

KOREA VISA REQUIREMENTS:

GENERAL REQUIREMENTS FOR KOREA VISA: (PHILIPPINE PASSPORT)



1. Duly filled up Korea Visa Application Form [별지 제17호서식] (5 pages).

It must be **Typewritten or Computerized**. Print on A4 size paper. The font to be used should be Arial with the size of 12 for the visa application form.

2. One piece passport size picture colored with white background. (Please attach on the application form directly)
3. Passport original (at least 6 months valid) Old (w/stamps) & New.
4. Photo Copy / Xerox Copy of passport Bio-page.
5. Original and photocopy of valid visas & stamps to any country (used within the last 5 years) If applicable only such as:

-U.S	-New Zealand	-Chile	-Israel	- Japan	-Australia
-Ireland	-Turkey	-Canada	-Korea	-Mexico	-United Kingdom

- ▶ **From March 1, 2019, all visa applications without the old passports with travels within 5 years will not be accepted, or will be returned in case accepted.**
- ▶ **This applies to all travel abroad including visa-free countries like Hong Kong, Macau, Thailand, Vietnam, Taiwan and etc.**

If lost old passport - lost passport and cannot submit a photocopy of arrival stamps, you may write a letter of explanation addressed to the Consul stating the reason why he/she cannot submit the old passport.

6. Copy of NSO Marriage Contract (If traveling with spouse).
7. Copy of PRC ID for professionals. (Doctors, Engineers, Accountants etc.)
8. Copy of IBP ID for (Lawyers).

FOR EMPLOYEES:

- **Personal Bank Certificate (Original)** - Must include applicant's account type, current balance, account opening date, 6 months average balance) "ADB"
- **Certificate of Employment (COE) Original** - w/ approved leave of absence.
 - Must include applicant's designation / position, date hired, compensation, address, office land line number (cell phone no. is not allowed), email address.
- **Bank Statement** - Original or certified true copy of bank statements / passbook for the last 3 months).
- **Photocopy of company I.D**
- **Photocopy of I.T.R "Income Tax Return"** (w/ personal TIN Number)

FOR BUSINESSMEN:

1. Photocopy of Business Registration from SEC or DTI
2. Photocopy of Business Permit OR Mayor's Permit
3. Photocopy of I.T.R "Income Tax Return" of Form 2316 copy.
4. **Original Personal Bank Certificate** - Must include applicant's account type, current balance, account opening date, 6 months average balance) "ADB".
5. **Original Bank Statement** - or certified true copy of bank statements / passbook for the last 3 months).

FOR MINORS / STUDENTS :

1. Original School Certificate (May get at the School Registrar)
 2. Photocopy of School I.D
 3. Photocopy of PSA/NSO Birth Certificate or proof of relationship
 4. Photocopy of Marriage contract of parents.
 5. Photocopy of Parent's or Sponsor's Financial Documents as an Employee, Businessman or OFW/Seafarer
 6. Notarized affidavit of support
- **Students may be financially supported by relatives: siblings, grandparents and aunt/uncle.**

FOR OFW or SEAFARERS:

1. Photocopy of Employment Contract or Seaman's book
2. Original Bank Certificate (Bank in the Philippines) - indicating the account type, balance, account opening date, Average Daily Balance (ADB).
3. Original or certified true copy of Bank Statement for the last 3 months.

FOR HOUSEWIVES:

1. Photocopy of Marriage Contract; if not available submit and affidavit of support.
2. Financial Documents of spouse
3. Notarized affidavit of support; if not applying with spouse.

FOR SENIOR CITIZENS:

1. Photocopy of Senior Citizen's I.D.
2. Original Bank Certificate (Bank in the Philippines) - indicating the account type, balance, account opening date, Average Daily Balance (ADB).
3. Original or certified true copy of Bank Statement for the last 3 months

PROC PASSPORT

1. Photocopy of I – Card or ACR + ICR.

WITH PROFESSIONAL CAREER

- such as DOCTOR, LAWYER, ENGINEER, PUBLIC SERVANT, BROKER, DENTIST, ETC.
- Photocopy of PRC Card or IBP Card if applicable

IF INVITED:

If personally invited by Korean Resident

- Invitation Letter, Photocopy of invitor's Passport or Identification Card (authentication not required), Financial documents

If invited by Company in Korea

- Invitation Letter, Photocopy of Korean Company Business Permit (authentication not required), Financial documents

FOR BDO OR RCBC AND OTHER ELITE CARDHOLDERS:

Multiple-Entry visa up to 5 years and waived ITR & Bank Certificate eligibility.

To qualify for the exemption, attach a photo copy of Credit Card and Original statement of account for the last 3 months to your application.

BDO Credit Cards (Promo Extended until 31 DEC 2022)

- BDO Gold Credit Cards (Visa, MasterCard, UnionPay, JCB, American Express)
- BDO Platinum Visa
- Titanium, Platinum MasterCard
- World Elite MasterCard
- American Express Platinum Card
- American Express Cathay Pacific Card (Standard and Elite)
- American Express International Dollar Charge Cards
- Diamond Union Pay
- Diners Club Premiere
- JCB Platinum

NEW

RCBC Credit Cards (Promo period is from JAN 1 to 31 DEC 2020)

- World Mastercard (including co-brands Balesin and The City Club)
- Black Platinum Mastercard
- Diamond Platinum Mastercard
- Visa Infinite
- Visa Platinum
- JCB Platinum
- UnionPay Diamond

BDO: Latest 3 months original hard copy credit card account Monthly Billing Statement(MBS) and photocopy of the credit card should be submitted. For cardholders enrolled in electronic Monthly Billing Statement(eMBS), they must present a printed copy of eMBS.

RCBC: Latest 3-month original hard copy of the credit card account Statement of Account(SOA). For electronic statement of account (eSOA), provide a printed copy of eSOA.

**Kindly check other details below so you have a reference.*

KOREA VISA PROCESSING FEE:

PHILIPPINE PASSPORT	PHP 700.00
PROC PASSPORT AND OTHER FOREIGN PASSPORT	PHP 2,700.00 (subject to change)

VISA PROCESSING TIME:

Last August 22,2019, Korea Embassy released an advisory regarding the processing time/releasing of Korea Visa will be more than 10 working days. Please note though that actual processing days may vary depending on the volume of visa applicants and update of the Embassy. Please call our office directly to know latest estimate processing days/release date of the visa.

EXPEDITE VISA APPLICATION W/ INVITATION LETTER:

1. The applicant who is invited by Korean government and public agency
2. The applicant who is invited by Korean company, school, church and NGO group
3. The family members of Korean(parents, spouse, children, family of spouse, etc.)
4. The applicant who needs urgent medical treatment, with accidents and with humanitarian reason.

***REMINDER :** Only the above applicants can apply for the express visa fee with additional PHP1,000 and its will take 6 - 7 working days to get the result.

***Single-entry** visa is valid only 3 months from the date of issue. We encourage you to apply within 3 months before your trip.

REMINDERS BEFORE SUBMITTING YOUR APPLICATION

- Attach a letter of explanation for documents that cannot be submitted
- Apply for visa prior to purchasing your airline tickets and travel services since visa is subject for approval of the consul in charge.
- Family should apply at the same time and provide proof of relationship.
- Applying through any designated travel agent does not guarantee the issuance of visa.
- Inform your HR Officer/Contractor/Bank that someone will call or email from the Korean Embassy to validate the documents you provided.

IMPORTANT REMINDERS:

- Please submit complete documents to avoid delays in processing.
- Please do not leave any blank in the application form. Kindly put "N.A." if it's not applicable.
- Make sure that the back page of the passport is completely filled-up (address, tel numbers and name of person to be contacted in case of emergency).

Requirements are subject to change without prior notice.



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