



India Visa Application Guide



An India visa is required for your upcoming trip to India. The information in this document has been compiled to assist you with the online application for the India visa.

**Himalayan Institute
Spiritual Excursions
952 Bethany Turnpike
Honesdale, PA 18431
570-253-5551 x6**

India Tourist Visas are relatively easy to obtain. There are five Application Centers for Indian visas in the United States located in Washington DC, New York, Chicago, Houston, San Francisco, and Atlanta. (The state in which you live determines the center where your application will be processed.) **Cox & Kings Global Services Pvt. Limited is the only authorized service provider for the Embassy of India and its Consulates across the USA for Visa support services.** Use their website to begin the visa application online. (<https://www.in.ckgs.us/visa/>)

Note: According to the Consulate of India website, the Embassy of India and its Consulates in the USA do not recognize any other agency to provide Visa services. Using a third party visa service will slow the process and also increase the cost significantly.

Before you begin, make sure your passport is current

- Passports are required to apply for the visa.
- Passports must be valid for at least six (6) months **after** your return from India date (this is a standard international travel guideline).
- If you need a new passport, or if your passport will expire in less than six months after your return date, apply now to allow ample time to receive your new or reissued passport.
- Your passport should have at least 2-3 visa/stamp blank pages (for stamping by the Immigration Officer) in addition to the endorsement page.

India Visa Application

Visa applications and information about the online application process for US citizens can be found at www.in.ckgs.us. Read the visa instructions carefully, fill out your application online and follow the detailed instructions for sending your passport, photos, and payment to Cox & Kings for processing. Allow approximately one hour to complete the online application. If you plan to return to India, we recommend that you apply for the 10-year visa rather than the E-Visa. The 10 year tourist visa saves time and money should you return to India in the future.

VISA APPLICATION TIPS:

- Review the “How to Apply” section before you begin, noting the specifications for the photo that must accompany the application. (<https://www.in.ckgs.us/visa/howtoapply>)
- Before you begin to enter information on the form, make sure that you are using the most updated internet browser, allow pop-ups and have a connection to a printer
- Check and gather the following:
 - Current passport and a copy of your passport
 - For E-Visa applicants, have a PDF of your passport (10 KB – 300 KB)
 - Copy of your driver’s license (or state/national ID that shows your current address)
 - Passport-sized photo (actual photo and a digital jpg between 10 KB – 1 MB in size)
 - Credit card to make the required online payment
- Enter the biometric information on the CKGS and Gov’t of India website as directed for Visa or e-Visa; ***where asked for Visa type, select “Tourist Visa”; when asked for Purpose of visit, select “Individual Tourist”***
- Have you ever changed your name: If the name on your passport is different from the name on your state/national ID, you must indicate that you have a name change and complete the information on the supplemental form as required.
- Use the following information when completing your visa application:
 - Port of entry: New Delhi (or other city in India per your travel itinerary)
 - Purpose of travel: “tourism”
 - Duration /length of visa: 120 months (for 10-year visa applications)
 - Number of entries: Multiple Entry (may select Single Entry if applying for E-Visa)

- Expected Date of Travel: Select a date close to the day you anticipate arriving in India
- Where asked for the **reference in India** use: Himalayan Institute, Village Kaunda, PO Udaipura, Khajuraho – 471606 M.P.; Phone: +91 8959513656; Vivek Pandey, Manager
- When asked for **references in your country**, list a friend or family member not traveling with you.
- The length of time it takes for visa processing can vary; allow a minimum of two to three weeks turnaround time. Apply for a **tourist visa** making sure the length of visa validity covers your length of stay in India.
- For 10 year visa applicants: you may affix the photo to the application where indicated, instead of uploading a digital file

Your valid passport must be submitted with your visa application for the 10-year visa. Submit the passport along with the other documentation as required. We recommend using a traceable method for delivery of your passport to/from Cox & Kings such as prepaid UPS or FedEx.

Non-U.S. passport holders: check with your local India consulate for specific details and other requirements for obtaining a Visa or E-visa.

Visa Application Notes:

*Visas are valid from date of issue. Visa validity dates are shown numerically in an international format of **day / month / year**.*

If you apply for an E-Visa, you will receive an Electronic Travel Authorization upon approval. Print this document and bring it with you to India - the Customs Officer will review and stamp the visa in your passport upon arrival in India.

Duration of Visa or number of entries allowed is purely the discretion of the Indian Embassy / Consulate.

Traveler's Tips:

- **Make two readable copies of the signature and bio pages of your passport** (the page with your photograph, name, passport date of issue, etc.), **and your Indian visa**. Carry these with you as you travel (keep them separate from your passport).
These copies will be extremely useful in the event of loss of your passport.
- **While traveling, your passport is best carried on your person in a passport/money carrier to be kept with you at all times (worn under your clothing is ideal.)**
Do not pack valuables or your passport in your checked luggage.
- **Photos:** It's a good idea to have a few extra passport photos with you while traveling. Some photo centers in chain pharmacies offer multiple copies of passport-size photos for under \$10. Check your area store(s) for details. One set of passport photos may be available to you as an AAA member benefit at no charge.