



## **REQUIREMENTS FOR EXCHANGE VISA**

*(This permit issued to applicants under the age of 25 years and valid for one year)*

**Exchange visa may be issued to foreigners who are not older than 25 years of age and wish to participate in cultural, economic, or social exchange programs administered by an organ of the State or a public higher educational institution in conjunction with an organ of a foreign state.**

**REQUIREMENTS:** (all forms to be completed in black ink)

- MACHINE READABLE VALID PASSPORT WITH MINIMUM TWO UNUSED VISA LABEL PAGES. PASSPORT MUST BE VALID FOR MINIMUM 30 DAYS AFTER THE INTENDED DATE OF DEPARTURE FROM SOUTH AFRICA.
- **NON-REFUNDABLE** APPLICATION FEE (IF APPLICABLE) IN THE FORM OF MONEY ORDER / CASHIERS CHECK: **\$36.00**
- **COMPLETED DHA-1738** SIGNED BY APPLICANT.
- TWO PASSPORT PHOTOS.
- CERTIFIED/NOTARIZED COPY BIO PAGE OF PASSPORT.
- CERTIFIED COPY OF VALID PROOF OF RESIDENCE IN US (Green Card/H1 B/ J1/ L1 etc) (Proof of residence must be valid for duration of stay in South Africa) **(B1/B2 US VISA HOLDERS NOT ELIGIBLE TO APPLY – MUST APPLY IN COUNTRY OF ORIGIN).**
- PROOF OF TENTATIVE TRAVEL ITINERARY OF ROUND-TRIP AIR TICKETS. **DO NOT PURCHASE AIR TICKETS PRIOR TO OBTAINING SOUTH AFRICAN VISA.**
- PROOF OF FINANCIAL MEANS IN THE FORM OF THREE (3) MONTHS OF THE MOST RECENT BANK STATEMENTS, **STAMPED** BY THE BANKING

INSTITUTION (NO NOTARY STAMPS) OR WRITTEN CONFIRMATION FROM BANKING INSTITUTION-ONLINE BANKS.

- PROOF OF TENTATIVE ACCOMMODATION.
- IF HOSTED BY SOUTH AFRICAN CITIZEN OR PERMENANT RESIDENT: LETTER OF INVITATION, COPY OF CERTIFIED RSA ID DOCUMENT, PROOF OF RESIDENCE OF HOST (UTILITY BILL).
- IF HOSTED BY NON-SOUTH AFRICAN: LETTER OF INVITATION, COPY OF CERTIFIED VALID BIO PAGE OF PASSPORT AND VISA, PROOF OF RESIDENCE OF HOST (UTILITY BILL).
- YELLOW FEVER CERTIFICATE IS REQUIRED FOR APPLICANTS TRAVELING THROUGH YELLOW FEVER BELT AREAS EN ROUTE TO SOUTH AFRICA.
- **MEDICAL REPORT** ON PRESCRIBED FORM – **DHA-811** (PHYSICAL). THE CERTIFICATE MUST NOT BE OLDER THAN SIX (6) MONTHS AT THE TIME THE APPLICANT SUBMITS AN APPLICATION.
- **ORIGINAL FBI CERTIFICATE** (FULL CRIMINAL BACKGROUND CHECK REPORT) AND **ORIGINAL** POLICE CLEARANCE CERTIFICATE FROM EACH COUNTRY WHERE THE RELEVANT APPLICANT RESIDED FOR 12 MONTHS OR LONGER AFTER ATTAINING THE AGE OF 18 YEARS (FOR THE LAST 5 YEARS) IN RESPECT OF CRIMINAL RECORDS OR THE CHARACTER OF THAT APPLICANT, WHICH CERTIFICATE SHALL NOT BE OLDER THAN SIX MONTHS AT THE TIME OF ITS SUBMISSION.
- **STAMPED** STATEMENT FROM THE PROSPECTIVE EMPLOYER CERTIFYING THAT:
  - THE POSITION EXISTS.
  - THE ORGAN OF STATE OR FOREIGN EDUCATION AND TRAINING CONFIRMING THE EXISTENCE OF THE EXCHANGE PROGRAMME.
  - THE REMUNERATION OF THE FOREIGNER COMPLIES WITH LABOR REQUIREMENTS.
  - THE EMPLOYER WILL PROVIDE FOR THE WELFARE AND NEEDS OF THE FOREIGNER WHILST IN HIS EMPLOY.
  - WILL INFORM HOME AFFAIRS IF THE FOREIGNER DOES NOT COMPLY WITH THE TERMS AND CONDITIONS OF HIS/HER PERMIT OR LEAVES RSA.
  - THE APPLICANT WILL LEAVE WHEN HIS/HER PERMIT EXPIRES.
- A **STAMPED** LETTER FROM THE DEPARTMENT OF EDUCATION OR A PUBLIC HIGHER EDUCATIONAL INSTITUTION IN SOUTH AFRICA, CONFIRMING THAT IT IS RESPONSIBLE FOR ORGANIZING/ADMINISTERING THE PROGRAMME, OUTLINING THE ACTIVITIES AND DURATION THEREOF, AS WELL AS CONFIRMING THAT IT WILL TAKE FULL RESPONSIBILITY FOR THE STUDENT WHILST HE/SHE IS IN THE COUNTRY.
- A **STAMPED LETTER** FROM AN ORGAN OF THE FOREIGN STATE, CONFIRMING THE PARTICULARS OF THE STUDENT, INCLUDING CONFIRMATION OF THE STUDENT'S REGISTRATION WITH A TERTIARY

EDUCATIONAL INSTITUTION ABROAD, AS WELL AS THE DATE ON WHICH STUDY WILL COMMENCE.

- A REPORT FROM A SOUTH AFRICAN ORGAN OF STATE OR LEARNING INSTITUTION PRESCRIBED IN REGULATION 19(3).
- **PROCESSING TIME** FOR LONG VISAS EXCEEDING 90 DAYS MAY TAKE UP TO 3 TO 4 WEEKS.
- **WHERE TO SUBMIT YOUR APPLICATION**  
*For residents of Alabama, Arkansas, District of Columbia, Florida, Georgia, Illinois, Indiana, Iowa, Kansas, Louisiana, Maryland, Michigan, Minnesota, Mississippi, Missouri, Nebraska, North Dakota and South Dakota, Ohio, Oklahoma, Texas, Virginia, Puerto Rico, Virgin Islands and Wisconsin:*
  - **The South African Embassy in Washington, DC**  
**3051 Massachusetts Avenue NW**  
**Washington, DC 20008**