

VFS JAPAN VISA APPLICATION CENTRE
INTERNSHIP / INTERVIEW / CONFERENCE VISA for STUDENT

S.No	Documents	Y/N
1	A valid Passport (with more than two blank pages). Please submit your old passports also, if any	
2	Photocopy of the Bio Data Page of the Current Passport (First and Last Page)	
3	A completely filled and signed Visa Application Form. The form is available under the link http://www.vfsglobal.com/japan/chennai/pdf/visa_application_form.pdf	
4	Covering letter from applicant stating the purpose of visit and Schedule of stay(day to day details)	
5	One photograph taken within the last 6 months. (The photograph should be of size 2 x 2 inches, color with white background and printed on good quality paper)	
6	Travel booking and proof of accommodation details (It's highly recommended not to buy a confirmed flight ticket and hotel accommodation before the visa is granted. Reservation/booking is acceptable)	
7	Last 3 years Income Tax Returns	
8	Latest 3 Month bank statement	
9	Schedule of Stay (only in typed format)	
10	Bonafide letter / NOC from Institute	
11	Sponsorship letter from parents along with government issued photo id proof	
	Original Invitation Letter	
	a. Original Letter of Guarantee	
	b. A certified copy of the incorporation register or an overview of company / organization.	
12	Proof of Relationship, in case the applicant is accompanied by any dependant, i.e. Passport copy, Marriage Certificate, Birth Certificate.	

Note: A company listed on stock exchange does not need to submit a copy of the incorporation register or an overview of the company / organization. When an individual is extending an invitation, submit the Certificate of Employment in lieu of a copy of the incorporation register or an overview of the company / organization.

Note: The above is a guide to the documents you should provide with your visa application. Japan Consulate may request you for an interview / additional documentation depending on your personal circumstances. Processing for Internship visa may take longer time depending on clearance from Japan

Submitted by: Applicant/Agent/Representative

Name:

Staff Signature:

Contact Number:

Relationship with Applicant:

Adhaar Number:

Signature:

Date: