

VFS JAPAN VISA APPLICATION CENTRE

DR- 09 [May 2013]

DOCUMENTS REQUIRED

INTERNSHIP / INTERVIEW / CONFERENCE VISA for STUDENT

Important-Please note all photocopies should be on A4 size only

- A valid Passport (with more than two blank pages). Please submit your old passports also, if any.
- Photocopy of the Bio Data Page of the Current Passport (First and Last Page)
- A completely filled and signed Visa Application Form. The form is available under the link http://www.vfsglobal.com/Chennai/india/pdf/visa_application_form.pdf
- 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)
- Bonafide letter / NOC from Institute
- Consent from Parents / Spouse along with their bank statement and Income tax return
- Original Invitation Letter
- If the inviting company / organization is bearing the expenses
 - a. Original Letter of Guarantee
 - b. A certified copy of the incorporation register or an overview of company / organization.

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.

- Schedule of Stay
- Travel Booking (Travel itinerary and Hotel Booking)
- Proof of Relationship, in case the applicant is accompanied by any dependant, i.e. Passport copy, Marriage Certificate, Birth Certificate.

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.