



## VISA GUIDELINES

### IMPORTANT NOTICE:

- i. Applicants of Visa are strongly advised to read carefully the **Visa Guidelines** before making an application;
- ii. Visa applicants are advised to make their applications through the Official Tanzania Immigration website ([www.immigration.go.tz](http://www.immigration.go.tz)) **ONLY and Not** through any other links;
- iii. Any applicant of Visa is assumed to have **read, understood and agreed** to the **Terms and Conditions** available on the Visa Portal and stipulated in the **Disclaimer**;
- iv. Applicants must ensure that their passports have a validity of at least *six months* and at least one unused visa page before submitting their application;
- v. Applicant is expected to apply for a right category of visa. If the applicant is not sure about the type of visa he/she requires, he/she is advised to seek guidance through the e-mail: [info@immigration.go.tz](mailto:info@immigration.go.tz)
- vi. Visitors who wish to come for **holiday or Tourism** are advised to apply for **Ordinary Visa**. However, **holders of American passports who come for holiday or tourism will have to apply for Multiple Entry Visa**;
- vii. Applicants who are Not Americans, and wish to apply for Multiple Visa are *strongly advised to read carefully and observe* the requirements for Multiple Visa,
- viii. Any Visa wrongly applied or which lacks sufficient attachment(s) may be rejected;
- ix. **No refund** will be made in respect of any rejected visa application;
- x. The Visa applications will be processed within **ten days**, therefore applicants are strongly advised to observe the stipulated time frame while making their applications;
- xi. After making payments, applicants are required to **wait for approval** of their Visa before they start their journey, even If the stipulated time frame expires;
- xii. Approval notifications will be sent to applicants' e-mails If for any reason, the applicant does not receive Visa notification within the specified time, he is advised to download the **Visa Grant Notice** through the following link: <https://eservices.immigration.go.tz/visa/checkapplicationstatus> ;
- xiii. The Tanzania Immigration Services Department may give or withhold reasons for rejection of Visa to the applicant;
- xiv. Applicants whose nationals fall under **Referral Visa category** are **not advised** to book flight tickets or make payments for any reservations in

- Tanzania before they get approval for their Visa. Also, such applicants are advised to apply at least two months before their date of travel;
- xv. The list of countries which fall under **Referred Visa** *may change* at any time; therefore, applicants are advised to review this list on our website from time to time.
  - xvi. Visa regulations and conditions may be subject to change at any time without prior notification to the applicants.

**Note:**

It should be noted that the possession of Visa is not a final authority to enter the United Republic of Tanzania. The Immigration Officer at the Entry point may refuse a holder of visa to enter, if he is satisfied that the holder is unable to fulfil Immigration entry requirements or if the presence of such person or visitors in the United Republic of Tanzania would be contrary to the National Interests.

***Also, Visitors MUST show their Return Ticket upon arrival***

## **TYPES OF VISA**

There are six types of visa valid for entry into Tanzania

### **ORDINARY VISA (SINGLE ENTRY VISA)**

This visa is granted to foreign national for the purposes of Visit, Tourism, Leisure, Holiday, attending Conference, Humanitarian and charity activities, Family Visit, Health Treatment or any other purpose as may be determined by the issuing authority. Its validity does not exceed 90 days for a single entry.

In this case, all visitors who wish to come to Tanzania for tourist purposes are required to apply for this Visa, except USA nationals who are required to apply for Multiple Visa.(due to bilateral agreement between the two countries).

### **BUSINESS VISA**

Business visa may be issued for a period not exceeding 90 days to foreign nationals who wish to enter in the United Republic of Tanzania for one of the following purposes:

- To conduct special assignments such as fixing/repairing machines or to run short term training, etc.
- To conduct short time professional roles such as auditing accounts, making feasibility studies, establishing professionals and business contacts, making arrangements for investments during the start-up period etc;
- To conduct any other short term lawful business-related task recognised by the laws of the country and as may be determined by the issuing authority.

## **IMPORTANT NOTE FOR BUSINESS VISA:**

- i. The maximum validity for business Visa is 90 days;
- ii. Business Visa is issued on a single entry basis. It cannot be used to re-enter the country after the holder leaves the country;
- iii. The Business Visa should not be taken as a substitute for Residence Permit. If for any reason, the activity or assignment for which the guest comes will exceed 3 months, then a guest is advised to obtain Residence Permit instead of Business Visa.

## **. MULTIPLE ENTRY VISA**

Multiple Visa may be issued to American nationals (due to bilateral agreements between Tanzania and America) who wish to come for such purposes like Holiday/Tourism, visiting friends and relatives or attending a conference, as they are not entitled for Ordinary Visa. This implies that, USA passport holders who visit Tanzania for tourism or holiday MUST apply for Multiple Visa even If they come for single entry.

For American nationals who wish to come for business purposes, they are advised to read the Business Visa Section above.

Multiple Visa may also be issued to Directors of Companies registered in Tanzania who do not reside in the country, Persons engaged in Bilateral Meetings, Spouses married to Tanzanians/Residents, Government Consultants, Representatives of International NGOs and any other person as may be determined by the Commissioner General of Immigration or Commissioner of Immigration Zanzibar.

However, Non Resident Directors MUST upload proof showing they are Directors of Company registered in Tanzania. The required proof in this regard is a document from BRELA (This is the Competent Authority responsible for registration of companies in Tanzania) and the document name is called BRELA SEARCH. Therefore, the applicant (in this regard Director) should consult his company and obtain this document to be uploaded in his Online Application for multiple Visa.

Applicants who apply for Multiple Visa under the umbrella of projects or bilateral meetings with the Government Ministries or Institutions, should obtain a covering letter from respective Government Ministries or Institutions, and upload such letters in their applications. Failure to observe this procedure may render their applications to be rejected.

Applicants for Multiple Visa under family visit category are required to upload proof of relationships with their family members. In this case, certificate of marriage (for proof of relationship with regards to spouses) or birth certificates (for proof of relationship with regard to children) is required.

## **Validity and Stay Duration of Multiple Visa**

Multiple Visa may be issued with a validity of maximum 12 months. However, the maximum stay duration is three months. This means, the holder of Multiple Visa

cannot stay in the country for twelve (12) consecutive months. Instead, in each visit a holder may stay in the country for a maximum period of three months.

**NB:**

- i. Applicants who are not American citizens and who wish to apply for Multiple Visa MUST ensure they possess and upload justifiable documents for respective category of Multiple visa as listed in the Visa Portal;
- ii. Applicants whose countries fall under referral Visa are not advised to apply for Multiple Visa;

**TRANSIT VISA**

This Visa may be issued to foreign nationals for the purpose of transiting through to another destination outside the United Republic for a period not exceeding seven days. The applicant of this visa may be required to provide proof of a Visa of the destination country and/or onward ticket.

**NB:**

***Transit Visa is strictly intended for those travellers whose purpose of entry is to pass through Tanzania, and cannot be used for tourism purposes.***

**GRATIS VISA**

This visa may be issued to a holder of diplomatic, services or official passport or Travel Document of recognized International Organization who is on official duty and their Dependents. It can be also issued to a holder of ordinary passport or Travel document as it may be directed by the Commissioner General of Immigration and Commissioner of Immigration Zanzibar.

**NB:**

Applicants of Gratis Visa who wish to submit their applications online must be holders of Diplomatic Passports, and are required to upload invitation letter from Ministry of Foreign Affairs and East African Cooperation, biographic data page and cover page or any page which shows that the passport attached is diplomatic

**STUDENT VISA**

Student visa is granted to foreign national who enters the Country for the purpose of Academic conducts such as Research Students, Intern, Volunteering, Exchange students and Prospective Students who have obtained admission in registered Institutions in Tanzania. The validity of this Visa is categorised in two, the first category is for applicants whose academic programs do not exceed 90 days, for which the visa fee is 50 USD. And the second category is for those whose academic programs exceed 90 days, for which the Visa fee is 250 USD.

Applicants whose countries do not require Visa to enter Tanzania, and who wish to come for academic purposes will have to apply for Student Pass.

**NB:**

The validity of Visa for applicants who come for language courses will not exceed six months.

## **Referral Cases**

There are some countries which their nationals cannot obtain Visa on arrival. These countries fall under the so called Referral Visa Category. The list of these countries is available on our website (in the Visa Information Section), and may be reviewed from time to time.

## **PROCEDURE FOR REFERRAL VISA CATEGORY**

Applicants from this category **MUST** submit their Visa applications Online, and should wait until their applications are approved before starting their journey. These applicants are further advised to submit their applications at least 1 month before their travel date. Having an invitation letter or a request letter for visa from the Host is an added credibility of their application. This letter, if available **MUST** be uploaded in the Online Visa Application and **NOT** to be sent by email as a separate document. The letter may be uploaded separately or merged with the Itinerary of the Trip and uploaded in the Return ticket field.

If the Visa is approved, the holder **MUST** come with the actual return ticket upon arrival. If the Host wishes to write a request letter to support his guest's application, the letter should be addressed to the Commissioner General of immigration, If the guest will visit mainland Tanzania, or addressed to Commissioner of Immigration, Zanzibar, if the guest will be visiting Zanzibar. If the guest wishes to visit both, then the address of the letter should regard the first destination.

### **NB:**

- i. Applicants whose nationals fall under this category are not advised to pay for flight tickets or make payments for any reservations in Tanzania before they get approval for their Visa.
- ii. Also, applicants under Referral Visa Category are Not advised to apply for Multiple Visa.

### **STATELESS AND REFUGEES:**

Stateless persons and Refugees who hold Vienna Convention documents also fall under Referral Visa category, and are required observe the Referral Visa Category procedure indicated above.

### **LIST OF COUNTRIES WHOSE NATIONALS REQUIRE REFERRAL VISA.**

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1. Afghanistan
2. Azerbaijan
3. Bangladesh
4. Chad
5. Djibouti
6. Eritrea
7. Equatorial Guinea
8. Iran
9. Iraq

10. Kazakhstan Republic
11. Kyrgyz Republic (Kyrgyzstan)
12. Lebanon
13. Mali
14. Mauritania
15. Niger
16. Nigeria
17. Pakistan
18. Palestine
19. Senegal
20. Somalia
21. Sri Lanka
22. Somali land
23. Syria
24. Sierra Leone
25. Tajikistan
26. Turkmenistan
27. Uzbekistan
28. Yemen and
29. Stateless persons or persons with refugee status.

**LIST OF COUNTRIES WHOSE NATIONALS DO NOT REQUIRE VISA TO  
ENTER THE UNITED REPUBLIC OF TANZANIA.**

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1. Antigua & Barbuda
2. Anguilla
3. Ashmore & Cartia Islands
4. Bahamas
5. Barbados
6. Bermuda
7. Belize
8. Brunei
9. British Virgin Islands
10. British Indian Ocean Territory
11. Botswana
12. Burundi
13. Cyprus
14. Cayman Islands
15. Channel Islands
16. Cocos Islands
17. Cook Islands
18. Christmas Islands
19. Dominica (Commonwealth of Dominica)
20. Falkland Islands
21. Gambia
22. Ghana
23. Gibraltar
24. Grenada

25. Guernsey
26. Guyana
27. Heard Island
28. Hong Kong
29. Isle of Man
30. Jamaica
31. Jersey
32. Kenya
33. Kiribati
34. Lesotho
35. Malawi
36. Montserrat
37. Malaysia
38. Madagascar
39. Malta
40. Mauritius
41. Macao
42. Mozambique
43. Nauru
44. Niue Island
45. Norfolk Island
46. Namibia
47. Papua new Guinea
48. Rwanda
49. Romania
50. Samoa
51. Seychelles
52. Singapore
53. Swaziland
54. Solomon Island
55. St. Kitts & Nevis
56. St. Lucia
57. St. Vicent
58. St. Helena
59. South Africa
60. South Sudan
61. Trinidad & Tobago
62. Turks & Caicos
63. Tokelau
64. Tonga
65. Tuvalu
66. Vanuatu
67. Uganda
68. Zambia
69. Zimbabwe

## **REQUIREMENTS FOR VISA**

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## **ORDINARY (SINGLE ENTRY) VISA**

An application of Ordinary Visa should be accompanied with the following;

- Copy of the applicant's valid passport (biographic data page);
- Return ticket of the flight;
- Dully filled in declaration form
- 50 USD visa fee.

## **MULTIPLE VISA (DIRECTOR)**

- i. A recent passport size photo of the applicant;
- ii. Copy of the applicant's valid passport (biographic data page);
- iii. Return Ticket of the flight;
- iv. A covering letter from the company;
- v. A copy of registration certificate/certificate of compliance of the company;
- vi. BRELA SEARCH Document ( Proof of being a Director from BRELA)
- vii. 100 USD Visa fee;

## **MULTIPLE VISA (CONSULTANCY WITH GOVERNMENT MINISTRIES/BILATERAL AGREEMENTS)**

- i. A recent passport size photo of the applicant;
- ii. Copy of the applicant's valid passport (biographic data page);
- iii. Return Ticket of the flight;
- iv. A covering letter from respective government Ministry or Institution; OR
- v. A covering letter from the Ministry of Foreign Affairs and East African Cooperation describing the bilateral agreement;
- vi. 100 USD Visa fee;

## **MULTIPLE VISA (FAMILY VISIT)**

- i. A recent passport size photo of the applicant;
- ii. Copy of the applicant's valid passport (biographic data page);
- iii. Return Ticket of the flight;
- iv. An invitation letter from the spouse or child to whom the visit is made;
- v. Attached marriage certificate (If applicant visits a spouse); or birth certificate If applicant visits his child/children;
- vi. Valid passport or national ID of the spouse or child If applicable or valid Residence Permit If the wife or child is resident
- vii. 100 USD Visa fee;

## **MULTIPLE VISA (USA NATIONALS VISITING FOR HOLIDAY/TOURISM)**

- i. A recent passport size photo of the applicant;
- ii. Copy of the applicant's valid passport (biographic data page);
- iii. Return Ticket of the flight;



- iv. 100 USD Visa fee;

### **MULTIPLE VISA (OTHER)**

Any Multiple visa applied online which will not fall in the categories indicated above, **MUST** be supported by the following attachments:

- i. A recent passport size photo of the applicant;
- ii. Copy of the applicant's valid passport (biographic data page);
- iii. A permission letter from the Commissioner General of Immigration or commissioner of Immigration, Zanzibar;
- iv. Return Ticket of the flight;
- v. 100 USD Visa fee;

### **BUSINESS VISA**

- Copy of the applicant's valid passport (biographic data page);
- Return ticket of the flight;
- 250 USD visa fee.
- A work contract or any proof of the work/assignment to be performed within a period not exceeding three months; or

### **TRANSIT VISA**

- Copy of the applicant's valid passport (biographic data page);
- 30 USD visa fee.
- An entry visa and/or onward ticket to the intended country of destination;

### **STUDENT VISA**

- Copy of the applicant's valid passport (biographic data page);
- 50 USD, 250 USD or 550 USD Visa fee depending on the category and duration.
- Covering letter from the host institution/college where the foreign student will be hosted, the letter must detail the course/field and duration of the programme to be attended
- An open return ticket

### **Visa Application for Referral Cases**

Applicants who fall under *Referral Visa* category **MUST** apply their Visa Online; they cannot obtain Visa on arrival. Their Visa process may take longer time than other Visa applicants. They are advised to submit their applications at least two months in advance before their travel date.

Further, they are advised to attach an introduction letter and any other document of their host (whether an individual or company) while applying If applicable. If they come for tourism purpose, it is recommended to obtain a covering letter from a registered credible company and it must be uploaded online along with other relevant documents for consideration. The introduction/covering letter may be attached in any attachment field along with other documents as a single PDF file,

After submission of application, applicants are advised **not** to start their journey until they get confirmation that their Visa are approved. They are further advised **not** to make payments for any booking or reservations made.

### **VISA FEES**

SN.	TYPE OF VISA	VISA FEE
1.	ORDINARY VISA	50 USD
2.	MULTIPLE ENTRY VISA	100 USD
3.	BUSINESS VISA	250 USD
4.	TRANSIT VISA	30 USD
5.	STUDENT VISA	50 USD
		250 USD
		300 USD
		550 USD
6.	GRATIS VISA (DIPLOMATIC)	GRATIS

### **IMPORTANT NOTE:**

Students who wish to visit the United Republic of Tanzania for various academic purposes for a period not exceeding three months may be issued a student Visa for a fee of 50 USD. Whereas those who come for the same purpose for a period exceeding 3 months will pay 250 USD, 300 USD and 550 USD depending on the category chosen and will be issued with a Student Visa for a period not exceeding 2 years.

**NB:**

Applicants for Students Visa exceeding 3 months should be of the age from 18 years and above. If the applicant is below 18 years, then his parent or guardian must either be a Tanzanian citizen or hold a Residence Permit.

### **VISA PAYMENT METHODS**

An Applicant can make payment of visa fee online through one of the following methods:

- By Visa card or By Master card;
- By Swift transfer (i.e. depositing money directly into bank account at the bank counter).

After making fee payment, an Applicant will receive a notification that his payment has been received. He/she will wait for Approval of Visa before starting the journey.

### **HOW TO APPLY FOR A VISA ONLINE:**

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- Visit the Immigration Services Website ([www.immigration.go.tz](http://www.immigration.go.tz))
- Click “e-services” button;
- Select and click “e-Visa Application Form”;
- Upload and attach the applicant’s scanned relevant documents for the Visa;
- Then, the applicant will receive an e-mail message containing User Identification Number (that may be used to track the application online);
- After completion of filling an online visa application form, the applicant will have to pay for a for respective visa fee;
- Upon successful payment, the applicant will submit his application;
- Lastly, the applicant will receive a message of confirmation of his application being received.

### **HOW TO TRACK VISA APPLICATION STATUS**

After successfully submitting the application, an applicant may track the progress of his application by using his ID Number, which is given during the application stage. To track the application, applicant will go back to the Visa Application System, then click the Visa Status button.

### **NOTIFICATIONS**

Applicants may be notified progress of their applications through respective emails they filled while filling their applications online. However, it is recommended that applicant track progress of their applications periodically as described above.

### **ENQUIRY WHILE MAKING VISA APPLICATION**

An applicant may at any time enquire to seek clarification or guidance regarding Visa process through the following e-mail: [info@immigration.go.tz](mailto:info@immigration.go.tz)

### **SUMMARY/IMPORTANT NOTES:**

- i. All visitors wishing to come for tourist purposes are required to apply for ordinary visa EXCEPT American nationals (USA Passport holders) who are required to apply for Multiple Visa;
- ii. If an applicant wishes to visit both Tanzania Mainland and Zanzibar, he/she is advised to select his first destination while filling the form
- iii. The nearby Embassy is regarded as the Embassy closest to where the applicant is while applying for Visa, and If required, the applicant may be called to appear physically to that Embassy for interview;
- iv. Every Passport holder is required to have his/her own Visa application submitted.in this case, even minors who are filled in their parents’ Visa applications must have their own separate Visa applications submitted;
- v. Once Visa application is submitted, no further changes may be done and effected to such applications. If for any reasons there will be some mismatch in information on the issued visa or flight changes which affects the arrival or departure date, the

- applicant will communicate this to the relevant immigration authority for guidance or assistance;
- vi. Business Visa is not a substitute for Residence Permit. As such, it cannot be extended nor renewed while the holder is still in the country;
  - vii. Applicants of Multiple Visa who are not USA national are strongly advised to read carefully and observe requirements for each category of Multiple Visa as stipulated in the [Visa Guidelines](#). Any application lacking required attachment(s) will be disqualified.
  - viii. Multiple Visa is not supposed to be used as a Residence Permit. The holder can stay at a maximum for 3 months in each visit. This **does not mean that**, a holder should be staying for 3 months, leave for a while and come back for another 3 months.
  - ix. Transit Visa is strictly for applicants who wish to pass through the United Republic of Tanzania to other countries and MUST be supported by onward ticket and Visa (If applicable) to such other country. Visiting Tanzania for tourism for few days does not warrant applicant to apply for Transit Visa.
  - x. All applicants (travellers) MUST show their return ticket upon arrival.
  - xi. Applicants whose countries fall under Referral Visa are advised to observe the Visa Procedure for [Referral visa Category](#);

## **CONTACTS:**

The Commissioner General of Immigration Services,

Po.Box 1181,

4Mwangosi Road,

Dodoma.

Tel: +255 2850575, 2850576, 2850569

E-mail: [info@immigration.go.tz](mailto:info@immigration.go.tz) or [visatanzania@immigration.go.tz](mailto:visatanzania@immigration.go.tz)

Website: [www.immigration.go.tz](http://www.immigration.go.tz)

## **ZANZIBAR**

Commissioner of Immigration Services (Zanzibar),

Po.Box 1354,

Zanzibar.

e-mail: [proznz@immigration.go.tz](mailto:proznz@immigration.go.tz)