



## Korea Tourist Visa

List of Visa Requirements	Remarks
1. Valid passport valid six (6) months from the date of travel	Holder's signature required
2. Data Privacy Consent Form	Form will be provided.
3. Two (2) recent passport sized picture	White background 45mm x 35mm
4. Visa Application Form	Application Form will be provided.  The form should be computer-generated, signed by the applicant and printed on A4-sized paper.
5. Original & Photocopy of valid visa/s and arrival stamps to OECD member countries for the past 5 years	If applicable only
6. Photocopy of Passport Bio-page	Page 2
7. PSA Birth Certificate	Original Copy
8. PSA Marriage Certificate	Original Copy
9. If employed: Employment Certificate Original	Must include position, date hired, compensation, office address, HR landline number (cell-phone number is not allowed), HR e-mail address

List of Visa Requirements	Remarks
10. Photocopy of Income Tax Return	or Form 2316
11. If Self-employed: Business Registration	Business Registration from SEC or DTI (Copy), Business Permit or Mayor's Permit(Copy), Photocopy of ITR (Income Tax Return) or Form 2316
12. Original Bank Certificate	Must include account name, account number, account type, current balance, account opening date, 6 months average balance (ADB)
13. Invitation Letter	Written in Korean or English. Must include: Date Issued, Purpose of stay, Duration of stay (Inclusive Dates), Contact person with 2 Contact Numbers.
<b>FOR STUDENTS</b>	
<b>If parents already have a valid visa</b>	Attach photocopy of parents' valid visa. If not travelling together with parents, attach photocopy of passport or valid ID of parents.
School Certificate	Original copy or a copy of <b>School ID</b>

List of Visa Requirements	Remarks
<b>FOR STUDENTS</b>	
Parents' Documents	<ul style="list-style-type: none"> <li>● Marriage Certificate</li> <li>● <b>If employed:</b> Employment Certificate Original [must include position, date hired, compensation, office address, HR landline number(cell-phone number is not allowed), HR email address], Photocopy of ITR(Income Tax Return) or Form 2316 Copy</li> <li>● <b>If Self-employed:</b> Business Registration from SEC or DTI (Copy), Business Permit or Mayor's Permit(Copy), Photocopy of ITR (Income Tax Return) or Form 2316</li> <li>● Original Bank Certificate [must include account name, account number, account type, current balance, account opening date, 6 months average balance (ADB)]</li> </ul>

## Schedule of Fees and Timeline

**Processing time:** 16 working days

***Note: ALL INFORMATION ABOVE IS SUBJECT TO CHANGE WITHOUT PRIOR NOTICE.***