

VFS JAPAN VISA APPLICATION CENTRE

CL- 09 [March 2019]

DOCUMENTS CHECKLIST

INTERNSHIP / INTERVIEW / CONFERENCE VISA for STUDENT

Passport Number _____

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

S. No.	Document Type	Yes / No	Remark
1	Passport (Valid Passport + Old Passport/s)		
2	Completely filled and signed Visa Application Form with photograph		
3	Covering Letter stating the purpose of visit and Schedule of Stay		
4	Confirmed travel booking (Hotel Bookings and Flight Tickets)		
5	Bonafide letter / NOC from Institute		
6	Consent from Parents / Spouse along with their bank statement and Income tax return		
7	Original Invitation Letter		
8	Original Letter of Guarantee, if the inviting company / organization is bearing the expenses		
9	A certified copy of the incorporation register or an overview of company / organization		
10	Proof of relationship, if the applicant is accompanied by dependant/s		

Travel History of applicant in last 2 years to Australia, Canada, Europe, USA & Japan (provide details)

S. No.	Country Travelled	Period
1		
2		
3		
4		
5		

Additional Documents & Remarks (Kindly provide details below)

*** I have been informed and advised that the insufficient documentation mentioned in checklist may lead to a delay in the processing of visa application. However, I insist to proceed with my application.

Applicant / Agent Signature _____

Agency Name (If applicable) _____

Contact Number _____

(VFS Officer's Signature)