Duration of visa	<ul style="list-style-type: none"> • Each visa category has a different duration. • There are many rules that govern the visa duration. For example: NON US nationals must only apply for 6 months visa duration, if applying from from the US. • Your fees may change because the fees are different for different visa type & duration.
Visa Type	<ul style="list-style-type: none"> • You must be very sure about the purpose of your visit to India and choose your visa type accordingly. • Choosing the wrong visa type may result in rejection of your application without refund of any fees.
Email Address	<ul style="list-style-type: none"> • Must be the applicants' and must be reachable. Do not put your agent's email. • CKGS/Consulate of India may need to contact you regarding your India visa application. • CKGS will send regular updates to you regarding the status of your India visa application via email, therefore entering incorrect email address may result in delay in the application process.
Mobile/Telephone Number	<ul style="list-style-type: none"> • Must be applicants' and must be contactable. Do not put your agent's telephone numbers. • CKGS/Consulate of India may need to contact you regarding your India visa application. Therefore entering incorrect phone number may result in delay in the application process.
Date of Birth	Should match the details on your passport. Please be sure to enter the information as Date/Month/Year.
Present Address	<ul style="list-style-type: none"> • Present address must be within the jurisdiction of the India Mission you choose at the top of the form. • A proof of address is required to be submitted with your visa application. • Present address should match the address on the proof of address that you will be submitting along with your visa application.
Permanent Address	Can be within the US or outside the US
Reference in USA	Please list a neighbour, employer or colleague as a local reference.
Reference in India	<ul style="list-style-type: none"> • Your reference in India can be your first hotel where you intend to stay. You cannot leave the field blank. • For Business Travellers, contact should match as given in the Business introduction letter. • The reference addresses for India should show the complete city address.
Signatures	<ul style="list-style-type: none"> • Signatures must be in 2 places. • Sign on the first page under the photo on the upper right side and • Also on the second page on the lower right side marked as "Applicant's signature". • Ensure that your passport is signed as well. • Signature on the passport and application form should match.