

The online system for applying for a visa is very clunky and illogical so I'm going to give you some basic steps to make life easier and so you get it right first time. I have submitted the same visa application 3 times before it went through correctly after working out some of the glitches.

# Indian Visa Application to Sikkim for UK Nationals

Easy Steps to Success

Russ Hewer

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The online system for applying for a visa is very clunky and illogical so I'm going to give you some basic steps to make life easier and so you get it right first time. I have submitted the same visa application 3 times before it went through correctly after working out some of the glitches.

For Sikkim you need a full visa and not an e-Visa so its eventually a sticky visa that attaches to a single page in your passport. You will also need a Inner Line Permit (ILP) for Sikkim which was available as part of the sticky visa but now you have to apply for this separately online. Details of that process are shown in the downloads page of my website [www.sikkim.co.uk](http://www.sikkim.co.uk)

## Before you start

1. The photograph should be in colour and of the size of 2 inch x 2 inch (50 mm x 50 mm) which is NOT your normal size passport photograph so make sure get the right size. Try going to a photo booth to get the correct photos and you normally get 4 at a time. Remember no white borders on the photos so get your scissor out and trim them up. If you want to be sure that the picture is correct, you can go to a professional photographer. I go to a local shoe mender who cuts keys, resoles shoes and takes passport photos. Look at the specification laid down by the Indian Visa by going to their website and click on "Photo Requirement" in the left navigation bar <https://indianvisaonline.gov.in/visa/#>
2. Now scan your photo and store it on your hard drive. It will be used later when you attach your photo to the application. It must be at least 350 pixels by 350 pixels and minimum of 10kb and maximum of 1MB. (Not 300kb as shown in their own website) It must be saved as JPEG file. If you use a smartphone camera to capture your photo, then you must reduce the size.
3. You need to put down an Indian referee as part of your application which includes name, address and phone number. If you don't have a contact in Sikkim, then I suggest you use a hotel address that you will be staying at and put down the Manager's name
4. The main reason applications fail is because UK nationals put their nationality down as UK British Subject which is one of the options.
5. **YOU MUST PUT YOUR NATIONALITY AT UNITED KINGDOM**

## Decisions before you apply online

You can apply for a visa by post but it will be returned and rejected if incomplete. My recommendation is to apply online and then make an appointment in person at a consular office. The reason for this is that the paperwork is not straight forward and that there's a high probability that it would be rejected. You get peace of mind because the official checks all your paperwork before accepting it.

After you have completed your application successfully online, you can prebook an appointment at the consular office online as well but have to prepay your fees online to guarantee a time slot.

[http://www.vfsglobal.com/india/uk/contact\\_us.html](http://www.vfsglobal.com/india/uk/contact_us.html)

**The "Mission" you put down in the box on the opening application "Indian Mission" depends on where you live in the UK and which Consular Office you want to attend**

You have 3 options.

**Option 1.** Anywhere in the UK can be completed at London in Goswell Road or Hounslow, Cardiff or Belfast but you must submit your application with UK-London as Mission (Mission is on the online application form)

**Option 2.** For the following areas,  
Birmingham, Durham, Humberside, Isle of Man, Isle of Scilly, Manchester, Shropshire, Yorkshire (North), Lancashire, Midlands (West), Staffordshire, Yorkshire (South), Leicestershire, Northumberland, Cleveland, Yorkshire (West), Lincolnshire, Cheshire, Tyne and Wear, Cumbria, Derbyshire, Merseyside, Nottinghamshire, Warwickshire, Northamptonshire

For the above areas, you can submit in person at **Birmingham, Leicester, Manchester, Liverpool, Bradford and Newcastle** Consular Offices but you must submit your application with UK-Birmingham as Mission

**Option 3.** For Scotland you can personally submit at Edinburgh and Glasgow Consular Offices, but you must submit your application with UK-Edinburgh as Mission  
For a more comprehensive details on the location of each of the Consular Offices please click here: [http://www.vfsglobal.com/india/uk/contact\\_us.html](http://www.vfsglobal.com/india/uk/contact_us.html)

Get a 6 month multiple entry visa that allows you to stay a maximum of 180 days per visit. The visa is only valid from the date of issue so make sure that it's valid when you intend to be in India. This visa fee is around £120

Lets get Started and fill in the application form

Go to <https://indianvisaonline.gov.in/visa/Registration>

The screenshot shows the 'Online Visa Application' form on the Indian Visa Online website. The form is titled 'Online Visa Application' and includes the following fields:

- Country you are applying visa from\*: UNITED KINGDOM
- Indian Mission\*: UK.LONDON
- Nationality\*: UNITED KINGDOM
- Date of Birth\*: 30/07/1959
- Email ID: RUSS HEWER@VIRGIN NET
- Re-enter Email ID: RUSS HEWER@VIRGIN NET
- Expected Date of Arrival\*: 10/10/2018
- Visa Type\*: TOURIST VISA
- Purpose\*: INDIVIDUAL TOURIST

A security image with the text 'hy3zg' is shown, and the user has entered 'hy3zg' in the 'Please enter above text\*' field. A 'Continue' button is visible at the bottom.

Click on Regular Visa button shown on the top left in red to get the form above to show

**YOU MUST PUT YOUR NATIONALITY AS UNITED KINGDOM AS SHOWN ABOVE**

If you save the file at the next stage, there is no going back, and you must start again with a fresh application. My suggestion is to screenshot each page so if you must go through the whole process again, it's easier second time round

Press continue and write down the temporary application ID number

PLEASE NOTE THAT MY PASSPORT AND NATIONAL ID NUMBER HAVE BEEN CHANGED AND ALL OTHER DETAILS ARE IN THE PUBLIC DOMAIN



Please note down the Temporary Application ID : 30081654G4PP717

Your Information will be saved if you click save button or continue to next page. If you exit without doing either of that, your information will be lost.

Applicant's Address Details

<b>Present Address</b>		
House No./Street*	THE FLAT, 2 CHAPEL LANE, CHILTON	Applicant's Present Address. Maximum 35 characters (Each Line)
Village/Town/City*	AYLESBURY	Village/Town/City
Country*	UNITED KINGDOM	Country
State/Province/District*	BUCKINGHAMSHIRE	State/Province/District
Postal/Zip Code*	HP19 9LP	Postal/Zip Code
Phone No.	+441844 202690	Phone Number
Mobile No.	44 - UNITEI   7967053089	Mobile Number
Email Address	RUSS.HEWER@VIRGIN.NET	
Click here for same address	<input checked="" type="checkbox"/>	Click here for same address
<b>Permanent Address</b>		
House No./Street*	THE FLAT, 2 CHAPEL LANE, CHILTON	Applicant's Permanent Address(with Postal/Zip Code)
Village/Town/City	AYLESBURY	Village/Town/City
State/Province/District	BUCKINGHAMSHIRE	State/Province/District

Family Details

<b>Father's Details</b>		
Name *	ROYSTON HEWER	Applicant's Father Number
Nationality*	UNITED KINGDOM	Father's Nationality
Previous Nationality	UNITED KINGDOM	Previous Nationality of Father
Place of birth *	NORTHAMPTON	Place of birth
Country of birth *	UNITED KINGDOM	Country of birth
<b>Mother's Details</b>		
Name *	JULIE HEWER	Applicant's Mother Number
Nationality*	UNITED KINGDOM	Mother's Nationality
Previous Nationality	UNITED KINGDOM	Previous Nationality of Mother
Place of birth *	MALLACCA	Place of birth
Country of birth *	UNITED KINGDOM	Country of birth

Applicant's Marital Status *	SINGLE	Applicant's Marital Status
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Were your Grandfather/ Grandmother (paternal/maternal) Pakistan Nationals or Belong to Pakistan held area.  Yes  No

Were your Grandfather / Grandmother (paternal/maternal) Pakistan Nationals or belong to Pakistan held area? Yes / No

Profession / Occupation Details of Applicant

Present Occupation*	BUSINESS PERSON	If Others, please specify
Employer Name/business *	TAILORED TOURS UK	Employer Name / Business
Designation	PROPRIETOR	Designation
Address *	THE FLAT, 2 CHAPEL LANE, CHILTON	Address
Phone		Phone
Past Occupation, if any	ENGINEER	Past Occupation, if any

Are/were you in a Military/Semi-Military/Police/Security. Organization?  Yes  No

If yes, give details

Save and Continue Save and Temporarily Exit

**Please Note: Your National Insurance No. is your Citizenship/National ID No.**

At this stage you can save and continue or save and exit. If you have your Indian referee and your photo ready on your hard drive, you'll good to go to the next stage.

Please note down the Temporary Application ID : 30081654G4PP717

Your Information will be saved if you click save button or continue to next page. If you exit without doing either of that, your information will be lost.

**Details of Visa Sought**

Type of Visa \* TOURIST VISA visa type you are applying for  
 Places likely to be visited \* SIKKIM Places to be visited  
 Duration of Visa (In Month)\* 6  
 No. of Entries \* MULTIPLE  
 Purpose of Visit \* INDIVIDUAL TOURIST Purpose of visit  
 Expected Date of journey \* 15/10/2018 (Visa validity will start from the Visa Issue Date)  
 Port of Arrival in India \* DELHI  
 Expected Port of Exit from India \* DELHI

**Previous Visa/Currently valid Visa Details**

Have you ever visited India before? \* Yes \* / No \*  If Yes Please give Details  
 Address \* THE FLAT, 2 CHAPEL LANE, CHILTON  
 AYLESBURY  
 BUCKS  
 Cities previously visited in India \* GANGTOK, SELIGURI, Cities in India visited (comma separated)  
 Last Indian Visa No/Currently valid Indian Visa No. \* 539140171 Last Indian Visa no / Currently valid Visa no  
 Type of Visa \* TOURIST VISA Type of Visa  
 Place of Issue \* LONDON Place of Issue  
 Date of Issue \* 29/12/2017 Date of Issue  
 Has permission to visit or to extend stay in India previously been refused?  Yes \*  No If yes,give details

**Other Information**

Countries Visited in Last 10 years \* FRANCE, GERMANY, USA, POLAND, EGYPT, BELGIUM, SPAIN, MALTA, HONG KONG, GAMBIA, PORTUGAL, WALES, SCOTLAND

**SAARC Country Visit Details**

Have you visited SAARC countries (except your own country) during last 3 years?  Yes \*  No If yes,give details

**Reference**

Reference Name in India \* KAMA KAZI  
 Address \* GANGTOK  
 Phone \* +91993221469 Phone no  
 Reference Name in UNITED KINGDOM \* JANE DICKENSON  
 Address \* 3 MARKET DEEPING  
 PETERBOROUGH  
 Phone \* 0789054089 Phone no

After completing this page go to the next page and upload your photo from your hard drive.



Temporary Application Id:-30081654G4PP717

Kindly ensure that the photo is as per specifications mentioned below.

In case you are not ready for photo upload you can do it later. Please note down the Temporary Application Id. Close the window and Press Exit . You can complete your application later using Complete Partially Filled Form option on home page.

**Photo Specifications**

- Format - JPEG
- Size - Minimum 10 KB , Maximum 1 MB
- The minimum dimensions are 350 pixels (width) x 350 pixels (height).
- Recent front facing photograph with white background to be uploaded by the applicant.
- Do not crop the Passport Image to use it as your recent photograph. Upload clear front facing photograph with preferable white/light coloured background.
- The application is liable to be rejected if the uploaded photograph are not clear and as per specification.

Upload the photo from your hard drive and continue, you will see your photo appear at the top of the next page where mine is shown blank. Verify the details and if you need to make any corrections, then click the modify button. If you verify, please wait to show that your application has been successful.



**Confirm Details**

The applicant is requested to verify the particulars filled in the application form. The applicant may face legal action (including refusal to enter India or deportation) in case of provision of wrong information.  
Please verify your registration details. If all details are correct please press "Verified and Continue".  
For any corrections press "Modify/Edit".

Please note down the Temporary Application ID: **30081654649717**



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**Applicant Details**

Surname (as shown in your Passport)*	HEWER	Surname/Family Name (As in Passport)
Given Name/s (Complete as in Passport)*	RUSSELL	Given Name/s (As in Passport)
Have you ever changed your name? *	NO	
Gender* *	MALE	Gender
Date of Birth* *	30/07/1959	Date of Birth as in Passport in DD/MM/YYYY format
Town/City of birth*	AYLESBURY	Province/Town/City of birth
Country of birth* *	UNITED KINGDOM	Country of birth
Citizenship/National Id No.*	WE71342356	Citizenship/National Id No.
Religion*	BUDDHISM	
Visible identification marks* *	MOLE ON SMALL FINGER OF LEFT HAND	Visible identification marks
Educational Qualification* *	GRADUATE	Educational Qualification
Nationality* *	UNITED KINGDOM	Nationality
Did you acquire Nationality by birth or by naturalization? *	BY BIRTH	
Have you lived for at least two years in the country where you are applying visa? *	YES	

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**Passport Details**

Passport Number *	68954213	Applicant's Passport Number
Place of Issue *	EVJ	Place of Issue
Date of Issue *	12/12/2017	In DD/MM/YYYY format
Date of Expiry *	12/12/2027	In DD/MM/YYYY format
Any other valid Passport/Identity Certificate(IC) held	NO	

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**Applicant's Address Details**

House No./Street*	THE FLAT, 2 CHAPEL LANE, CHILTON	Applicant's Present Address
Village/Town/City*	AYLESBURY	Village/Town/City
State/Province/District*	BUCKINGHAMSHIRE	State/Province/District
Postal/Zip Code	HP18 9LP	Postal/Zip Code
Country *	UNITED KINGDOM	Country
Phone No.	+441844 202650	Phone Number
Mobile No.	7967053089	Mobile Number
Email Address	RUSSELLHEWER@VIRGIN.NET	Email Address
Permanent Address		
House No./Street*	THE FLAT, 2 CHAPEL LANE, CHILTON	Applicant's Permanent Address (with Postal/Zip Code)
Village/Town/City*	AYLESBURY	Village/Town/City
State/Province/District	BUCKINGHAMSHIRE	State/Province/District

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**Family Details**

**Father's Details**

Name *	ROYSTON HEWER	Applicant's Father Name
Nationality* *	UNITED KINGDOM	Father's Nationality
Previous Nationality	UNITED KINGDOM	Previous Nationality of Father
Place of birth *	NORTHAMPTON	Place of birth
Country of birth *	UNITED KINGDOM	Country of birth

**Mother's Details**

Name *	JILLIE HEWER	Applicant's Mother Name
Nationality* *	UNITED KINGDOM	Mother's Nationality
Previous Nationality	UNITED KINGDOM	Previous Nationality of Mother
Place of birth *	MALLACCA	Place of birth
Country of birth *	UNITED KINGDOM	Country of birth

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Applicant's Marital Status \* SINGLE      Applicant's Marital Status

Were your Grandfather/ Grandmother (paternal/maternal) Pakistani Nationals or belong to Pakistan held area? NO

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**Profession / Occupation Details of Applicant**

Present Occupation*	BUSINESS PERSON	If Other, please specify
Employer Name/Business *	TAILORED TOURS UK	Employer Name / Business
Designation	PROFECTIC	Designation
Address *	THE FLAT, 2 CHAPEL LANE, CHILTON	Address
Phone		Phone
Past Occupation, if any	ENGINEER	Past Occupation, if any
Are/were you in a Military/Semi-Military/Police/Security Organization?	NO	

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**Details of Visa Sought**

Visa Type*	TOURIST VISA	
Places likely to be visited *	SIXXDP	Places to be visited
Duration of Visa (in Month)*	6	Duration of visit (in Month)

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No. of Entries \* MULTIPLE

Purpose of Visit\* INDIVIDUAL TOURIST

Expected Date of Journey\* 13/10/2018

Port of Arrival in India \* DELHI

Expected Port of Exit from India DELHI

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**Previous Visa/Currently valid Visa Details**

Have you ever visited India before?*	YES	
Address*	THE FLAT, 2 CHAPEL LANE, CHILTON	
	AYLESBURY	
	BUCKS	
Cities previously visited in India*	GANGTOK, BELIGOURI,	Cities in India visited (comma separated)
Last Indian Visa No/Currently valid Indian Visa No.*	539140171	Last Indian Visa no / Currently valid Visa no
Old Visa Type*	TOURIST VISA	Type of Visa
Old Visa Issue Place*	LONDON	Place of Issue
Old Visa Issue Date*	29/12/2017	Date of Issue
Has permission to visit or to extend stay in India previously been refused? No		

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**Other Information**

Countries Visited in Last 10 years FRANCE, GERMANY, USA, POLAND, EGYPT, BELGIUM, SPAIN, MALTA, HONGKONG, GAMBIA, FUJIRUGA, WALES, SCOTLAND

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**SAARC Country Visit Details**

Have you visited SAARC countries (except your own country) during last 3 years? No

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**Reference**

Reference Name in India*	KAMA KAZI	Reference Name and Address in India
Address*	GANGTOK	
Phone*	+91992231460	Phone no
Reference Name in UNITED KINGDOM*	JANE DICKERSON	Reference Name and Address in UNITED KINGDOM
Address*	3 MARRET DEEPING	
	PETERBOROUGH	
Phone*	0789654089	Phone no

Verified and Continue    Modify

Once the application is verified, you can print out a copy from submission to the Consular Office

**After print, click on regular visa and not e-tourist visa, make sure you uncheck photo upload service which would cost £10 as you will be bringing two photos with you to the Consular Office**

Now get out your credit card and book your appointment online at the specific Consular office you want to complete your application. You can only reserve a confirmed appointment by paying online. Click on “Pay Online” and make payment

Then click on “New Appointment” in the top toolbar and the following screenshot appears and book and a confirmed appointment at the location you wish to visit. Print out the appointment confirmation

If for any reason you make you need to cancel your appointment, you can come back to the same screen and do that. The system does not allow you to reschedule so you need to come to the Consular Office as a “walk in” and waiting can take up to one and half hours

INDIAN VISA AND CONSULAR SERVICE APPLICATION CENTRE, IN UK Online Appointment System - OCI, Passports and Select Consular Services
<p><b>Important Notice:</b> Please note that this website will only support the following secure web browsers: Internet Explorer (IE) Version 9.0 and above (No support for older IE Browsers eg. e.g. IE8, IE7, IE6, IE5.5 etc) and FireFox Version 18.0 and above. If you are not running one of these above new browsers, please upgrade to the latest browsers.</p> <p>Welcome to the Appointment System for OCI, Passport and Select Consular Services operated by VF Services UK Ltd.</p> <p>This page allows you to schedule an appointment to submit applications for OCI, Passport and Select Consular Services</p> <p>Effective 4th April 2018, all applications for “Non-Acquisition Certificate” must be submitted at VFS application centres. No application will be accepted at the High Commission of India, London or its respective consulates in Birmingham and Edinburgh.</p> <p><b>Please click on the appropriate link:</b></p> <p><a href="#">Schedule Appointment</a> <a href="#">Reschedule Appointment</a> <a href="#">Cancel Appointment</a></p> <p>Please note: If you already have an appointment scheduled, you will not be allowed to schedule a second appointment until the previous appointment is <b>Cancelled</b>. To cancel your appointment, please follow the link “<b>Cancel Appointment</b>”.</p> <p><a href="#">Reprint Appointment Letter</a></p>
<p><b>Important Note:</b> If you experience any issue and require any assistance/information about “<b>scheduling an appointment</b>”, please contact our helpdesk by emailing- <a href="mailto:info.inuk@vfshelpline.com">info.inuk@vfshelpline.com</a> or calling our helpline on 09057570045</p> <p><b>Browser Compatibility Notice:</b> Browser compatibility</p> <p>Please note that this website will only support the following secure web browsers: Internet Explorer (IE) Version 9.0 and above (No support for older IE Browsers eg. e.g. IE8, IE7, IE6, IE5.5 etc) and FireFox Version 18.0 and above. If you are not running one of these above new browsers, please upgrade to the latest browsers.</p> <p><b>JavaScript</b></p> <p><small>This site uses a limited amount of JavaScript. In some applications and Web pages, JavaScript is essential to proper functionality of the Web page. Please have JavaScript support turned on or download a third party JavaScript Engine. In the case of Internet Explorer, if you need to download a JavaScript Engine for use on a certain page, Microsoft (Active X) should force a download utility to start. Say “Yes” and download the JavaScript Engine.</small></p>

**Press scheduled appointment in the above page**

**SCHEDULE AN APPOINTMENT**

Select VAC:

Number of applications to be submitted for adults:

Number of Applications for children:

Services:

- Select VAC--
- Select VAC--
- London-Goswell
- London-Hounslow
- Belfast
- Birmingham
- Bradford
- Cardiff
- Edinburgh
- Glasgow
- Leicester
- Liverpool
- Manchester

On this page select Consular Service in the last entry. Go to the payment screen and complete payment, print out the receipt. You can choose an available time slots on a date before payment. Please note that in busy times you can sometimes wait up to three weeks for the first available appointment so if this is time critical, then you can come to the Hounslow office as a walk in. Please be prepared to wait up to two hours as a walk in.

## What do I need to bring with me to the Consular Office

1. Sign the declaration and bring a copy with you by going to <https://www.vfsglobal.com/india/uk/pdf/Declaration.pdf> and printing it out
2. Bring your passport with two free pages and six months at least left before expiry
3. Receipt to show payment made for the visa
4. Copy of verified visa application and stick your colour passport photo on the blank space at the top and bring a spare photo, paper clipped to the right corner
5. Confirmation of the date and time for your appointment
6. Special Delivery SAE (Self Address Envelope) usually silver bag and take a photo of the tracking number. 100g extra letter size is £6.50 of stamps (as of 24 September 2018). Do not get it franked as this lasts on 5 working days. Use stamps as this makes it not time dependant.

## What to do when I am at the Consular Office

I can only give you details of the Hounslow Office but arrive early to get a space at the rear of the building. The front car park is already designated for staff but it's not obvious in the first instance. There is a great café on the ground floor serving food and beverages.

You need to have your appointment confirmation slip with you to present to the security guard before you can enter the building. The first floor is the Consular Office for processing the visas and you must give your slip to the staff member sitting at the entrance to that office. They will give you a number and your number will be displayed on the TV's in front of you when your time is ready. The appointment time is approximate and depends on the volume and the amount of staff on duty.

Make sure that you wait if the staff member at the entrance is away and don't press the ticket machine yourself. The machine has two buttons and I inadvertently pressed a ticket for a walk up and not a scheduled appointment. I didn't realise that until about an hour after the end of my appointment slot, so be warned.

The numbering system is not sequential or logical so keep looking at the screens as you can't work it out and it's baffling.

Once at the desk, the visa staff member will ask you a few questions about the reason for your visit and ask for all the paperwork and the SAE

## After your visit

It takes five working days to process and dispatch to you

You have a choice to get them to send you a text message to confirm dispatched which is chargeable

They will automatically send you an email confirmation once dispatched which is part of the visa fee

Your visa should look like this:

