



Visa/Entry Permit Guideline for International Students, 2026

Department of Immigration
Ministry of Home Affairs
Royal Government of Bhutan

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Title

1. This Guideline shall be called the “Visa/Entry Permit Guidelines for International Students, 2026” (hereinafter referred to as the Guideline).

Objective

2. The objective of this Guideline is to supplement the Immigration Rules and Regulations in standardizing and streamlining the process for issuance of Visa/Entry Permit to international students pursuing short/long term study or on a student exchange program.

Effective Date

3. This Guideline shall be effective from 01 May 2026.

Definitions

- (i) **Adverse Record:** Have committed an immigration offence.
- (ii) **Department:** The Department of Immigration.
- (iii) **Collaborating Institute:** A bona fide academic Institute/school outside the Kingdom collaborating on a student exchange program with a bona fide academic Institute/school in the Kingdom on the basis of a Memorandum of Understanding approved by the competent government agency.
- (iv) **Institute:** An academic Institute/School/Early Childhood Care and Development in the Kingdom recognized by the Royal Government of Bhutan.
- (v) **Student Exchange Program:** An educational program in which a full-time foreign student from a collaborating institute/school pursues exchange program in an Institute/school in the Kingdom.
- (vi) **Short/Long-Term Program:** A study program which provides credit earning program by the institute/school in the Kingdom recognized by the Royal Government of Bhutan.

Legal Authority

4. This Guidelines is formulated in line with the Immigration Act of the Kingdom, and the Immigration Rules and Regulations.

Eligibility Criteria for the Institute

5. An Institute intending to enroll foreign students or undertake a student exchange program:
 - (a) must be recognized by the Royal Government of Bhutan; and
 - (b) have no adverse record with the Department.

Eligibility Criteria for the Student

6. A. A student intending to participate in exchange program in the Kingdom:
 - (a) must be a full-time student studying in a collaborating institute; and
 - (b) have no adverse record with the Department.

- B. A foreigner intending to pursue short/long-term study in the Kingdom:
 - (a) must undertake a credit giving study program in an academic institution recognized by the RGoB; and
 - (b) have no adverse record with the Department.

Applying for Visa/Entry Permit

7. A. The Institute shall make an application for Visa/Entry Permit for the student exchange program to the Department with the following documents:
 - (a) Application from the Institute;
 - (b) Recommendation from the head of the relevant agency;
 - (c) Copy of the Memorandum of Understanding signed between the Institute and the Collaborating Institute;
 - (d) Visa/Entry Permit application form signed by the student as applicable;
 - (e) Proof of Means of Subsistence as prescribed under Annexure I of this Guidelines;

- (f) Copy of passport or voter identity card of the student as may be applicable. The passport shall be valid for at least six months from the intended date of departure from the Kingdom;
- (g) Letter from the Collaborating Institute affirming that the student is a full-time student/ a copy of the student card; and
- (h) Copy of the study program.

B. The Institute shall make an application for Visa/Entry Permit for the short/long term study to the Department with the following documents:

- (a) Application from the Institute;
- (b) Proof of enrollment;
- (c) Visa/Entry Permit application form signed by the student as applicable;
- (d) Proof of Means of Subsistence as prescribed under Annexure I of this Guidelines;
- (e) Statement of Purpose written and signed by the student as prescribed under Annexure II of this Guidelines; and
- (f) Copy of passport or voter identity card of the student as may be applicable. The passport shall be valid for at least six months from the intended date of departure from the Kingdom.

8. The recommendation from the head of the relevant agency/ the request letter from the institute shall clearly mention the following details:

- (a) Name of the student;
- (b) Passport/voter identity card number of the student; and
- (c) Duration of the program.

9. The Department may ask for additional documents during assessment, if required.

Submission of student Visa/Entry Permit application

10. The student Visa/Permit application shall be submitted to the Visa/Immigration Service Division of the Department of Immigration at least fifteen working days before the intended date of arrival of the student.

Approving Authority

11. The competent authority for approving Visa/Entry Permit for a student shall be the Head of the Division.

Turn Around Time

12. The Institute shall submit the Visa/Entry Permit application for a student to the Department at least fifteen working days before the intended date of arrival of the student.
13. Outcome of the application will be conveyed within seven working days from the receipt of complete application.

Re-entry to undertake short/long-term study

14. A student who has entered the Kingdom on a student exchange program shall be required to exit the Kingdom for at least fifteen days if he or she wants to pursue short/long-term study in any academic institution in the Kingdom.

Responsibility of the Institute

15. The Institute shall complete student card formalities for study duration exceeding thirty days within seven days of arrival of the student.
16. The Institute shall be held fully responsible and accountable for any issues concerning the student during the stay of the student in the Kingdom.

Responsibility of the Student

17. The student shall abide by the Immigration Act, the Immigration Rules and Regulations and all other relevant laws during his or her stay in the Kingdom.

Right of Rejection

18. The Department reserves the right to reject any Visa/Entry Permit application for a student without assigning any reason(s).

Annexure I

Means of Subsistence Form

I. Details of the student:		
1. Name:		
2. Source of income:	3. Annual income in USD (<i>please tick</i>):	
	Less than 10,000 <input type="checkbox"/>	10,000-50,000 <input type="checkbox"/>
	50,000-100,000 <input type="checkbox"/>	More than 100,000 <input type="checkbox"/>
II. Details of Father:		
1. Name:		
2. Date of birth: (dd/mm/yyyy)	3. Place and country of birth:	4. Nationality:
5. Source of income:		
6. Annual income in USD: Less than 10,000 <input type="checkbox"/> 10,000-50,000 <input type="checkbox"/> 50,000-100,000 <input type="checkbox"/> More than 100,000 <input type="checkbox"/>	7. Permanent address:	8. Contact details:
II. Details of Mother:		
1. Name:		
2. Date of birth: (dd/mm/yyyy)	3. Place and country of birth:	4. Nationality:
5. Source of income:		
6. Annual income in USD: Less than 10,000 <input type="checkbox"/> 10,000-50,000 <input type="checkbox"/> 50,000-100,000 <input type="checkbox"/> More than 100,000 <input type="checkbox"/>	7. Permanent address:	8. Contact details:

Note:

- a) Attach copy of photo identification (e.g. passport/driving license) of parents.
- b) Attach proof of income.

Annexure II

Statement of Purpose

The Statement of Purpose should include the following:

- 1) Your background in your home country. (At least 300 words)
- 2) The course of study and why you intend to study this particular course? (At least 200 words)
- 3) The reasons you have chosen to study in Bhutan. (At least 300 words)
- 4) The reasons you have chosen the particular university/college/institute in Bhutan. (At least 300 words)
- 5) How would this benefit to you in terms of career opportunities / pathway? (At least 200 words)
- 6) Any other information supporting your student visa application for study in Bhutan.

Note:

The Statement of Purpose must be written by the individual student and not by an agent or a family member or any other person. If the Statement of Purpose is written by anyone other than the student or has been plagiarized, the student Visa/Entry Permit shall be rejected.