

UAE Visa Document Requirements

(Postgraduates)

Document Requirements for KU Postgraduate students:

IMPORTANT: Please ensure submitted documents are titled clearly, following the below format:

(Document type-Student Name-Student KU ID)

Example: Passport copy-Ahmed Mohamed-1000XXXXX)

Entry Permit Visa (Student not residing in UAE):

1. Admission letter
2. Clear color passport copy (minimum 6 months passport validity is a must)
3. Professional passport photograph (white background)
4. UAE Entry Visa

The following is required if the person has a visa in the U.A.E:

- A copy of visa cancellation

IMPORTANT: Citizens of Pakistan, Afghanistan and Iraq must provide copies of National ID

Renewal Residence Visa (maximum 6 weeks before expiry):

1. Clear color passport copy (minimum 6 months passport validity is a must)
2. Professional passport photograph (white background)
3. Copy of previous VISA
4. Copy of previous EID
5. EID fee payment receipt

Cancellation of Residence Visa (Sponsored by Khalifa University):

1. Copy of passport and copy of visa page
2. Ensure that all bills are paid, especially traffic fines are cleared

Cancellation of Residence Visa (for Golden VISA):

1. Clear color passport copy (minimum 6 months passport validity is a must)
2. Professional passport photograph (white background)
3. Proof of Golden Visa approval
4. Copy of previous VISA
5. Copy of previous EID

IMPORTANT: Health insurance will not be cancelled

Golden VISA holders (Health Insurance only)

1. Clear color passport copy
2. Professional passport photograph (white background)
3. Proof of Golden Visa or copy of previous VISA
4. Copy of EID
5. Health Insurance provider certificate of continuity

Health Insurance for PG student Family:

Student needs to sign an acknowledgment that he/she accepts to deduct the insurance cost from his/her salary

1. Clear color passport copy
2. Professional passport photograph (white background)
3. Copy of EID
4. Copy of Marriage Certificate for the spouse
5. Copy of Birth Certificate for children

* After the insurance is issued invoice will be shared with GSO to start payment instalments

KU sponsored postgraduate students are responsible for processing their own family VISA

New Residence Visa (Spouse):

1. Clear color passport copy (minimum 6 months validity is a must)
2. Professional passport photograph (white background)
3. Copy of the attested marriage certificate from the U.A.E. Ministry of Foreign Affairs (legally translated into Arabic)
4. Sponsor's passport and visa copy
5. Copy of sponsor Emirates ID card. You will be contacted by Government Relations representative to provide the original
6. Salary Certificate addressed to Immigration (available thru the ADERP self-services)
7. Clear color valid tenancy contract copy, Tawtheeq. Hotel apartment contract is not acceptable

Renewal Residence Visa (Spouse):

1. Clear color passport copy (minimum 6 months validity is a must)
2. Professional passport photograph (white background)
3. Sponsor's passport and visa copy
4. Copy of sponsor Emirates ID card. You will be contacted by Government Relations representative to provide the original
5. Salary Certificate addressed to Immigration (available thru the ADERP self-services)
6. Clear color valid tenancy contract copy, Tawtheeq. Hotel apartment contract is not acceptable

New Residence Visa (Children):

1. Clear color passport copy of the Child (minimum 6 months validity is a must)
2. Professional passport photograph (white background)
3. Copy of birth certificate, attested by UAE Ministry of Foreign Affairs (legally translated into Arabic)
4. Sponsor's passport and visa copy
5. Clear color copy of employee's Spouse passport
6. Copy of sponsor Emirates ID card. You will be contacted by Government Relations representative to provide the original
7. Salary certificate addressed to Immigration (available thru the ADERP self-services)
8. Clear color valid tenancy contract copy, Tawtheeq. Hotel apartment contract is not acceptable.

Renewal Residence Visa (Children):

1. Clear color passport copy of the Child (minimum 6 months validity is a must)
2. Professional passport photograph (white background)
3. Sponsor's passport and visa copy
4. Clear color passport copy and copy of the visa page of employee's Spouse
5. Copy Emirates ID card of the sponsor. You will be contacted by Government Relation Representative to provide the original
6. Salary Certificate addressed to Immigration (available thru the ADERP self-services)
7. Clear color valid tenancy contract copy, Tawtheeq. Hotel apartment contract is not acceptable

VISA Transfer (Special cases – subject to approval):

1. Clear color passport copy (minimum 6 months passport validity is a must)
2. Professional passport photograph (white background)
3. Copy of previous VISA
4. Copy of previous EID
5. EID fee payment receipt

The following is required if the person has a visa in the U.A.E:

- Proof of visa cancelation
- Continuity Certificate (COC) from the previous health insurance provider if the visa was from Abu Dhabi Emirate