

**FOREIGN SERVICE OF THE PHILIPPINES**  
**PHILIPPINE EMBASSY**  
 House 6, Road 101, Gulshan 2  
 Dhaka, Bangladesh

ATTACH  
 2" by 2"  
 PHOTO HERE

**APPLICATION FOR NON-IMMIGRANT VISA FOR STUDENT**

SURNAME		NAME		MIDDLE NAME		SEX ( ) Male ( ) Female	
DATE OF BIRTH: DAY MONTH YEAR			PLACE OF BIRTH: CITY PROVINCE COUNTRY			CITIZENSHIP	
PRESENT ADDRESS: House No. Street Town/Province Country Postal Code						TELEPHONE NO.:	
CIVIL STATUS ( ) SINGLE ( ) MARRIED ( ) WIDOWED ( ) DIVORCED ( ) SEPARATED							
If married, state name and address of spouse: Name: Address:							
Full Name of Father:				Full Name of Mother:			
OCCUPATION: Company Name: Address: Telephone No.:				FINANCIAL MEANS OF SUPPORT WHILE IN THE PHILIPPINES:			
PASSPORT TYPE and NO.:		DATE OF ISSUE: (Day/Month/Year)		ISSUED IN		VALID UNTIL (D/M/Y)	
OTHER PERSON (S) TRAVELLING TO THE PHILIPPINES WITH APPLICANT UNDER ( ) SAME PASSPORT ( ) TRAVEL DOCUMENT ( ) SEPARATE PASSPORT							
PURPOSE OF VISIT TO PHILIPPINES:		LENGTH OF STAY:		PORT OF ENTRY IN THE PHILIPPINES:			
DESTINATION/S IN THE PHILIPPINES:				ADDRESS IN THE PHILIPPINES:			
REFERENCE/CONTACT PERSON IN THE PHILIPPINES: Name Address Telephone No.							
Supporting Documents submitted and offered for inspection in support of visa application:							
Have you been convicted of any crime? If Yes, provide details:		( ) Yes ( ) No				( ) No	
Do you have a communicable disease? If Yes, provide details:		( ) Yes ( ) No				( ) No	
Do you have a history of mental illness? If Yes, provide details:		( ) Yes ( ) No				( ) No	
Were you ever refused any kind of Philippine visa, denied admission into or deported from the Philippines and removed at government expense from the Philippines and other countries? If Yes, provide details:				( ) Yes		( ) No	
I understand that I may enter the Philippines at the Port of Entry designated by the Philippine Immigration Authorities and under the conditions imposed by those authorities.  I solemnly swear that the foregoing statements are true to the best of my knowledge:  <div style="display: flex; justify-content: space-between;"> <span>_____ Date</span> <span>_____ Signature of Applicant</span> </div> SUBSCRIBED AND SWORN to before me this _____ day of _____							
_____ Consul of the Republic of the Philippines							
IMPORTANT: IF APPLICANT IS UNABLE TO APPLY IN PERSON, THIS FORM MUST BE NOTARIZED.							
SUBSCRIBED AND SWORN to before me this _____ day of _____ at _____ the affiant exhibiting the following identification (type) _____ number _____ issued at _____ on _____  _____ Notary Public							

(For Official use only)  
 Non-immigrant Visa No. \_\_\_\_\_ under section \_\_\_\_\_ of \_\_\_\_\_  
 Immigration Act of 1940, as amended issued to \_\_\_\_\_  
 on \_\_\_\_\_ and valid until \_\_\_\_\_  
 Consular notation \_\_\_\_\_ Visa Sheet No. \_\_\_\_\_  
 Purpose: \_\_\_\_\_ Number of entries: \_\_\_\_\_ Service No.: \_\_\_\_\_ O.R. No.: \_\_\_\_\_

\_\_\_\_\_  
 Processor

\_\_\_\_\_  
 Consul of the Republic of the Philippines

## FOR STUDENT:

The procedure in applying for a student visa is as follows:

I. Prospective foreign students shall communicate directly with the school in the Philippines and comply with the school's institutional requirements, which shall include the submission of the following documents:

- a.) Five (5) copies of the Student's Personal History (PHS) duly signed by him, both in English and in national alphabet accompanied by his personal seal, if any, and containing, among others his left and right thumbprints and a 2X2 inch photograph on plain white background taken not more than six months prior to submission.
- b.) A notarized affidavit of support including bank statements or notarized notice of grant for institutional scholars to cover expenses for the students accommodation and subsistence, as well as school dues and pother incidental expenses.
- c.) Transcript of Records/Scholastic Records duly authenticated by the Philippine Foreign Service Post located in the student applicant's country of origin or legal residence.
- d.) Photocopy of data page of the student's passport showing date and place of birth, and birth certificate or its equivalent by the Philippine Foreign Service Post (embassy/consulate)

II. The school, satisfied with the student's compliance with its requirements, shall issue a Notice of Acceptance (NOA) to the student and submit a duplicate copy thereof to the Department of Foreign Affairs, together with a certified true copy of the Commission on Higher Education's Certificate of Eligibility of Admission, when necessary, and the above-cited document-requirements. These documents shall be handcarried to the DFA by the School's designated liaison officer under a cover letter on the school's official stationary signed by the school registrar and stamped with the school's dry seal requesting that a student visa be issued to the person named therein.

III. The DFA shall endorse the documents to the Philippine Foreign Service Post located in the prospective student's country of origin or place of legal residence, regardless of where the prospective student is at the time of application.

IV. The concerned Philippine Foreign Post shall notify the student in writing of the receipt of the documents and require him to appear in person before a Consular Officer for interview and compliance with consular requirements. In addition to the documents transmitted to the post by the DFA, the following requirements shall be submitted by the student to the Consular Officer.

- a.) Original of the school's Notice of Admission (NOA) containing a clear impression of the school's dry seal;
- b.) Original of the CEA (Certificate of Admission of Eligibility) issued by the CHED if enrolled in courses or programs where restrictions may exist due to shortage of facilities, as in Medicine or Dentistry;
- c.) Police clearance issued by the national police authorities in the student's country of origin or legal residence, authenticated by the Philippine Foreign Service Post having consular jurisdiction over the place;
- d.) Medical health certificate issued by an authorized physician including but not limited to standard-size chest x-ray, Hepatitis B clearance; and
- e.) The Student visa processing fee of Tk17,500.00

V. A notice of visa issuance shall be furnished by the DFA to the school, the CHED, BI, and NBI and the NICA as soon as it receives report of this effect from the issuing post.

Please visit these helpful links:

Commission on Higher Education (CHED) <http://www.ched.gov.ph>

Bureau of Immigration (BI) <http://www.immigration.gov.ph>