

3. WORK VISA APPLICATION PROCESS

A citizen of a foreign country, who wishes to work in Türkiye, must first obtain a work visa.

You can apply for a work visa via Turkish Consulate General in Houston by following the instructions on www.visa.gov.tr

Required documents for application:

1. National passport or official travel document
 - a) with an expiration date at least 60 days beyond the “duration of stay” of their visa
*Example: In order to enter Türkiye having a visa with 30 days “duration of stay”, visa applicants should hold a passport valid at least for an additional 60 days which totals to 90 days (30 days + 60 days) of validity **at the time of entrance.***
 - b) with a blank page to affix the visa
2. One fully completed application form and its attachments (must be filled in on www.visa.gov.tr)
3. One recent passport - size (2” x 2”) photograph
4. Certificate of Good Conduct. (It can be obtained from the local police station where applicant lives.)
5. Invitation letter from accepting company.
6. Proof of travel health/accident world-wide insurance valid through duration of stay
7. Non-refundable visa fee*
8. Contract - Signed by both the employer and the visa applicant and the dates have to be in the contract.
9. Original and copy of valid US alien registration card or valid US resident visa (*for NON-US applicants only*)
 - a) US tourist visa (B1/B2) holders are not eligible to get a visa.
10. If you wish your visa-issued passport to be returned by mail, a postage fee of 31 USD in cash or money order payable to the Turkish Consulate General in Houston or you may provide your own pre-paid return envelope.

*Non-refundable visa fee:

Visa fee for US citizens is 160 USD in total and can only be paid in cash or as money order payable to Turkish Consulate General in Houston. Personal checks are not accepted.

For visa fee for non-US citizens, please get into contact with the Turkish Consulate General in Houston via consulate.houston@mfa.gov.tr.

Application method:

As a first step, all applicants are required to make their visa applications online via www.visa.gov.tr. In the second step, applicants must submit their documents in person.

Applicants are kindly asked to bring their appointment confirmation paper (indicating the reference number) along with the required documents.

For in-person applications and interviews, applicants must have an appointment on www.visa.gov.tr.

After the application, the applicant will receive another reference number from consulate.houston@mfa.gov.tr along with the application date. The applicant is obliged to convey this information to his/her employer as soon as possible. Once the employer receives the reference number and application date from the applicant, it applies the Ministry of Labor and Social Security in 10 days with the aforementioned reference number.

After the approval of Home Authorities (4-5 weeks), the applicant is requested to either hand in or mail his/her passport.

Additional notes:

Turkish Consulate General in Houston is not responsible for documents lost in the mail or documents left unclaimed more than one week at the Consulate General after the outcome of the application.

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

Please do not finalize your travel plans or arrangements until you are notified about the outcome of your visa applications.

The process takes 4-5 weeks. It is strongly advised for applicants to apply at least one month prior to their intended trip.

Important notes:

It is required to make an appointment for residence permit on <https://e-ikamet.goc.gov.tr> within one month from the date of entry into the country and the residence permit should be extended before its date of expiration.

It is strictly advised to make an appointment as soon as possible from the date of entry into the country.

There is a “Central Appointment System” for the applications of first time residence permit as well as for changing residence permit type. Applicants may make their applications for the first time residence permits and residence permit changes (such as long term residence permits, short term residence permits, family and student residence permits) on the system.

After the application form is filled in, a residence permit application form indicating application date, time, number, as well as required documents are provided by the system. **A foreigner is granted the**

right to legally reside in Türkiye with this form until the appointment date. However, this document does not grant right to enter in and exit from the country.

You are required to apply to the Provincial Directorate of Migration Management in your province on appointment date and time. Otherwise your application shall not be put into process.

If you leave Türkiye as a single entry visa holder, you cannot return without a multiple entry visa or residence permit.