



EduLink

Education Consultancy and Placement Firm

THIMPHU: BHUTAN

DOCUMENTS CHECKLIST.

1. For college admission

- 1.1 Class X, Class XII & Degree Academic Certificate and Transcripts
- 1.2 Student and dependent passport copy each.
- 1.3 English Test Certificate (IELTS/TOEFL/etc)
- 1.4 Student's Employment letter from current employer.
- 1.5 Curriculum vitae (from RCSC if civil servants)
- 1.6 Marriage certificate (English translated)

2. For student visa processing:

- 2.1 Notarized passport copy
- 2.2 Notarized copy of Birth Certificate.
- 2.3 Notarized copy of Citizenship identity card.
- 2.4 Notarized Academic Certificate and Transcripts. (Class X)
- 2.5 Notarized IELTS/ELPC (if applicable)
- 2.6 Notarized Employment letter along with your pay slip.
- 2.7 Marriage certificate. (English translated)
- 2.8 Security clearance certificate (Original hard copy for RBP)
- 2.9 4 passport size photographs (45mm*35mm)
- 2.10 Confirmation of Enrolment (eCoE) from college/University
- 2.11 Visa fees
- 2.12 Bank statement: (along with sources of income: The money to support you and your family members must come from one or more acceptable sources.)



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Examples: 1) Money deposits held in a bank account by you or a person supporting you. 2) A loan from an approved financial institute.

- 2.13 Notarized Household information
- 2.14 Concern letter from employer if employed (recommendation letter)
- 2.15 Affidavit of support if sponsored by parents or relatives
- 2.16 Valuation of property
- 2.17 Ownership certificates of land or buildings, etc

3. For student dependent visa processing:

- 3.1 Notarized pages of your passport copy (
- 3.2 4 Passport size photographs (45mm*35mm)
- 3.3 Notarized copy of Birth Certificate.
- 3.4 Notarized copy of citizenship identity card.
- 3.5 Security clearance certificate (Original hard copy for RBP)
- 3.6 Notarized Employment letter along with your pay slip. (if employed)
- 3.7 Family picture
- 3.8 Joint ownership details (if you have)
- 3.9 Family tree (Household information)
- 3.10 Affidavit of support if sponsored by parents or relatives
- 3.11 Valuation of property
- 3.12 Ownership certificates of land or buildings, etc
- 3.13 Bank statement