3. WORK VISA APPLICATION PROCESS

Application Method:
1. Assemble the required documents listed below.
2. Start an online application on www.visa.gov.tr and upload the documents when prompted.
3. Print out the application form. *(Requirement #2)*
4. After submitting the application successfully, schedule an appointment for the interview.

Applicants are required to bring hard copies of the documents on the day of the interview as well.

**Required documents:**
1. National passport or official travel document
   a) with an expiration date at least 60 days beyond the last day of your intended stay.
   b) with a blank page to affix the visa.
2. The application form
3. One recent passport photo - size (2” x 2”)
4. Certificate of Good Conduct obtained from your local police department.
5. Proof of travel health/accident insurance, valid through duration of stay, including:
   a) minimum coverage of 30,000 Euros or equivalent USD ($32,000)
   b) transfer of the patient to nearest healthcare facility or residency address after discharge and
      transfer of body in case of death,
      ☐ Your contract may suffice if it refers to your health insurance coverage.
6. Non-refundable visa fee
   ☐ Visa fees can only be paid in cash or as money order payable to Turkish Consulate General in Boston. Debit, credit and personal checks are not accepted.

**Single entry work visa fee: 209, 97 USD**
**Multiple entry work visa fee: 249, 97 USD**
☐ You may inquire about the visa fees for non-US citizens via e-mail.

7. The contract signed by both parties.
8. The acceptance letter from the company for which you wish to work.
9. Original and a hard copy of your valid residence permit. *(NON-US applicants only)*
   ☐ US tourist visa (B1/B2) holders can only apply for a work visa at their country of residence.
   ☐ If you hold a different type of US visa, you may e-mail us to check your eligibility.

**After the interview:**
1- You will receive an e-mail from the Turkish Consulate within the next business day including a
   reference number.
2- You are required to forward that e-mail to your employer as soon as possible as they are
   required to submit another application to the Ministry of Labor with that reference number.
3- Processing of these applications takes approximately 4 weeks.
4- You will receive another e-mail from the Turkish Consulate once the processing is complete.
5- In case of approval, you will either bring your passport to the Consulate or you will mail it.
   ☐ If you would like your visa-issued passport to be returned by mail, a pre-paid envelope must be
      added. *(Turkish Consulate General in Boston is not responsible for a Boston delivery issues)*

**Important notes:**
☐ Your work visa will have 90-day stay only. You must contact your employer about the work permit card which will allow you to stay beyond that period. You may visit https://e-ikamet.goc.gov.tr for detailed information about residence permits.

☐ In individual cases, you may be required to provide additional documents.

☐ Please do not finalize your travel arrangements until you are notified about the outcome of your visa application.