

Non-immigrant B Visa (for teaching in Thailand)

※**Required documents for applying a visa in the periods of Coronavirus COVID – 19 outbreak**※

Please make an appointment online [VABO] at <http://thaiconsulate-visa.jp/vabo/index.php/en/> before visa application.

The Royal Thai Consulate-General, Osaka may require additional documents and reserves the right to reject incomplete visa application as well as fraud and misrepresentation. Visa issuance is under the discretion of the Royal Thai Consulate-General, Osaka. The Royal Thai Consulate General, Osaka reserves the right not to explain the reason of rejection.

- **Submission:** working days from 9:30-11:30 hrs. Please refer to www.thaiconsulate.jp for the official holidays of the Royal Thai Consulate-General, Osaka.
- **Collection:** from 13:30-15:00 hrs. 2 working days from submission date in the absence of error in the application form and required documents. (Visa processing time for certain nationals listed in the guideline for visa application published in our website is 45-60 days.)

Number of Entries	Single
Validity ※from the date of issue	3 months
Duration of stay ※from the date of entry	90 days
Visa fee	9,000 yen
Required validity of passport ※from the date of entry	Not less than 6 months

The applicant without a valid work permit must have a permission to enter to the Kingdom from Ministry of Foreign Affairs of Thailand. Please contact your school/ university/ educational institute in Thailand to seek the permission through Ministry of Education of Thailand or Ministry of Higher Education, Science, Research and Innovation. After getting the permission, the applicant can apply for a visa.)

All documents required must be issued within one (1) month.

1. Passport: Not less than 6 months validity with at least 2 blank pages left
2. 1 copy of the bio-data page of the passport
3. Application form affixed with a color photo (size 3.5 x 4.5 cm.) taken within the last 6 months: completed and signed by the applicant
(http://www.thaiconsulate.jp/files/user/appli_pdf/application_for.pdf)

4. Personal history: completed and signed by the applicant
(<http://site.thaiembassy.jp/upload/pdf/about-visa-personalhistory.pdf>)

5. Original guarantee letter and a photocopy of guarantor's passport or driving license duly signed by the guarantor (http://www.thaiconsulate.jp/files/user/appli_pdf/guarantee_letter.pdf) or original letter of recommendation from the current employer/organization in Japan*

6. Original invitation letter from the school/ university/ educational institute in Thailand requesting for visa issuance with a photocopy of the signer's passport *

** The letters of recommendation and invitation must have the institution's/organization's letter head with seal signed by the authorized person(s). The letters must contain the applicant's name, assigned position / responsibilities / salary / date of entry / length of stay and type of visa.*

In case the letters are not signed by the authorized person(s), a letter of power of attorney authorizing other person(s) to act on his/her behalf must be submitted upon submitting visa application

7. Employment contract

8. Certificate of graduation

9. Teaching certificate

10. Original criminal record legalized by the Ministry of Foreign Affairs, Japan in a sealed envelope.

11. A copy of valid work permit

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12. Additional documents

12.1 for teaching at public educational institutions except for university: - a letter of approval of employment issued by the competent authority of Thailand.

12.2 for teaching at private educational institutions:

- a letter of approval of employment issued by the competent authority of Thailand (except for teaching at international schools and university)
- a copy of school registration with original seal of educational institute and signature by authorized person on each page (except for teaching at university)

13. Airline ticket or booking confirmation issued by airline with applicant's name, flight number as well as flight date and time

Additional documents for non-Japanese applicant:

1. 1 copy of residence card with three-month validity is required. For those who are currently applying for the renewal of the residence card, a copy of acceptance for the renewal issued by the Immigration Bureau of Japan must be submitted
2. Applicants holding passports of Afghanistan, Bangladesh, Egypt, North Korea, Libya, Palestine, Sudan, Yemen, Cameroon, Congo, Republic of Congo, Equatorial Guinea, Guinea, Algeria, China, India, Iraq, Lebanon, Nepal, Pakistan, Sri Lanka, Syria, Ghana, Central African Republic, Somalia, Sao Tome and Principe, Liberia, Sierra Leone, Saudi Arabia, please submit three (3) color photos and three (3) copies of application forms which are duly filled and signed.
3. Applicants holding passport of Nigeria and Iran, please submit four (4) color photos and four (4) copies of application forms which are duly filled and signed.

Remarks:

The applicant must enter Thailand on the date specified in the school/ university/ educational institute's letter(s).