

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 9.0 or newer, Google Chrome, or Mozilla Firefox. Apple's Safari browser is not recommended as it fails and many users cannot print the completed application. The applicant must also have Adobe Acrobat Reader version 7.0 or newer installed on the computer in order to download and print the completed application form.

The screenshot shows the homepage of the Indian Visa Application website. At the top, it says "Government of India" and "Indianvisaonline.gov.in". Below this is a navigation menu with links for "Instructions", "Authorized Entry/Exit Points", "Visa Categories", "Visa Provision", "Visa Processing Time", "Visa Fee", "Foreigners Act", and "Useful Weblinks". The main heading is "THREE STEP REGULAR VISA APPLICATION PROCESS". The steps are: 1. Apply Online (Fill and Submit Visa Application Form Securely), 2. Submit Documents (Submit your application with required documents at Indian Visa Application Center or at Indian Mission), and 3. Receive Passport, visa (Collect your passport/visa from Indian Mission/Visa Application Center or by post). Below the steps, there are four buttons: "REGULAR/PAPER VISA APPLICATION" (circled in red), "COMPLETE PARTIALLY FILLED REGULAR/PAPER VISA FORM", "CHECK YOUR VISA STATUS", and "PRINT REGISTERED APPLICATION FORM".

Step 1: Follow this link

<http://indianvisaonline.gov.in/visa/> and click the blue button "REGULAR/PAPER VISA APPLICATION" on the bottom left corner, seen here circled in red.

Clicking this button will open a new visa application.

The screenshot shows the "Online Visa Application" form. It has several fields: "Country/Region you are applying visa from*" (dropdown), "Indian Mission/Office*" (dropdown), "Nationality/Region*" (dropdown), "Date of Birth*" (text field with "(DD/MM/YYYY)" label), "Email ID" (text field), "Re-enter Email ID" (text field), "Expected Date of Arrival*" (text field with "(DD/MM/YYYY)" label), "Visa Type*" (dropdown), "Purpose*" (dropdown), and a CAPTCHA field with the text "Please enter above text*" and a "Continue" button.

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 "Applicant Details Form" confirmation page. It features the Indian national flag at the top. Below the flag, it says "Indian Mission/Office: USA-WASHINGTON" and "Data saved Successfully. Please note down the Temporary Application ID : 3AA82A46Q64FE55". A red arrow points from the "Continue" button in the previous form to this page.

Applicant Details Form

Indian Mission/Office: USA-WASHINGTON

Data saved Successfully. Please note down the Temporary Application ID : 3AA82A46Q64FE5S

Applicant Details

Surname (as shown in your Passport) *	<input type="text"/>	Surname/Family Name (As in Passport)	<input type="text"/>
Given Name/s (Complete as in Passport) *	<input type="text"/>	Given Name/s (exactly as in Passport)	<input type="text"/>
Have you ever changed your name? If yes, click the box <input type="checkbox"/> and give details.		If You have ever changed your Name Please tell us.	
Gender *	Select gender <input type="text"/>	Gender	<input type="text"/>
Date of Birth *	15/02/1990	Date of Birth as in Passport in DD/MM/YYYY format	<input type="text"/>
Town/City of birth *	<input type="text"/>	Province/Town/City of birth	<input type="text"/>
Country/Region of birth *	Select Country <input type="text"/>	Country/Region of birth	<input type="text"/>
Citizenship/National Id No. *	<input type="text"/>	If not applicable Please Type NA	<input type="text"/>
Religion *	Select Religion <input type="text"/>	If Others .Please specify	<input type="text"/>
Visible identification marks *	<input type="text"/>	Visible identification marks	<input type="text"/>
Educational Qualification *	Select Education <input type="text"/>	Educational Qualification	<input type="text"/>
Nationality *	UNITED STATES OF AMERICA	Nationality	<input type="text"/>
Did you acquire Nationality by birth or by naturalization? *	Select .. <input type="text"/>	Did you acquire Nationality by birth or by naturalization?	<input type="text"/>

Passport Details

Passport Number *	<input type="text"/>	Applicant's Passport Number	<input type="text"/>
Place of Issue *	<input type="text"/>	Place of Issue	<input type="text"/>
Date of Issue *	<input type="text"/>	In DD/MM/YYYY format	<input type="text"/>
Date of Expiry *	<input type="text"/>	In DD/MM/YYYY format.Minimum Six Month Validity is Required.	<input type="text"/>
Any other valid Passport/Identity Certificate(IC) held, <input type="radio"/> Yes <input type="radio"/> No		If Yes Please give Details	<input type="text"/>
Country/Region of Issue *	Select Country <input type="text"/>	Country/Region of Issue	<input type="text"/>
Passport/IC No. *	<input type="text"/>	Passport No	<input type="text"/>
Date of Issue *	<input type="text"/>	Date of Issue (In DD/MM/YYYY format)	<input type="text"/>
Place of Issue *	<input type="text"/>	Place of Issue	<input type="text"/>
Nationality mentioned therein *	Select Nationality <input type="text"/>	Nationality described therein	<input type="text"/>

* 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 Names" 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 blank 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 Details Form

Please note down the Temporary Application ID : 35A9XXA7TMYNBQ2

Your Information will be saved if you click save button or continue to next page. If you exit without doing either of that, your information will be lost.

Applicant's Address Details

Present Address

House No./Street *	<input type="text"/>	Applicant's Present Address. Maximum 35 characters (Each Line)	<input type="text"/>
Village/Town/City *	<input type="text"/>	Village/Town/City	<input type="text"/>
Country *	Select Country <input type="text"/>	Country	<input type="text"/>
State/Province/District *	<input type="text"/>	State/Province/District	<input type="text"/>
Postal/Zip Code *	<input type="text"/>	Postal/Zip Code	<input type="text"/>
Phone No.	<input type="text"/>	One Contact No is Mandatory	<input type="text"/>
Mobile No.	ISD code <input type="text"/>	Mobile number.	<input type="text"/>
Email Address	EDDIE.TABBA@CIIBT.COM	Click here for same address	<input type="checkbox"/>

Permanent Address

House No./Street *	<input type="text"/>	Applicant's Permanent Address(with Postal/Zip Code)	<input type="text"/>
Village/Town/City	<input type="text"/>	Village/Town/City	<input type="text"/>
State/Province/District	<input type="text"/>	State/Province/District	<input type="text"/>

Family Details

Father's Details

Name *	<input type="text"/>	Applicant's Father Name	<input type="text"/>
Nationality/Region *	Select Nationality <input type="text"/>	Nationality/Region of Father	<input type="text"/>
Previous Nationality/Region	Select Nationality <input type="text"/>	Previous Nationality of Father	<input type="text"/>
Place of birth *	<input type="text"/>	Place of birth	<input type="text"/>
Country/Region of birth *	Select Country <input type="text"/>	Country/Region of birth	<input type="text"/>

Mother's Details

Name *	<input type="text"/>	Applicant's Mother Name	<input type="text"/>
Nationality/Region *	Select Nationality <input type="text"/>	Nationality/Region of Mother	<input type="text"/>
Previous Nationality/Region	Select Nationality <input type="text"/>	Previous Nationality of Mother	<input type="text"/>
Place of birth *	<input type="text"/>	Place of birth	<input type="text"/>
Country/Region of birth *	Select Country <input type="text"/>	Country/Region of birth	<input type="text"/>

Applicant's Marital Status *

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

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

If Yes, give details *

Profession / Occupation Details of Applicant

Present Occupation *	Select Occupation <input type="text"/>	If Others, please specify	<input type="text"/>
Employer Name/business *	<input type="text"/>	Employer Name / Business	<input type="text"/>
Designation	<input type="text"/>	Designation	<input type="text"/>
Address *	<input type="text"/>	Address	<input type="text"/>
Phone	<input type="text"/>	Phone no	<input type="text"/>
Past Occupation, if any	Select Occupation <input type="text"/>	Past Occupation, if any	<input type="text"/>
Are/were you in a Military/Semi-Military/Police/Security. Organization? <input checked="" type="radio"/> Yes <input type="radio"/> No		If yes, give details	<input type="text"/>
Organization *	<input type="text"/>	Organization	<input type="text"/>
Designation *	<input type="text"/>	Designation	<input type="text"/>
Rank *	<input type="text"/>	Rank	<input type="text"/>
Place of Posting *	<input type="text"/>	Place of Posting	<input type="text"/>

Step 6: Complete all the required fields (marked with an asterisk) on this page. When finished, click "Save and Continue."

Your passport will be shipped back to the address indicated on your application as your "Present Address."

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

Details of Visa Sought	
Type of Visa *	TOURIST VISA
Places likely to be visited *	<input type="text"/>
Duration of Visa (In Month)*	0
No. of Entries *	SINGLE
Purpose of Visit*	FOR RECREATION, SIGHT SEEING, CASUAL VISIT TO MEET FRIENDS OR RELATIVES, ATTENDING A SHORT TERM YOGA PROGRAMME AND SHORT DURATION MEDICAL TREATMENT INCLUDING TREATMENT UNDER INDIAN SYSTEMS OF MEDICINE
Expected Date of Journey *	10/03/2020
Port of Arrival in India *	<input type="text"/>
Expected Port of Exit from India	<input type="text"/>
Previous Visa/Currently valid Visa Details	
Have you ever visited India before?*	Yes <input checked="" type="radio"/> / No <input type="radio"/>
Address*	<input type="text"/>
Cities previously visited in India*	<input type="text"/>
Last Indian Visa No/Currently valid Indian Visa No. *	<input type="text"/>
Type of Visa*	Select visa type
Place of Issue*	<input type="text"/>
Date of Issue*	<input type="text"/>
Has permission to visit or to extend stay in India previously been refused? <input checked="" type="radio"/> Yes <input type="radio"/> No	
If so, when and by whom (Mention Control No. and date also)*	<input type="text"/>
Other Information	
Countries Visited in Last 10 years	<input type="text"/>
SAARC Country Visit Details	
Have you visited SAARC countries (except your own country) during last 3 years? <input type="radio"/> Yes <input type="radio"/> No	Have you visited "South Asian Association for Regional Cooperation" (SAARC) countries (except your own country) during last 3 years? Yes /No
Reference	
Reference Name in India*	<input type="text"/>
Address*	<input type="text"/>
Phone*	<input type="text"/>
Reference Name in UNITED STATES OF AMERICA*	<input type="text"/>
Address*	<input type="text"/>
Phone*	<input type="text"/>
<input type="button" value="Save and Continue"/> <input type="button" value="Save and Temporarily Exit"/>	

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:

- Please provide an answer to the question: "Expected Port of Exit from India." While it is not a required field the consulate will reject your application if this field is not complete
- 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 contact you list much match the contact in your Business Introduction Letter
- Reference in USA may be next of kin or a co-worker

Additional Question Details	
Please note down the Temporary Application ID : 35A9XXA7TMYNBQZ	
Your Information will be saved if you click save button or continue to next page. If you exit without doing either of that, your information will be lost.	
Please provide below given details. Please give details if marked YES.	
1	Have you ever been arrested/ prosecuted/ convicted by Court of Law of any country? <input type="radio"/> Yes <input type="radio"/> No
2	Have you ever been refused entry / deported by any country including India? <input type="radio"/> Yes <input type="radio"/> No
3	Have you ever been engaged in Human trafficking/ Drug trafficking/ Child abuse/ Crime against women/ Economic offense / Financial fraud? <input type="radio"/> Yes <input type="radio"/> No
4	Have you ever been engaged in Cyber crime/ Terrorist activities/ Sabotage/ Espionage/ Genocide/ Political killing/ other act of violence? <input type="radio"/> Yes <input type="radio"/> No
5	Have you ever by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts? <input type="radio"/> Yes <input type="radio"/> No
6	Have you sought asylum (political or otherwise) in any country? <input type="radio"/> Yes <input type="radio"/> No
<input type="checkbox"/> I EDDIE , hereby declare that the information furnished above is correct to the best of my knowledge and belief. In case the information is found false at any stage, I am liable for legal action/deportation/blacklisting or any other action as deemed fit by the Government of India.	
<input type="button" value="Save and Continue"/> <input type="button" value="Save and Temporarily Exit"/>	

Step 9: Answer the Additional Question Details

Helpful Hints:

- Answer the additional questions
- Once complete, click on the check box to confirm that your answers

Upload Photograph

Choose the Photo To Upload

Temporary Application Id: 35A9XXA7TMYNBQZ
 Kindly ensure that the photo is as per specifications mentioned below.
In case you are not ready for photo upload you can do it later. Please note down the Temporary Application Id. Close the window and Press Exit.
You can complete your application later using Complete Partially Filled Form option on home page.

Photo Specifications

- Format - JPEG
- Size - Minimum 10 KB , Maximum 1 MB
- The minimum dimensions are 350 pixels (width) x 350 pixels (height).
- Recent front facing photograph with white background to be uploaded by the applicant.
- Do not crop the Passport Image to use it as your recent photograph. Upload clear front facing photograph with preferable white/light coloured background.
- **The application is liable to be rejected if the uploaded photograph are not clear and as per specification.**

Step 10: Upload your recent photo following the guidelines on the online application form

Helpful Hint:

- A visa specialist can upload your photograph for you after you have completed your application
- Format: JPEG
- Size: Min. 10KB Max. 1MB
- Dimensions: 350 Pixels X 350 Pixels
- Clear front facing with white background

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" for any corrections press "Modify/Edit".

Please note down the Temporary Application ID: 452920581MGRH0Z

Applicant details	
Surname	LEWIS
Name	ASDF
Previous Surname	
Previous Name	
Sex	MALE
Marital Status	SINGLE
Birthdate	11/12/1972
Religion	CHRISTIAN
Place of Birth	ASDF
Country of Birth	UNITED STATES OF AMERICA
Citizenship/National ID No.	NA
Educational Qualification	PROFESSIONAL
Vehicle Identification Mark	NONE

Step 11: 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 Hint:

- 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.

Step 12: Signing Your Visa Application—you must sign your visa application in **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

Signature

Sign exactly as in Passport

Applicant's signature (as in Passport)

Common Mistakes to Avoid:

- **NAMES DO NOT MATCH THOSE IN YOUR PASSPORT** — The names that you enter on the application must match exactly that which is printed in your passport. Names that deviate in any way will cause a rejection of the visa application
- **SHIPPING OF YOUR PASSPORT** Your passport will be shipped back to the address indicated on your Application as your "Present Address". Please input your address correctly
- **SIGNATURES**--You must sign your name, exactly as in your passport, on the first page and second page of the visa application. This signature must match the signature in your passport. Differences between the signatures will cause a rejection of the visa application
- **USE OF PUNCTUATION**—Do not use punctuation marks of any kind in your application. This will cause a rejection. If your name has a suffix, such as Jr. or Sr., write it exactly as in your passport, without punctuation
- **INCOMPLETE ADDRESS**—Make sure that the Reference Addresses for India shows the complete city and state. The form will not always accommodate a complete address so ensure that the city and state is listed
- **CROPPED PRINTING**—Make sure that you print the entire application. Some browsers will "crop" the top and bottom of the form. "Cropped" forms will be rejected
- **SINGLE SIDED PRINTING**—Ensure that you print the application on single sided pieces of paper. Double-side printed applications will be rejected. You must fully print the bar code on the bottom of page 1.