APPLYING FOR YOUR INDIAN VISA

In this document you will find information on:

- **Applying for an Indian tourist visa**

If you have any questions, please feel free to reach out. You may email shalay@risingstaroutreach.org or call Shalay at (801) 866-2766.

We look forward to working with you to lift, love, and serve the leprosy community.

Warmest Regards,

Your Rising Star Outreach Travel Team

Instructions for an Indian TOURIST e-Visa

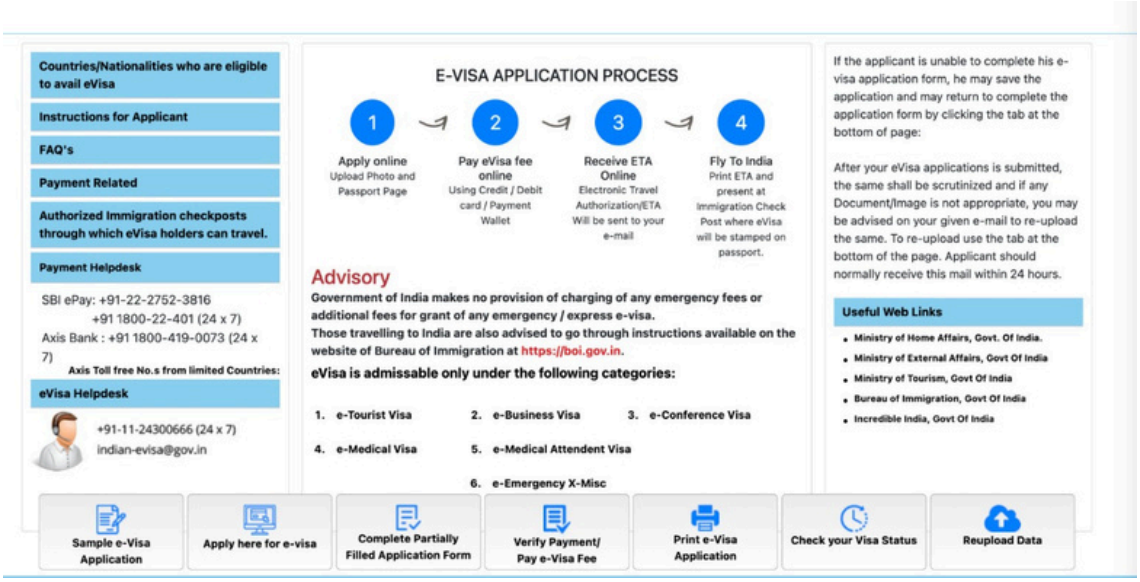
The Indian Tourist e-Visa is generally approved soon after the application is submitted. It can, however, take up to several weeks to process, so please do not leave applying for your visa to the last minute. Below, we provide step-by-step instructions to make sure you provide the correct information when obtaining your tourist e-visa. Please be aware that the visa websites change frequently and that the information below may not be completely up to date.

You can choose to submit your e-visa application in a variety of ways.

1.. Fill out an online application. This is an easy process and you will need your passport and a passport photo in order to complete the form. We have provided the link and step-by-step instructions to help you through this process. This link will take you to the e-Visa Application.
NOTE: You may not be able to apply more than 30-60 days before your trip, but please apply more than one week before your departure.

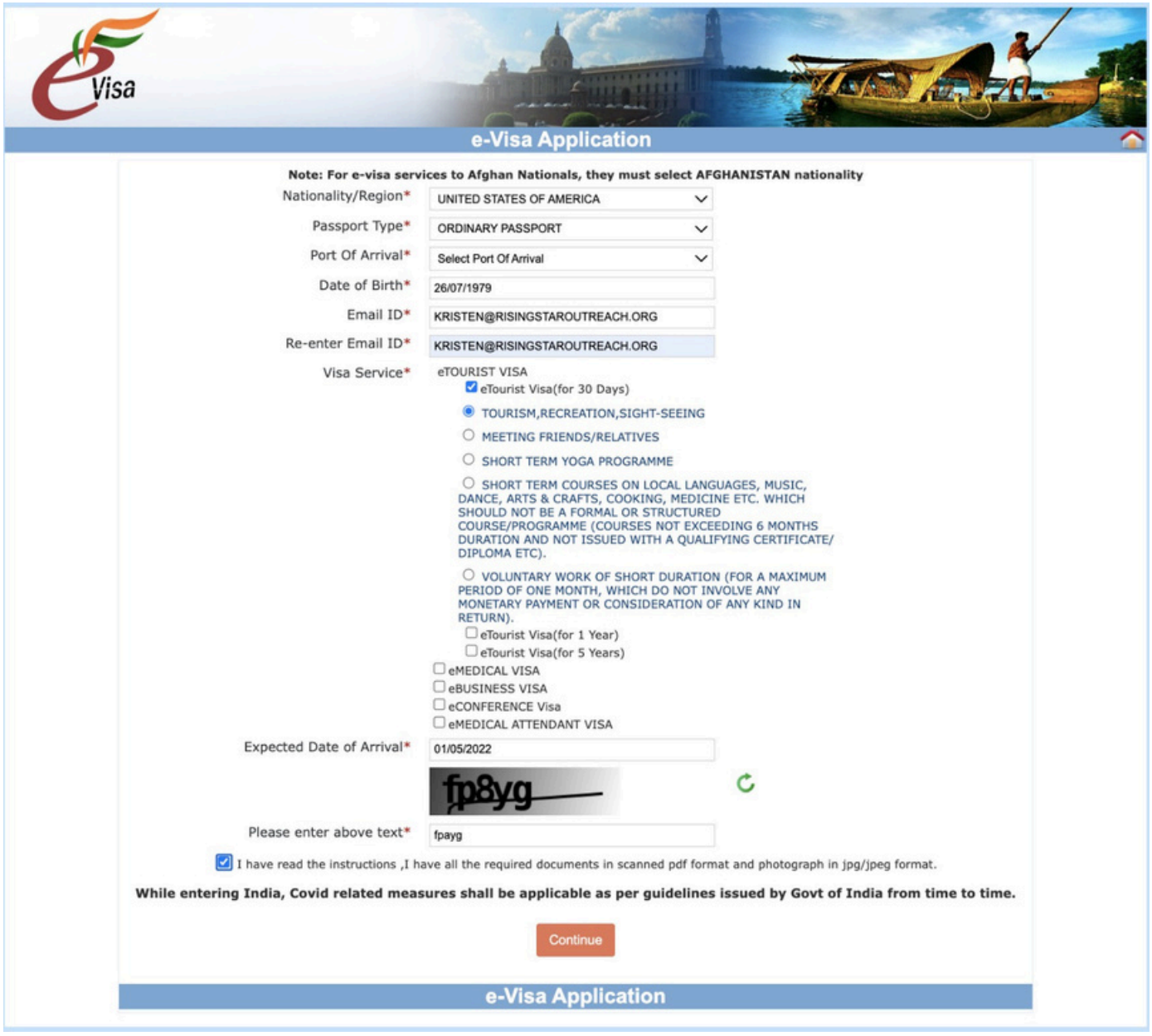
2. Use a travel broker in your local area. Here is an option in the Salt Lake area: http://thetravelbroker.com/. A travel broker can simplify the process. You fill out the application, and they take it from there. There is a small fee for this service. There will be approximately six sections for you to fill out. Follow the typed instructions and fill out the required information in each section. Here are a few tips/example pages to make this process easier. The pictures are only examples. Do not follow the same text in the pictures.

Select “Apply here for e-visa” on the main page in the bottom left corner.



Page 1:
Passport type: Most should choose “ordinary passport”: it’s the blue passport book issued to the majority of Americans.
Port of arrival: This is your first stop in India, even if it is your layover city.
Email ID: Your email address.

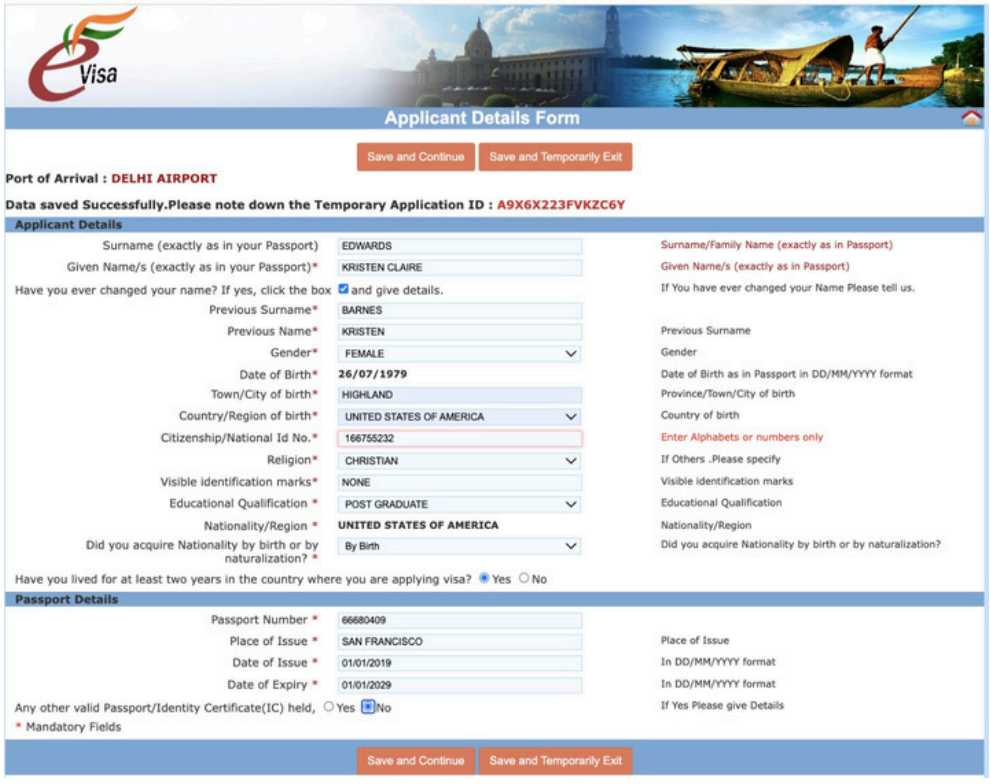
Visa Service: Choose eTourist Visa (for 30 days - or you can choose longer if you expect to be back to India again)) and then click on the **tourism, recreation, sight-seeing option.**
Expected date of arrival: The date that you will land at your port of arrival, even if it is your layover city.



Page 2:

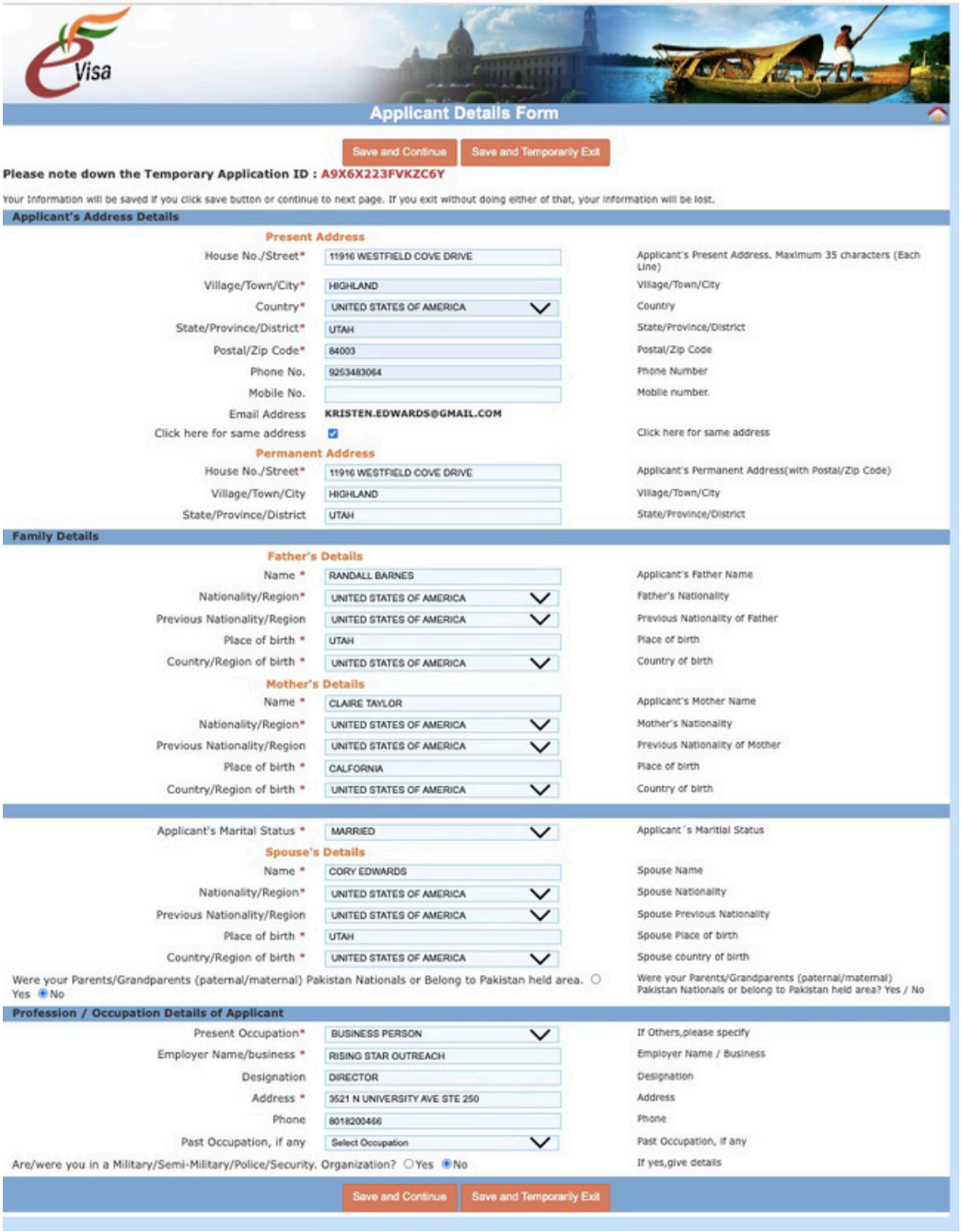
Surname (last name) and Given Name/s (first names). These need to match your passport EXACTLY.
Have you ever changed your name? Click the box and give details. If you have changed your name because of marriage, that qualifies.
Previous Surname: Previous family name Previous name: If your first name hasn't changed, enter the name you still use.
Citizenship/National ID No. This is your passport number.
Religion: Whichever best fits your description.
Visible Identification Marks. Something like a birthmark, scar, etc. If none, write "none."
Educational Qualification: *Below Matriculation*: Less than 10th grade education *Graduate*: College or University education *Higher Secondary*: High School education *Illiterate*: You're reading this so you're not. *Matriculation*: 10th grade level education *Post Graduate*: advanced study beyond college or university (MA, PhD, etc.) *Professional*: professional/ technical training or certification
Did you acquire Nationality by birth or naturalization: Choose birth or naturalization according to your situation.
Have you lived for at least 2 years in the country from which you are applying: Choose yes or no, most of us should choose yes because we have lived in our current country for at least 2 years.
Passport Details. All of this information is found on your passport. Remember that all dates need to be entered in **DD/MM/YYYY** format.
The Indian government requires your passport to be valid for at least six months after your departure from India. Place of Issue: City where passport was issued. It may be the US Department of State.
BE SURE TO TAKE A PICTURE OF OR WRITE DOWN YOUR TEMPORARY APPLICATION ID.

Example:



Page 3:
Present Address. The address where you currently live (it must be the same that is listed on your Driver's License. You will need to provide evidence of this, through a current utility bill in your name, the address on your state issued ID, or a copy of your lease.
Permanent Address. This can be the same address as your present address (check the box). If you have a P.O. Box you can list that as a permanent address. For college students who move around, put the address of your parents or a relative who will not be moving in the near future. This address must be in the country from which you are applying.
Family Details. List details for your father and mother, as well as your marital status. This is required even if your parent is deceased. If married, list details about your spouse.
Profession/Occupation Details: Select the option the best applies to you and fill out the corresponding details.
Marital Status: Add marital status here.

Example:



Page 4: Type of visa and Visa service: Already filled out for you
Places likely to be visited: Chennai (in addition to Chennai, choose a second place, which might include Delhi, Jaipur, Varanasi, Agra, Pondicherry, Kerala, depending on your travel itinerary)
Have you booked any room in Hotel/Resort etc. through any Tour Operator? select no unless you have already booked a hotel with your travel agent.
Duration of visa: Already filled out for you
No of entries: Already filled out for you
Port of arrival in India: Name of the first airport you will be arriving at.
Expected Port of Exit from India: List the city you will depart from
Visits to India: If yes, provide the address of where you stayed (if you've come to Rising Star before and stayed at the Marriott Courtyard in Chennai, you can use that address: 564, Anna Salai, Teynampet, Thiru Vi Ka Kudiyiruppu, Chennai, Tamil Nadu), cities where you visited, your previous Indian visa number, type of visa, place of issue, and date of issue. If yes, but you have a new passport and can't get your old visa information, just select "no."
Travel: Choose all of the countries that you have visited in the last 10 years
SAARC Countries: It will probably be NO (Countries include: Afghanistan, Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, and Sri Lanka)

Reference Name in India:

Provide them the name and address of your tour travel provider group if you plan to do a tour before or after your trip with Rising Star Outreach. You should get this contact information from your tour provider ahead of time. You can write it in, for convenience, here:

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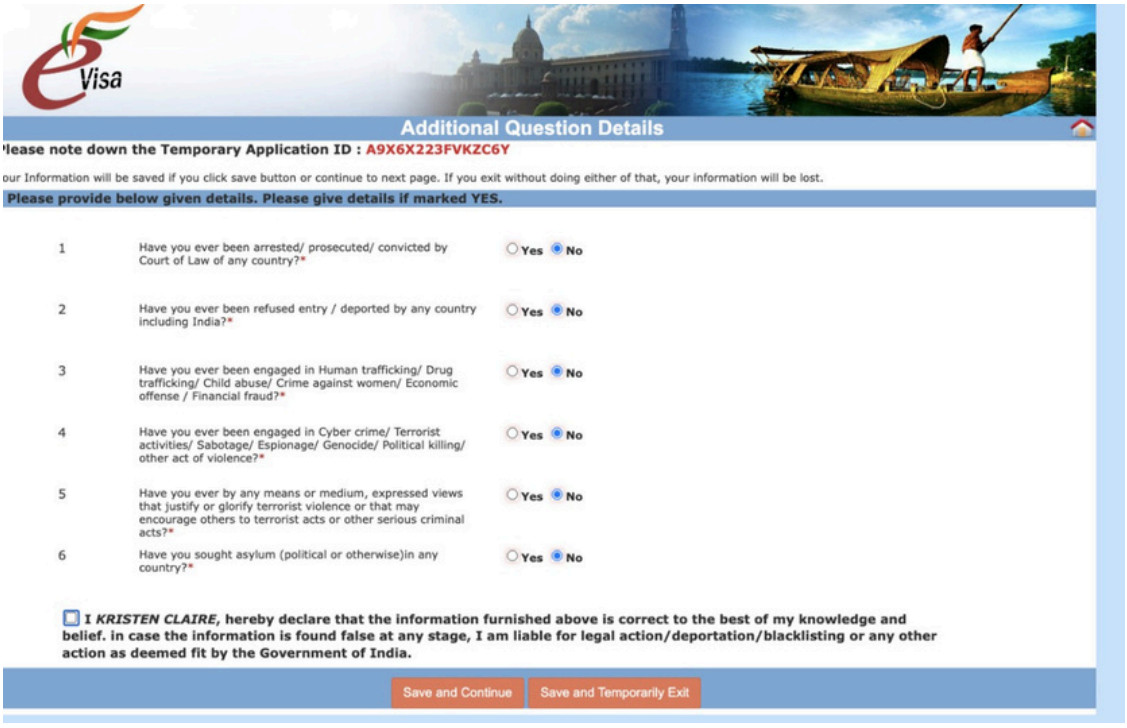
Choice 2 - If you are not planning to do any touring before or after your experience with Rising Star Outreach Abroad, please get in touch with Shalay at shalay@risingstaroutreach.org and we will provide you with a name and address.

Example:

Page 5: Additional Question Details

Example:

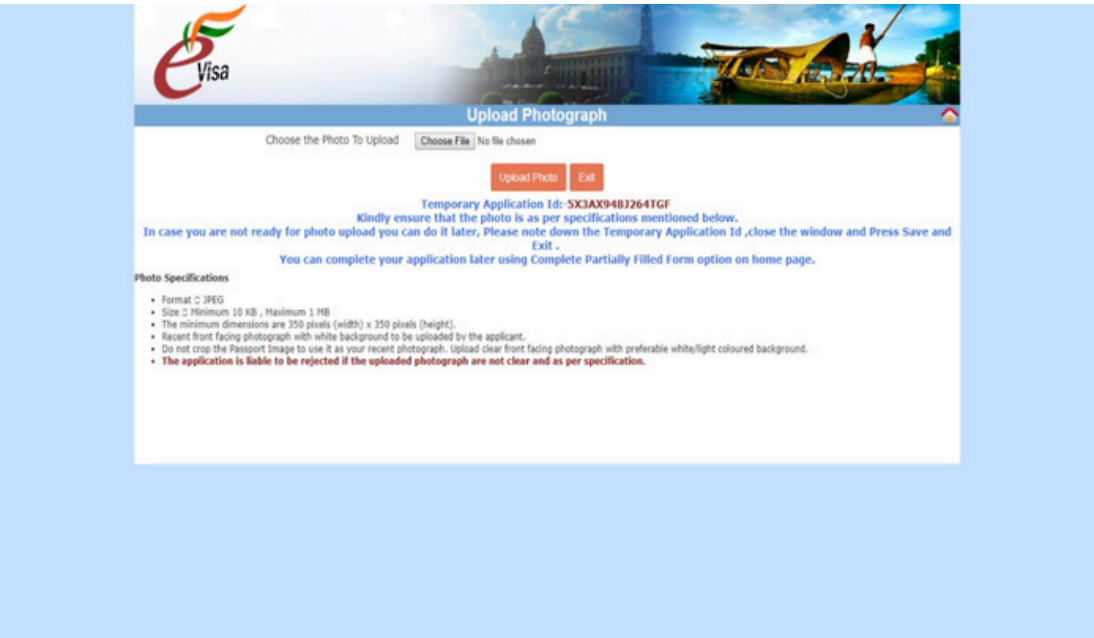


Page 6: Visa Photo Upload. Upload a picture online. You will have the opportunity to crop the photo once you have uploaded it. Confirm your upload.

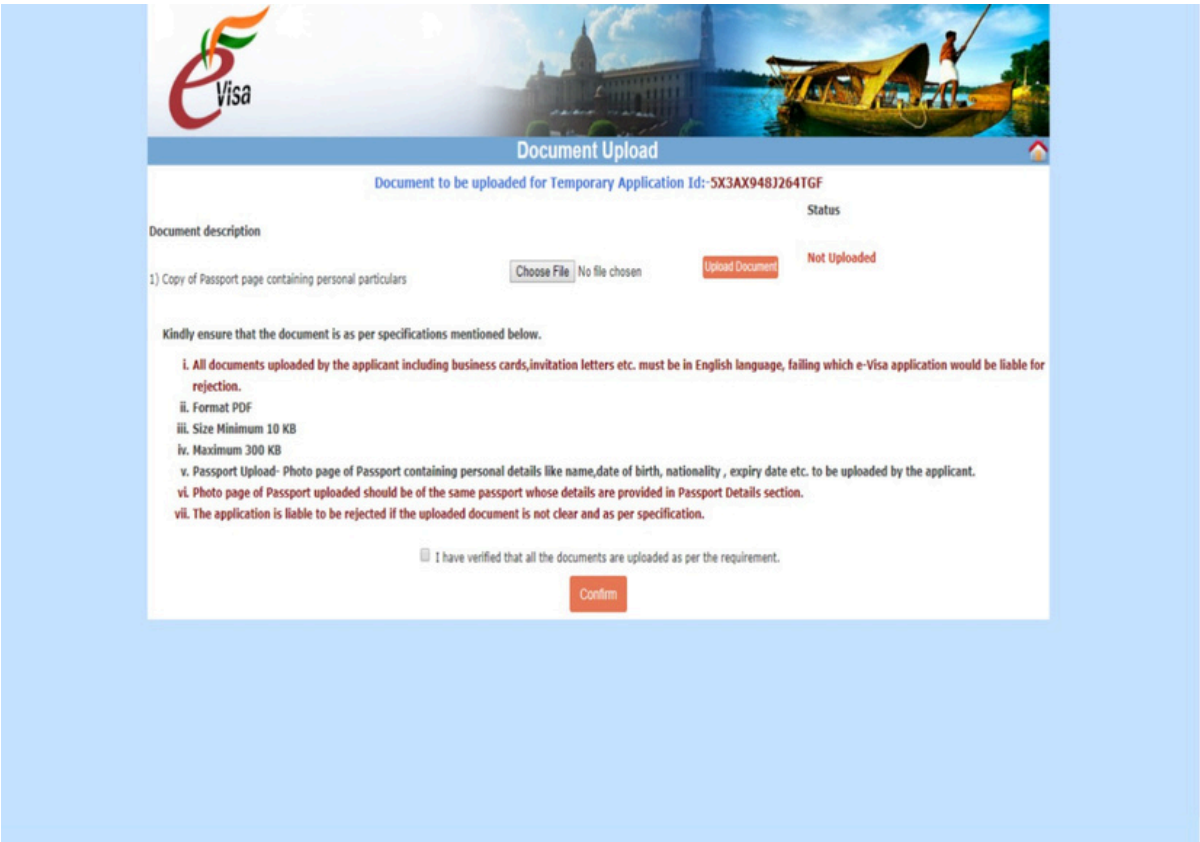
You may have a formal passport photo taken at a location such as the UPS Store, CVS, Walgreen's, etc. and scan and upload this photo. OR it may be easier to take your own headshot against a white background and upload this photo.

JPEG format
10KB–1MB
Minimum dimensions of 350 pixels (width) x 350 pixels (height) - 2X2
Recent front facing photo with white background

Example:



Page 7: Upload Passport page
Example:

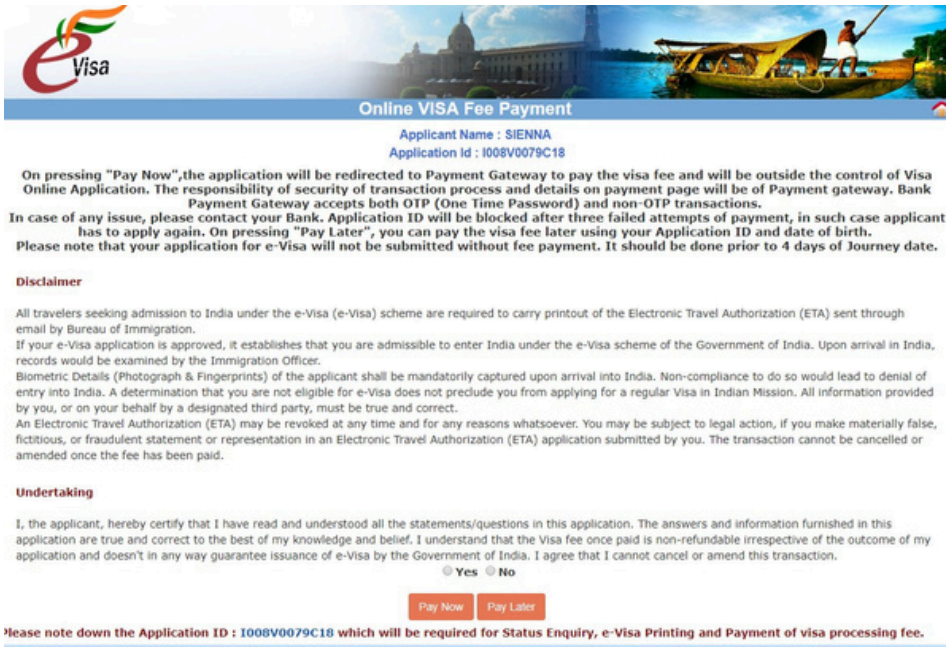


Page 8: Verification

Look over and verify your information! At this point you can modify or edit any incorrect information. **Please be careful with this step. If you save and bring up your application again some of your responses might not have saved correctly.**

Page 9: Disclaimer page

BE SURE TO TAKE A PICTURE OF OR WRITE DOWN YOUR APPLICATION ID (this is different from your Temporary Application ID).



Page 10: Payment

Review the Order Summary and payment information. Choose Paypal and follow the prompts. This will cost approximately $40. If payment fails, call your bank and approve the charge. Payments to Indian banks are often flagged for fraud.

You will receive an email letting you know that your visa application has been received. Once it has been approved, you will also receive notification by email. You will need to go back to the website, https://indianvisaonline.gov.in/visa/tvoa.html, and verify that your status says “Granted.”

Here are the steps to get your visa after you receive the email stating Granted:

- Click the link to the official website (https://indianvisaonline.gov.in/visa/tvoa.html)
- Click on “Check Your Visa Status.”
- Fill in your application ID and Passport Number
- Click “Print Visa”
- The Visa should have your picture in the top right with a QR code above it.
- Send Shalay a copy at shalay@risingstaroutreach.org and have one printed for yourself. You must have a copy printed to board the airplane.

It is also highly recommended that you make copies of your passport and visa to pack in each of your bags and leave with a family member or emergency contact at home. These copies are essential should you ever lose your actual passport and visa while traveling abroad.