

STUDENT

SCHENGEN VISA REQUIREMENTS

- Application form.** Available online through web link: visa.eongroup.com.ph. Kindly contact your services officer should login code is required.
- Original passport.** 6 months valid prior to travel date. Passports shall be on hold by the Embassy for processing until the releasing date. Please manage your travel schedules.
- Submit All Old Passport.** Must fill-out the back page with details for contact emergency person.
- Photocopy of previously issued visas for the past 5 years:** Found in your passport only if applicable. USA, Schengen, Australia, Japan, Canada, etc
- 2 Passport size picture.** With Collar. White background. NO white-colored shirt/blouse. NO accessories. Neutral face expression. Two ears must be clearly visible. Hair must be tied at the back. DO NOT STAPLE!
- Original School Certificate.** Indicate the name of school, address, telephone number
- Photocopy of School ID.**
- Latest Original copy of PSA Birth Certificate.** Issued within 6 months prior to application.

ADDITIONAL DOCUMENTS OF PARENTS / RELATIVES*

- Photocopy of Passport Bio page or Any Government-issued ID.** Valid
- Latest Original PSA Birth certificate.** Issued within present year prior to application.
- Latest Original PSA Marriage Certificate (if applicable).** Issued within present year prior to application.
- Original Bank Certificate. Latest issued.** Valid for 1 month from the date issued prior to submission of application. Must include **account type, current balance,** and **account opening date** stated on the certificate. Available Funds must reflect at least Php 300,000.00.
- Original Bank Statement or Passbook Certified True Copy.** The Bank Statement must reflect the recent banking transaction history for the past **6 months**. If the passbook is, the certified true copy of the pages with transaction history for the last **6 months**; must be paired with the Bank Certificate provided.
- Photocopy of Properties.** Land title/s, Car Registration, etc. *(if applicable)*.
- Photocopy of Credit card statements and limits (if applicable).**

*If Employed

- Original Certificate of Employment.** Certificate must reflect the **applicant's position, date hired, compensation, office address, office landline number** [cellphone is not allowed], **email address**; must be issued at least 3 months prior to application.
- Photocopy of Latest ITR (Income Tax Return) Form 2316.** *(cannot comply submit Explanation Letter)*.

*If owning a Business

- Photocopy of Business Registration from SEC or DTI.** Valid.
- Photocopy of Business Permit or Mayor's Permit.** Issued in present year.
- Photocopy of Latest ITR (Income Tax Return) BIR Forms 1701/1702.** *(cannot comply submit Explanation Letter)*.
- Photocopy of BIR Plate.** *If applicable*
- Photocopy of ITR Financial Statement.
- Photocopy of Business Certificate of Registration.**

IMPORTANT REMINDERS:

- Please prepare the amount of **Php 6,000.00 – Php 8,000.00** for the **Visa Fee & Other Services Fee.** (Payment shall be made in the Embassy during Application Submission with Personal Appearance for Biometric).
- Documents for photocopy must be printed in A4 sized Bond Paper.
- For proper handling, place all documents in a long folder with name written on cover enclosed in a plastic envelope.
- For clarifications & concerns please contact: **09171296825 / 09999936329**
- **Email Address: visa.travel@eongroup.com.ph**

Address your Bank Certificate to:	All documents must be submitted to:
Varies as per country of application, thus contact your services officer for guidance.	Eon Travel Visa Center 2 nd Floor Rm 204 Adelina Building Corner Gen. Luna – Jalandoni Sts. Iloilo City, Iloilo 5000

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