High Commission of India
Mbabane

Visa Services: Overview

Receipt of applications	09.00 am to 11.00 am
Delivery of documents	03.00 pm to 04.00 pm

General Information

- All visa applicants need to fill up **only online visa applications** for getting a regular Indian visa or e-visa. **No manual/hand-written applications for Indian visa will be accepted**.
- Applicants would require filling up online visa application through the Indian Visa Portal https://indianvisaonline.gov.in/ and can select **Regular/e-Visa**.
- **Instructions to fill up online Indian Visa Application Form are given at ANNEXURE 'A'** at the end of this page.
- Fill the online application form completely with all correct details and previous visa details if you have visited India before. Print out the form, sign and attach two **recent** colour photographs (51mmx51mm) and documents as specified below. Applicant must personally visit the Consular Section during consular hours to submit the application and furnish biometrics.
- It must be ensured that the photo with white background and as per specifications is **uploaded** while applying for the online visa application and two same photos are attached with the application.
- **Requisite fee is required to be transferred through Electronic Fund Transfer (EFT) only to the bank account** of the High Commission of India, Mbabane. Details of the bank account would be provided at the time of depositing documents with the High Commission. **High Commission does not accept payment by any other mode of payment**. Fee once paid is not refundable or adjustable under any circumstances.
- Visa fee
  Fee Structure
- Visa fee paid is non-refundable. High Commission reserves the right to decline any Visa even if visa fee has been paid. Payment of fee does not guarantee issuance of visa.
- Passport must be valid for at least 6 months otherwise applicant needs to renew his/her foreign passport before applying for Indian visa.
- The applicant has to come personally to submit Visa Application at High Commission as BIO-METRIC ENROLLMENT (Capture of Finger Prints/Photo) of the Visa applicant is mandatory.
- Processing time for visa applications is normally 3 (three) working days but in certain cases, it may take longer. Applicants are requested to apply well in advance for visa before their scheduled travel.

- Original documents will be returned after verification at the counter. Additional documents may be sought and a personal interview may be warranted, in certain cases.
- Validity of Visa is from the date of issue.
- If visa applicant is not normally resident in Eswatini or if he/she does not hold a Eswatini passport, visa processing may take longer time. Visa fee may also differ in such cases and additional documents may be sought.
- For registration information relating to Foreigners Regional Registration Office (FRRO)/ Foreigners Registration Office (FRO), please contact – www.immigrationindia.nic.in

TOURIST VISA:
Documents required:
i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;
ii) Two recent colour photographs as per specifications
iii) Proof of proposed dates of travel such as air ticket and hotel bookings;
iv) Bank statements with sufficient funds availability.
v) Letter from sponsor in India with his/her passport copy who is inviting to visit India.

MEDICAL VISA:
Applicants who need to undergo urgent medical treatment in India for serious illness can apply for medical visa.
Documents required:
i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;
ii) Two recent colour photographs as per specifications
iii) Letter of invitation from an approved Hospital / Doctor in India with details of medical treatment/illness, duration of treatment and estimated cost of treatment;
iv) Original Medical reports from approved Hospital / Doctor in Eswatini with Original Referral letter for taking treatment in India;
v) Proof of availability of sufficient funds for stay in India including the expenses for medical treatment by producing documents such as Bank statement, Salary certificate, sponsorship letter, medical insurance etc.;
vi) Proof of booking of air-tickets to and from India.

STUDENT VISA:
Student visa holders are required to register with the nearest Foreigners Regional Registration Office (FRRO)/Foreigners Registration Office (FRO) within 14 days of arrival in India.
Usually a Student Visa for higher education is issued with one year validity with triple entry and can be extended for the duration of the course in India.
Documents required:

i) Filled-in and signed visa application form with clear copy of passport and Indian visa/s issued if any;
ii) Two recent colour photographs as per specifications
iii) Letter of Admission (original + photocopy) and visa request letter from a registered Indian educational institution;
iv) Original signed letter of financial support from parent/Guardian and copy of their national ID. In case of Guardian, financial supporting documents must be notarized and apostilled by Ministry of Foreign Affairs & International Cooperation. Bank Guarantee/Certificate (statement of account for the past 6 (six) months duly signed and stamped by the bank and a letter of authenticity of the account statements from the bank. The bank statements must show a consistency of at least E 20,000-30,000 bank balance for last six months)
v) Evidence of transfer of adequate Funds for at least 4 months sustenance in India or travelers cheque;
vi) Original and photocopies of Education qualification documents / certificates of applicant from a recognized School/University in Eswatini.
vii) In case of medical/ paramedical education, a 'No Objection Letter' from the Ministry of Health, Government of India is also required to be furnished.

BUSINESS VISA:
Documents required:
i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;
ii) Two recent colour photographs as per specification
iii) Proof of proposed dates of travel such as air ticket and hotel bookings;
iv) Bank statements with sufficient funds availability.
v) Letter from the Company in Eswatini sponsoring the Business visit with Company details and purpose of visit in India.
vi) Invitation letter from Company in India with details of company and inviting person with details and purpose of visit.

TRANSIT VISA:
Documents required:
i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;
(ii) Two recent colour photographs as per specification
(iii) Air tickets showing booking for travel to India and onward journey from India. A Transit Visa is normally issued with Single Entry, 15 days validity and maximum stay of 3 days.

CONFERENCE VISA:
Documents required:
i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;
ii) Two recent colour photographs as per specification
iii) Letter of Invitation in the name of the applicant from organizers in India;

iv) Clearance from Ministry of External Affairs and Ministry of Home Affairs of India if the organiser is a non-government organisation.

v) Letter from the organization or company in Eswatini where the applicant is working.

vi) Return Air tickets

EMPLOYMENT VISA:

Documents required:

i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;

ii) Two recent colour photographs as per specification

iii) Appointment/Employment letter along with letter for visa request from the Indian employer;

iv) Employment Contract with remuneration details and other job conditions from the employer in India.

v) Minimum salary: US$ 25,000 per annum (Except for ethnic cooks, language teachers, (other than English language teachers)/translators);

ENTRY VISA:

Documents required with clear copy of passport and Indian visas issued if any:

i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;

ii) Two recent colour photographs as per specification

iii) Proof of Indian origin / relation.

An Entry Visa may be granted to a person of Indian origin (who is not a holder of PIO/OCI cards) or for a specific purpose not covered under other categories of visas.

JOURNALIST VISA :

Documents required:

i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;

ii) Two recent colour photographs as per specification

iii) Invitation Letter from Media Company in India stating their purpose and duration of visit

iv) Copy of applicant's accreditation;

v) Recommendation letter from Media Company in Eswatini

vi) A detailed synopsis of the documentary

vii) Details of location and a tentative schedule.

viii) Details regarding the producers and the production company

ix) A declaration to be submitted at the Consular Section.

RESEARCH VISA:

Documents required:

i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;

ii) Two recent colour photographs as per specifications
iii) Research project draft
iv) Original letter of admission from a recognized Indian University/Institute;
v) Affidavit of financial support;
It is a mandatory requirement for all Foreigners arriving on Research Visa to register themselves with the nearest Foreigners Regional Registration Office (FRRO) or Foreigners Registration Office (FRO) within 14 days of arrival in India.

PROJECT VISA:
Documents required:
i) Filled-in and signed visa application form with clear copy of passport and Indian visas issued if any;
ii) Two recent colour photographs as per specification
iii) Letter from Indian company awarding contract to foreign company, specifying details about the foreign company, project (including location, duration), total number of workers (highly skilled/skilled/semi-skilled) required to be sent by foreign company to India;
iv) Letter from Applicant's Employer (brief description of its projects in India, nature of work in India);

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Process for filling up online Indian Visa Application Form

STEP-1) Go to Website**:** https://indianvisaonline.gov.in/
STEP-2) Click on "**Regular Visa Application**" or "**e-Visa**" as applicable
STEP-3) Select the Country **"Swaziland"** & Name of Indian Mission "**Swaziland-Mbabane**" and fill details (Nationality, Date of Birth, E-mail, Expected Date of arrival in India, Visa Type, Purpose) & click '**Continue**'
STEP-4) Please note the "**Temporary ID No.**" generated and fill "*Applicant Details* and *Passport Details*" & click '**Save and Continue**'.
STEP-5) Fill "*Address Details, Family Details and Profession/Occupation Details*" & click **'Save and Continue'**
STEP-6) Fill "*Details of Visa Sought*, *Previous Visa/Currently Valid Visa Details* and *Reference Details*" & click **'Save and Continue'**
STEP-7) Upload *Photograph* **as per specifications** (JPEG Format, Size between 10kb and 1mb, Minimum Dimension 350x350 pixels, White background photograph)"& click **'Save and Continue':**
STEP-8) System will ask the applicant to **"CONFIRM DETAILS"** & if you need to edit details click **'Modify'** otherwise click **'Verified and Continue'**
STEP-9) After filling the form and submitting it, the System shall automatically generate an **Application ID No. SWZMVxxxxxxxx.** Keep this Application ID for further communications with the High Commission. Applicant can print/re-print registered application with this Application ID No.
STEP-10) Take the print out of the submitted online application form and submit the form along with supporting documents at the High Commission. Requisite fee is required to be transferred **through Electronic Fund Transfer (EFT) only** to the bank account of the High Commission of India, Mbabane. Details of the bank account would be provided at the time of submitting the application with the High Commission. Service would be rendered upon furnishing proof of payment of necessary fee in the bank and realization of the same in High Commission's account.
Note:- i) The online Indian visa site (https://indianvisaonline.gov.in/) is best viewed in ***Mozilla Firefox, Google Chrome, Internet Explorer (Windows) version 9.0 and above***.
ii) The applicant must also have ***Adobe Acrobat Reader version 7.0 or higher installed on their PC*** in order to download and print the completed application form.
iii) The applicant has to come personally to submit Visa Application at High Commission as BIOMETRIC ENROLLMENT (Capture of Finger Prints/Photo) of the Visa applicant is mandatory.
iii) Upon receipt of the visa application and necessary fee realized in High Commission's bank account, High Commission requires a minimum of three

working days to process the case and issue a visa depending upon the nationality and excluding special cases.