

Non-immigrant B/IB Visa (for teaching in Thailand)

Please make an appointment online [VABO] at www.thaiconsulate-visa.jp/vabo/ 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
Term of validity ※from the date of issue	3 months
Duration of stay ※from the date of entry	90 days
Fee	9,000 yen
Necessary validity of Passport ※from the date of entry	Not less than 6 months

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

Document Required

1. Application form affixed with color photo (http://www.thaiconsulate.jp/files/user/visa_pdf/Application_Form.pdf)

- Japanese nationals and foreign nationals except those from the following countries and territories: 1 application form

3 Application forms and photos	*Afghanistan, Algeria, Bangladesh, Cameroon, Central African Republic, China, Egypt, Equatorial Guinea, Guinea, Ghana, Republic of the Congo, Democratic Republic of the Congo, India, Iraq, Democratic People's Republic of Korea, Lebanon, Libya, Liberia, Nepal, Pakistan, Palestine, Sao Tome and Principe, Somalia, Sierra Leon, Sri Lanka, Sudan, Syria, and Yemen
4 Application forms and photos	Iran, *Nigeria

**For Afghanistan national, please also submit the ID Certificate.*

**For Nigeria national, please also submit the Certificate of Clearance (National Drug Law Enforcement Agency of Nigeria-NDLEA).*

2. Color Photograph(s) affixed to the application form

- identical color photos taken within the last 6 months.
- size 3.5cm x 4.5cm

3. Passport Original and copy

At least 2 blank pages left

※Additional documents for **non-Japanese passport holder**

- (1) Copy of passport holder's signature page
- (2) Copy of Japan's residence card (front and back side)

4. Personal history (http://www.thaiconsulate.jp/files/user/visa_pdf/personal-history.pdf)

Completed and signed by the applicant

5. Applicant without affiliation in Japan

Original guarantee letter in English (http://www.thaiconsulate.jp/files/user/visa_pdf/Guarantee_Letter.pdf) **with the guarantor's identity documents**

- Guarantor must be over 20 years old and remains in Japan.
- Guarantor must be Japanese or non-Japanese who has the permanent residence in Japan.
- A photocopy of guarantor's passport or driving license (front and back side) duly signed by the guarantor.
- A photocopy of guarantor's passport and a residence card (front and back side) in case of non-Japanese guarantor.

or **original letter of recommendation** from the current employer/organization in Japan* requesting for visa issuance with a photocopy of the signer's passport*

6. **Original invitation letter** from the employing company 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. **Additional documents**

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

11.2 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)

12. **Airline ticket or flight booking confirmation**

Airline ticket or booking confirmation with the applicant's name and flight details (flight number/ date and time of arrival in and departure from Thailand) issued by airline or travel company

*One-way ticket is not acceptable for non-Japanese nationals