

Application Guidelines and Upload Lists

Common Notice

- ❑ Please find the checklist for your visa first before making application.
- ❑ Complete online application from <https://indianvisaonline.gov.in/>
- ❑ Please complete all the parts even it is not mandatory to fill in and print out.
- ❑ In process of the file uploading at the last step of making application, there are some categories that you have to upload even though it is optional. Please find the details below.
- ❑ Uploaded files cannot be deleted, so please proceed carefully with uploading when making the application.
- ❑ Once the visa application is confirmed, it can not be modified later.
- ❑ **If there is anything missing or wrong, you may be asked to rewrite the application form.**

This is not exhaustive and does not guarantee a visa. Embassy of India Seoul reserves the right to ask for additional documents or new application if required. Please understand that the India visa application center can not provide accurate guidelines for all types of visa.

Also, Not all visa type's upload lists are provided. If there's no information of visa that you would like to apply for, Please visit the visa center first with all the documents.

Please Note

- ❑ **Citizenship/National ID No** – Please type 13 Korea ID number/ Alien Registration Card.
- ❑ Please type the country code in every "Phone Number" Ex) +821012345678 / +9112345678
- ❑ **Any other Passport/Identity Certificate held** – Please type valid passport or ID card information if any.
 - If you hold ARC (Alien Registration Card), please click yes and fill out the information.
- ❑ **Present Address** – Please type present Korean address.
- ❑ **Permanent Address** – Please type your address according to your nationality stated in the passport
 - ex) For USA passport holder – Present address (Present Korean address) / Permanent address (USA address)
- ❑ Please type **city name** in the "Town/City of birth"
 - ex) Seoul(O), Chennai(O) / Gyeonggi-do(X), Korea(X), India(X)
- ❑ **Family Details** – Please type full name(surname + given name) of your parents and spouse.
- ❑ **Previous Visit Details** - If you have received an Indian visa before, you must specify the visa number, visa type, and date of issuance accurately.
 - Note - If the previous visa is E-Visa or Arrival Visa, Visa Issued Place should be written as BOI (Bureau of Immigration)
- ❑ Please type all countries you have visited in **last 10 years**.
 - Note - If you have visited India before, you must type India/ Home country must be excluded
- ❑ If you are Student / House Wife, please select **Spouse / Father** in the "Specify below occupation details of"
- ❑ Please type "Port of Exit" in the "Details of Visa Sought" and "Designation/Rank" in the "Profession/Occupation Details"
- ❑ Please type all the information regarding "Employer address & phone number."
- ❑ All requested addresses in application must include detail addresses.

Tourist

1. Copy of passport page containing personal particulars – **Copy of passport with signature**

Transit

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Evidence of onward and return travel to India (confirmed air ticket for and return journey) - **Return or onward ticket**
3. Copy of National ID card or equivalent document - **Copy of National ID card (ARC card)**

Business – 1 (For those coming to establish an industrial/business venture)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. One original signed letter from the company in the country of residence. It should contain the below information – **Travel Order**
3. One Letter of Invitation from an Indian Company. It should contain the below information – **Invitation Letter**
4. Certificate of incorporation from Indian company - **Certificate of incorporation**
5. Turnover Certificate - **Turnover Certificate for 2yrs (Business owner visa / Only if applicable)**
6. Copy of National ID Card or equivalent document – **Copy of National ID card (ARC card)**
7. Copy of previous valid visa – **Previous valid visa if any**

Business – 2 (For all other activities)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. One original signed letter from the company in the country of residence. It should contain the below information - **Travel Order**
3. One Letter of Invitation from an Indian Company. It should contain the below information - **Invitation Letter**
4. Certificate of incorporation from Indian company - **Certificate of incorporation**
5. Copy of National ID Card or equivalent document – **Copy of National ID card (ARC card)**
6. Copy of previous valid visa – **Previous valid visa if any**

Business – 3 (For sports person and coaches)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. One original signed letter from the company in the country of residence. It should contain the below information – **Sports organization from Korea**
3. One Letter of Invitation from an Indian Company. It should contain the below information – **Invitation Letter from Indian Organization + MEA Clearance**
4. Letter from the Organizing committee in India – **Same as no.3**
5. Letter from the Participating Organization – **Same as no.2**
6. Copy of National ID Card or equivalent document – **Copy of National ID card (ARC card)**
7. Copy of previous valid visa– **Previous valid visa if any**

Business Dependent (For dependent of b-1, b-2)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Relationship Certificate (Birth/Marriage). In case of Birth/Marriage certificate issued by a foreign authority/country may apostilled by concerned Indian Mission - **Relationship Certificate**
3. Copy of National ID Card or equivalent document – **Copy of National ID card (ARC card)**
4. Copy of previous valid visa – **Previous valid visa if any**

Student – 1 (Higher education)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Letter of admission from recognised India educational institution with duration of the course - **Letter of admission stating the period of study**
3. Bonafide letter from school/college – **Bonafide letter stating the period of study**
4. Receipt of fee paid to the school/college – **Receipt of fee paid**
5. Document showing financial support for the tuition fee and stay in India – **Bank deposit certificate + Financial support letter + Relationship certificate (If any case of financial support from parents)**
6. Duly filled student visa undertaking form – **Undertaking Letter**
7. Copy of National ID card or equivalent document – **Copy of National ID card (ARC card)**
8. Copy of UGC/AICTE/MHRD/MHA etc. affiliation and course recognition details of the institution from the concerned website OR college affiliation paper – **Affiliated certificate from UGC/AICTE/MHRD/MHA etc.**
9. Copy of previous valid visa – **Previous valid visa if any**

Student – 2 (School education)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Letter of admission from recognised India educational institution with duration of the course - **Letter of admission stating the period of study**
3. Bonafide letter from school/college – **Bonafide letter stating the period of study**
4. Receipt of fee paid to the school/college – **Receipt of fee paid**
5. Document showing financial support for the tuition fee and stay in India – **Bank deposit certificate + Financial support letter + Relationship certificate (If any case of financial support from parents)**
6. Duly filled student visa undertaking form – **Undertaking Letter**
7. Copy of National ID card or equivalent document – **Copy of National ID card (ARC card)**
8. Copy of previous valid visa – **Previous valid visa if any**

Student – 3 (Studying Yoga, Indian Music and Dance, Buddhist study)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Letter of admission from recognised India educational institution with duration of the course - **Letter of admission stating the period of study**
3. Bonafide letter from school/college – **Bonafide letter stating the period of study**
4. Receipt of fee paid to the school/college – **Receipt of fee paid**

5. Document showing financial support for the tuition fee and stay in India – **Bank deposit certificate + Financial support letter + Relationship certificate (If any case of financial support from parents)**
6. Duly filled student visa undertaking form – **Undertaking Letter**
7. Copy of National ID card or equivalent document – **Copy of National ID card (ARC card)**
8. Copy of previous valid visa – **Previous valid visa if any**

Student – 5-1 (Research Scholar, Visiting Research Faculty...) – for research scholar

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Letter of admission from recognised India educational institution with duration of the course – **Letter of PhD admission stating the period of study**
3. Bonafide letter from school/college – **PhD Bonafide letter stating the period of study**
4. Receipt of fee paid to the school/college – **Receipt of fee paid**
5. Document showing financial support for the tuition fee and stay in India – **Bank deposit certificate + Financial support letter + Relationship certificate (If any case of financial support from parents)**
6. Duly filled student visa undertaking form – **Undertaking Letter**
7. Copy of National ID card or equivalent document – **Copy of National ID card (ARC card)**
8. Copy of previous valid visa – **Previous valid visa if any**
9. Copy of UGC/AICTE/MHRD/MHA etc. affiliation and course recognition details of the institution from the concerned website OR college affiliation paper - **Affiliated certificate from UGC/AICTE/MHRD/MHA etc.**

Student – 5-2 (Research Scholar, Visiting Research Faculty...) – for visiting research faculty as a professor

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Letter of admission from recognised India educational institution with duration of the course – **All the documents about research program**
3. Bonafide letter from school/college – **All the documents about research program**
4. Receipt of fee paid to the school/college – **All the documents about research program**
5. Document showing financial support for the tuition fee and stay in India – **All the documents about research program**
6. Duly filled student visa undertaking form – **Undertaking Letter**
7. Copy of National ID card or equivalent document – **Copy of National ID card (ARC card)**
8. Copy of previous valid visa – **Previous valid visa if any**

Student – 6 (Internship)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Letter of admission from recognised India educational institution with duration of the course – **Internship contract**
3. Bonafide letter from school/college – **Internship contract**
4. Receipt of fee paid to the school/college – **Internship contract**
5. Document showing financial support for the tuition fee and stay in India – **Internship contract**
6. Duly filled student visa undertaking form – **Undertaking Letter**

7. Copy of National ID card or equivalent document – **Copy of National ID card (ARC card)**
8. Copy of previous valid visa – **Previous valid visa if any**
9. NOC from indian ministry of health in case of medical courses – **Internship contract**

Student Dependent

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Relationship Certificate (Birth/Marriage). In case of Birth/Marriage certificate issued by a foreign authority/country may apostilled by concerned Indian Mission – **Relationship Certificate**
3. Copy of National ID Card or equivalent document – **Copy of National ID card (ARC card)**

Employment – 1 (All Cases of Employment)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Required salary component – **Salary Component (Break-up)**
3. Duly filled Employment Visa Undertaking – **Undertaking letter**
4. Duly Filled additional form – **Employment contract + Manpower certificate**
5. Copy of an employment contract signed by both parties. The contract should have a specific clause for payment of income tax in India – **Employment contract**
6. Copy of the Registration papers of Company/Companies in India offering the Employment – **Certificate of incorporation**
7. Copy of educational qualification documents – **Educational qualification documents**
8. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**
9. Certificate of non availability of a suitable person for employment in India – **Certificate of non availability**
10. Brief Bio data of the applicant – **CV**
11. Tax payment form-16/PAN card – **TDS certificate for 2yrs + α (If any)**
12. No objection letter from previous employer if any – **No objection certificate from previous India company if any**

Employment – 2 (Intra-Company Transferee)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Required salary component – **Salary Component (Break-up)**
3. Duly filled Employment Visa Undertaking – **Undertaking letter**
4. Duly Filled additional form – **Employment contract + Manpower certificate**
5. Intra-company transfer letter, diploma certificate of applicant including personal bio data – **Dispatch order**
6. Copy of the Registration papers of Company/Companies in India offering the Employment – **Certificate of incorporation**
7. Copy of educational qualification documents – **Educational qualification documents**
8. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**
9. Certificate of non availability of a suitable person for employment in India – **Certificate of non availability**
10. Brief Bio data of the applicant – **CV**
11. Tax payment form-16/PAN card – **TDS certificate for 2yrs + α (If any)**

12. No objection letter from previous employer if any – **No objection certificate from previous India company if any**

Employment Dependent (For dependent of E-1)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Required salary component - **Salary Component (Break-up) of main applicant**
3. Duly filled Employment Visa Undertaking – **Undertaking Letter of main applicant**
4. Duly Filled additional form - **Family detail list + passport copy of main applicant**
- In case of main applicant in India - Family detail list + passport copy of main applicant + visa copy of main applicant + RP of main applicant
5. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**
6. Relationship certificate (Birth/Marriage. In case of Birth/Marriage certificate issued by a foreign authority/country may be apostilled by concerned Indian Mission – **Relationship Certificate**

Employment Dependent (For dependent of E-2)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Required salary component - **Salary Component (Break-up) of main applicant**
3. Duly filled Employment Visa Undertaking – **Undertaking Letter of main applicant**
4. Duly Filled additional form - **Family detail list + passport copy of main applicant + Dispatch order of main applicant**
- In case of main applicant in India - Family detail list + Dispatch order of main applicant + passport copy of main applicant + visa copy of main applicant + RP of main applicant
5. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**
6. Relationship certificate (Birth/Marriage. In case of Birth/Marriage certificate issued by a foreign authority/country may be apostilled by concerned Indian Mission – **Relationship Certificate**

Entry Visa – 1 (Person of Indian Origin and Spouse and Children of an Indian Citizen)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Duly filled Entry Visa Undertaking – **Undertaking Letter**
3. Copy of Indian passport of the spouse/parents/relative – **Copy of Indian/Indian origin passport (front and back page both)**
4. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**
5. Relationship certificate - **Relationship Certificate**

Entry Visa – 2 (Join Auroville Foundation)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Duly filled Entry Visa Undertaking – **Undertaking Letter**
3. Invitation / admission letter from Auroville Foundation / Sri Aurobindo Ashram / Missionaries of charity. Kolkata / temple authorities / Buddhist organization etc. – **Invitation letter from the organization**
4. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**

Entry Visa – 3 (X-MISC)

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Duly filled Entry Visa Undertaking – **Undertaking Letter**
3. Copy National ID Card or equivalent document – **Copy of National ID card (ARC card)**
4. Relationship certificate - **Relationship Certificate**

Dependent Visa - For some dependent visas under age of 17

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. Relationship Certificate (Birth/Marriage). In case of Birth/Marriage certificate issued by a foreign authority/country may apostilled by concerned Indian Mission – **Relationship Certificate**
3. A copy of the child's birth certificate showing both the parent's names – **Birth certificate**
4. Consent letter signed by both parents – **Consent letter with both parents' signature**
5. Photocopy of parent's passports along with the copy of their current Indian visa, if already holding one. If parents are Indian citizens, copy of the resident status in the country of residence – **Copy of both parents' passport with signature**

Conference Visa

1. Copy of passport page containing personal particulars - **Copy of passport with signature**
2. A copy of the signed Letter of Invitation for the Conference from organizer in India – **Invitation letter from Indian organization**
3. A copy of the letter from the Institution represented in the concerned foreign country – **Documents from Korea or home country organization (If not, same as no.2)**
4. A copy of event clearance from the Ministry of Home Affairs, Government of India (GOI) wherever applicable – **Event clearance from MHA**
5. Administrative approval of the Nodal Ministry, Government of India (GOI) – **Approval letter form Nodal Ministry**
6. Political clearance from the M/O External Affairs, Government of India (GOI) – **Political clearance from MEA**
7. Clearance from the concerned State Government – **Same as no.5**
8. Copy National ID Card or equivalent document - **Copy of National ID card (ARC card)**

신청서 작성 가이드 및 업로드 리스트

공통주의사항

- 신청서 작성 진행 전 꼭 해당 비자의 체크리스트를 확인하십시오.
- <https://indianvisaonline.gov.in/> 에 접속하셔서 비자 신청서를 작성 후 인쇄해주세요.
- 신청서작성시, 필수항목이 아니더라도 모두 기입하여 주십시오.
- 신청서 작성 마지막단계인 제출서류 업로드에서, 필수 업로드 항목(Mandatory) 이 아니더라도 필수로 업로드 하셔야하는 선택 업로드 항목(optional)이 있습니다. 반드시 아래 내용을 참고하시어 업로드를 완료해주세요
- 한번 업로드된 파일은 삭제할 수 없으니 신청서 작성시 신중하게 업로드를 진행해주세요.
- 완성된 비자신청서는 이후 정보수정이 불가합니다.
- **누락되거나 잘못된 내용이 있는경우 신청서 재작성 요청을 받을 수 있습니다.**

해당 업로드 가이드는 신청서 작성시 참고 목적으로만 안내드리며, 접수시 대사관의 요청의 따라 신청서를 재작성 하실수도 있습니다. 신청서 작성과 관련된 모든 권한은 주한인도대사관에 있습니다. 이용에 참고 바랍니다.

또한, 모든 비자타입의 업로드 리스트가 안내되어있지는 않습니다. 신청하시고자하는 비자의 업로드 리스트를 아래 내용에서 확인하지 못하셨다면, 구비서류를 지참하여 센터 방문 후 안내받으시길 바랍니다.

신청서 작성시 중요사항

- **Citizenship/National ID No** – 주민등록번호 13자리 숫자 모두적어주세요
- **Phone Number** 입력 시 반드시 국가 번호를 입력하여 주십시오. 예) +821012345678
- **Any other Passport/Identity Certificate held** – 유효한 여권이나 신분증 정보가 있으시다면 적어주세요.
 - ARC 카드 소지자의 경우 필수로 해당항목을 작성하셔야 합니다.
- **Present Address** – 반드시 한국의 현재 주소를 작성하셔야 합니다. 모든 국적 동일.
- **Permanent Address** – 여권 소지 국가의 주소를 작성하셔야 합니다.
 - 예) 미국여권 소지자의 경우 – Present address (한국 현재 주소) / Permanent address (미국 주소)
- 모든 Place 기재 항목은 **도시(City)** 명으로 기재하셔야합니다.
 - 예) 서울(O) , 부산(O) / 경기도(X), 충청도(X)
- **Family Details** 에 부모님, 배우자의 이름을 적는란은 꼭 성+이름 모두 작성해주셔야 합니다.
- **Previous Visit Details** 작성시, 이전에 인도를 다녀오신적이 있는경우 반드시 **YES**로 선택하신 후 가장 최근에 받으신 비자의 정보를 정확하게 기재하셔야 합니다.
 - 주의 – 이전비자가 E-VISA 혹은 도착비자인 경우 발행처에 **BOI(Bureau of Immigration)**로 작성하셔야 합니다.
- **10년 간 방문한 국가를 상세히 적어 주시기 바랍니다.**
 - 주의 - 과거 인도 방문시, 10년 방문국가에도 반드시 인도 기재 / 본국은 제외
- **현재 직업(Present Occupation)**이 Student/House Wife 인 경우, 참조인은 배우자 또는 **아버지**로 선택해주십시오.
- **"Port of Exit", "Profession/Occupation Details"의 "Designation/Rank"**는 반드시 기입하여 주십시오.
- **Employer address & phone number** 모두 기재바랍니다.
- 비자신청서에서 요구하는 모든 주소는 반드시 **세부주소**를 포함해야합니다.

Tourist

2. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**

Transit

4. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
5. Evidence of onward and return travel to India (confirmed air ticket for and return journey) - **귀국 or 제3국행 티켓**
6. Copy of National ID card or equivalent document - **신분증**

Business – 1 (For those coming to establish an industrial/business venture)

8. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
9. One original signed letter from the company in the country of residence. It should contain the below information - **한국 회사 발행 출장증명서**
10. One Letter of Invitation from an Indian Company. It should contain the below information - **인도 회사의 초청장**
11. Certificate of incorporation from Indian company - **인도 회사 사업자 등록증**
12. Turnover Certificate - **2년치 Turnover Certificate (사업주 비자 신청자/해당 사항이 있는 경우에만 업로드 필요)**
13. Copy of National ID Card or equivalent document – **신분증**
14. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Business – 2 (For all other activities)

7. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
8. One original signed letter from the company in the country of residence. It should contain the below information - **한국 회사 발행 출장증명서**
9. One Letter of Invitation from an Indian Company. It should contain the below information - **인도 회사의 초청장**
10. Certificate of incorporation from Indian company - **인도 회사 사업자 등록증**
11. Copy of National ID Card or equivalent document – **신분증**
12. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Business – 3 (For sports person and coaches)

8. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
9. One original signed letter from the company in the country of residence. It should contain the below information – **한국 소속 스포츠협회의 서류**
10. One Letter of Invitation from an Indian Company. It should contain the below information – **인도 국제 대회 관련 서류 + MEA 허가증**
11. Letter from the Organizing committee in India - **3번과 동일한 서류 한번 더 업로드**
12. Letter from the Participating Organization - **2번과 동일한 서류 한번 더 업로드**
13. Copy of National ID Card or equivalent document – **신분증**
14. Copy of previous valid visa– **이전 유효 비자 (만료비자 제외)**

Business Dependent (For dependent of b-1, b-2)

5. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
6. Relationship Certificate (Birth/Marriage). In case of Birth/Marriage certificate issued by a foreign authority/country may apostilled by concerned Indian Mission - **가족관계증명서**
7. Copy of National ID Card or equivalent document – **신분증**
8. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Student – 1 (Higher education)

10. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
11. Letter of admission from recognised India educational institution with duration of the course - **학업기간이 기재된 입학허가서**
12. Bonafide letter from school/college – **학업기간이 기재된 재학 증명서**
13. Receipt of fee paid to the school/college – **예정 학기 학비 지불 영수증**
14. Document showing financial support for the tuition fee and stay in India – **잔고증명서 + 재정동의서 + 가족관계 증명서 (부모님의 재정지원의 경우만)**
15. Duly filled student visa undertaking form – **Undertaking 레터**
16. Copy of National ID card or equivalent document – **신분증**
17. Copy of UGC/AICTE/MHRD/MHA etc. affiliation and course recognition details of the institution from the concerned website OR college affiliation paper - **UGC/AICTE/MHRD/MHA 등 인증기관 소속 증명서**
18. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Student – 2 (School education)

1. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
2. Letter of admission from recognised India educational institution with duration of the course - **학업기간이 기재된 입학허가서**
3. Bonafide letter from school/college – **학업기간이 기재된 재학 증명서**
4. Receipt of fee paid to the school/college – **예정 학기 학비 지불 영수증**
5. Document showing financial support for the tuition fee and stay in India – **잔고증명서 + 재정동의서 + 가족관계 증명서 (부모님의 재정지원의 경우만)**
6. Duly filled student visa undertaking form – **Undertaking 레터**
7. Copy of National ID card or equivalent document – **신분증 (미성년자의 경우 생략가능)**
8. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Student – 3 (Studying Yoga, Indian Music and Dance, Buddhist study)

9. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
10. Letter of admission from recognised India educational institution with duration of the course - **학업기간이 기재된 입학허가서**
11. Bonafide letter from school/college – **학업기간이 기재된 재학 증명서**
12. Receipt of fee paid to the school/college – **예정 학기 학비 지불 영수증**
13. Document showing financial support for the tuition fee and stay in India – **잔고증명서 + 재정동의서 + 가족**

관계 증명서 (부모님의 재정지원의 경우만)

14. Duly filled student visa undertaking form – **Undertaking** 레터
15. Copy of National ID card or equivalent document – 신분증
16. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Student – 5-1 (Research Scholar, Visiting Research Faculty...) – for research scholar

10. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
11. Letter of admission from recognised India educational institution with duration of the course – **학업기간이 기재된 박사과정 입학허가서**
12. Bonafide letter from school/college – **학업기간이 기재된 박사과정 재학 증명서**
13. Receipt of fee paid to the school/college – **예정 학기 학비 지불 영수증**
14. Document showing financial support for the tuition fee and stay in India – **잔고증명서 + 재정동의서 + 가족 관계 증명서 (부모님의 재정지원의 경우만)**
15. Duly filled student visa undertaking form – **Undertaking** 레터
16. Copy of National ID card or equivalent document – 신분증
17. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**
18. Copy of UGC/AICTE/MHRD/MHA etc. affiliation and course recognition details of the institution from the concerned website OR college affiliation paper - **UGC/AICTE/MHRD/MHA 등 인증기관 소속 증명서**

Student – 5-2 (Research Scholar, Visiting Research Faculty...) – for visiting research faculty as a professor

9. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
10. Letter of admission from recognised India educational institution with duration of the course – **리서치 관련서류**
11. Bonafide letter from school/college – **리서치 관련서류**
12. Receipt of fee paid to the school/college – **리서치 관련서류**
13. Document showing financial support for the tuition fee and stay in India – **리서치 관련서류**
14. Duly filled student visa undertaking form – **Undertaking** 레터
15. Copy of National ID card or equivalent document – 신분증
16. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**

Student – 6 (Internship)

10. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
11. Letter of admission from recognised India educational institution with duration of the course – **인턴십 계약서**
12. Bonafide letter from school/college – **인턴십 계약서**
13. Receipt of fee paid to the school/college – **인턴십 계약서**
14. Document showing financial support for the tuition fee and stay in India – **인턴십 계약서**
15. Duly filled student visa undertaking form – **Undertaking** 레터
16. Copy of National ID card or equivalent document – 신분증
17. Copy of previous valid visa – **이전 유효 비자 (만료비자 제외)**
18. NOC from indian ministry of health in case of medical courses – **인턴십 계약서**

Student Dependent

4. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
5. Relationship Certificate (Birth/Marriage). In case of Birth/Marriage certificate issued by a foreign authority/country may apostilled by concerned Indian Mission - 가족관계증명서
6. Copy of National ID Card or equivalent document - 신분증

Employment – 1 (All Cases of Employment)

13. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
14. Required salary component - 급여상세항목(Break-up)
15. Duly filled Employment Visa Undertaking - Undertaking 레터
16. Duly Filled additional form - 계약서전체 + 맨파워서류
17. Copy of an employment contract signed by both parties. The contract should have a specific clause for payment of income tax in India - 계약서 전체
18. Copy of the Registration papers of Company/Companies in India offering the Employment - 인도 회사 사업자 등록증
19. Copy of educational qualification documents - 졸업/학위 증명서
20. Copy National ID Card or equivalent document - 신분증
21. Certificate of non availability of a suitable person for employment in India - 비적격 증명서
22. Brief Bio data of the applicant - 이력서
23. Tax payment form-16/PAN card - 2년+α 의 TDS 세금내역 (해당 사항인 경우에만)
24. No objection letter from previous employer if any - 이전 회사의 NOC 레터 (해당 사항인 경우에만)

Employment – 2 (Intra-Company Transferee)

13. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
14. Required salary component - 급여상세항목(Break-up)
15. Duly filled Employment Visa Undertaking - Undertaking 레터
16. Duly Filled additional form - 계약서전체 + 맨파워서류
17. Intra-company transfer letter, diploma certificate of applicant including personal bio data - 디스패치오더
18. Copy of the Registration papers of Company/Companies in India offering the Employment - 인도 회사 사업자 등록증
19. Copy of educational qualification documents - 졸업/학위 증명서
20. Copy National ID Card or equivalent document - 신분증
21. Certificate of non availability of a suitable person for employment in India - 비적격 증명서
22. Brief Bio data of the applicant - 이력서
23. Tax payment form-16/PAN card - 2년+α 의 TDS 세금내역 (해당 사항인 경우에만)
24. No objection letter from previous employer if any - 이전 회사의 NOC 레터 (해당 사항인 경우에만)

Employment Dependent (For dependent of E-1)

7. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
8. Required salary component - 주신청인의 급여상세항목(Break-up)

9. Duly filled Employment Visa Undertaking – 주신청인의 Undertaking Letter
10. Duly Filled additional form - **Family detail list** + 주신청인의 여권사본
 * 주 신청인이 인도 현지에 있을 경우 - Family detail list + 주신청인의 여권사본 + 비자 사본 + RP
11. Copy National ID Card or equivalent document – 신분증
12. Relationship certificate (Birth/Marriage. In case of Birth/Marriage certificate issued by a foreign authority/country may be apostilled by concerned Indian Mission – 가족관계 증명서

Employment Dependent (For dependent of E-2)

7. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
8. Required salary component – 주신청인의 급여상세항목(Break-up)
9. Duly filled Employment Visa Undertaking – 주신청인의 Undertaking Letter
10. Duly Filled additional form - **Family detail list** + 주신청인의 여권사본 + 디스패치오더
 * 주 신청인이 인도 현지에 있을 경우 - Family detail list + 주신청인의 여권사본 + 디스패치오더 + 비자사본 + RP
11. Copy National ID Card or equivalent document – 신분증
12. Relationship certificate (Birth/Marriage. In case of Birth/Marriage certificate issued by a foreign authority/country may be apostilled by concerned Indian Mission – 가족관계 증명서

Entry Visa – 1 (Person of Indian Origin and Spouse and Children of an Indian Citizen)

6. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
7. Duly filled Entry Visa Undertaking – **Undertaking** 레터
8. Copy of Indian passport of the spouse/parents/relative – 인도 주 신청인의 여권 앞, 뒷면 사본
9. Copy National ID Card or equivalent document – 신분증
10. Relationship certificate - 가족관계 증명서

Entry Visa – 2 (Join Auroville Foundation)

5. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
6. Duly filled Entry Visa Undertaking – **Undertaking** 레터
7. Invitation / admission letter from Auroville Foundation / Sri Aurobindo Ashram / Missionaries of charity. Kolkata / temple authorities / Buddhist organization etc. – 초청기관으로부터의 초대장 (만약 초대장이 밀봉된 상태라면 개봉하지 않고 봉투 그대로 업로드 진행. 인터뷰 후 대사관 요청에 따라 신청서 작성여부 결정)
8. Copy National ID Card or equivalent document – 신분증

Entry Visa – 3 (X-MISC)

5. Copy of passport page containing personal particulars - 서명이 포함된 여권사본
6. Duly filled Entry Visa Undertaking – **Undertaking** 레터
7. Copy National ID Card or equivalent document – 신분증
8. Relationship certificate - 가족관계 증명서

Dependent Visa - For some dependent visas under age of 17

6. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
7. Relationship Certificate (Birth/Marriage). In case of Birth/Marriage certificate issued by a foreign authority/country may apostilled by concerned Indian Mission – **가족관계 증명서**
8. A copy of the child's birth certificate showing both the parent's names – **출생증명서(영문) 혹은 기본증명서(영문)**
9. Consent letter signed by both parents – **부모 모두의 서명이 포함된 Consent letter**
10. Photocopy of parent's passports along with the copy of their current Indian visa, if already holding one. If parents are Indian citizens, copy of the resident status in the country of residence – **부모 모두의 여권 사본 (서명포함)**

Conference Visa

9. Copy of passport page containing personal particulars - **서명이 포함된 여권사본**
10. A copy of the signed Letter of Invitation for the Conference from organizer in India – **인도 초청기관의 초청서류**
11. A copy of the letter from the Institution represented in the concerned foreign country – **한국 혹은 본인 국가에서 발행한 서류 (없다면, 2번의 동일서류 업로드)**
12. A copy of event clearance from the Ministry of Home Affairs, Government of India (GOI) wherever applicable – **MHA 에서 발급한 클리어런스 (해당국가가 아니라 서류가 없다면 MEA 클리어런스 대체 업로드)**
13. Administrative approval of the Nodal Ministry, Government of India (GOI) – **회의 주최 관할부처의 승인서**
14. Political clearance from the M/O External Affairs, Government of India (GOI) – **MEA 에서 발행한 Political clearance**
15. Clearance from the concerned State Government – **5번과 동일한 서류**
16. Copy National ID Card or equivalent document - **신분증**