

# Student visa (Internship)

**\*\* Applicants are requested to submit and upload ALL the documents even if it is optional choices \*\***

## Section A: Standard Documents

□ Verification of your internship: Both (a) and (b) should be prepared. [!] **Interview is required**

(a) Indian company's **Registration certificate** and an **Invitation Letter (Original)**.

**An Invitation Letter** MUST include:

- Issuing company's letterhead
- Applicant's full name as on passport
- Issuing date which must be within a one month of the application date
- Purpose and duration of internship
- Indian company's name and address (Applicant's detail working address)
- Salary and payment of income tax in India: A candidate being sponsored for Intern Visa should draw a salary in excess of Rs.3.60 lakhs per annum. However, this condition is not applicable to Educational institutions and NGOs. The salary must be stated as Rs (INR) (USD, KRW cannot be accepted)
- Specify the amount of tax on salary and must be included the content of paying taxes in accordance with the Indian tax law
- Benefits : Accommodation and other allowances (such as car, insurance..)

\* **All documents should be indicated company's nameplate, issuer's signature, and applicant's signature**

(b) Certificate of Graduation of studentship or Enrollment certificate (English only)

**Note:** - Conversion of the intern visa into Employment visa or any other types of visa will not be permitted.  
- Only applicants who graduated within 2 years can apply for Internship Visa

(c) Undertaking **(Original documents with stamp and signature, issued within 1 month)**

\* **Please Note :**

- New visa regulations (since *Jan 2022*)

All applicants should upload all the necessary documents (PDF) on the India-government Website  
(<https://indianvisaonline.gov.in>)

\* This Checklist is not exhaustive and does not guarantee a visa. The India visa application center or its Consulates reserve the right to ask for additional documents if required. Furthermore, you should upload and submit all the necessary documents.

Please understanding The India visa application center could not provide accurate guidelines for any type of visa.

## Section B: Important Reminders

Please note **the validity of the visa begins from the date of issue** (NOT from the date of arrival in India)

Visa fees and other service fees cannot be refunded once your application is submitted.