



الهيئة العامة للسياحة والتراث الوطني  
Saudi Commission for Tourism & National Heritage  
مستقبل وطن.. نبنيه معاً  
scth.gov.sa

(User Manual Guide for eVisa Website)



الهيئة العامة للسياحة والتراث الوطني  
Saudi Commission for Tourism & National Heritage  
مستقبل وطن.. نبنيه معاً  
scth.gov.sa



### Table of content:

i.	Website Homepage.....	3
ii.	Apply for eVisa.....	4
iii.	Create eVisa account.....	5
iv.	Registration page.....	6
v.	Account activation by email.....	8
vi.	Login to eVisa.....	9
vii.	Send the verification code.....	10
viii.	eVisa Homepage.....	11
ix.	Personnel information.....	13
x.	Passport information.....	15
xi.	Medical insurance.....	16
xii.	Terms and Conditions.....	17
xiii.	Review.....	18
xiv.	Payment.....	20
xv.	Confirmation page.....	21
xvi.	eVisa Form.....	22



### 1. Homepage for eVisa website:

Saudi

VISIT SAUDI VISA

Sign In

# Welcome to the eVisa Portal

Planning a trip? It only takes 3 simple steps.

01 • Fill the application 02 • Pay the Visa fee 03 • Get your online Visa

APPLY NOW



### 2. Apply for eVisa

- At the Center of the page, click on [Apply Now](#).

Saudi VISIT SAUDI VISA Sign In

# Welcome to the eVisa Portal

Planning a trip? It only takes 3 simple steps.

01 • Fill the application 02 • Pay the Visa fee 03 • Get your online Visa [APPLY NOW](#)





### 3. Create an account

- To create an account, you must be eligible from the 49

Eligible countries to apply to eVisa.

### Create eVisa account

Passport Type\*

Select

Country of Nationality\*

Select

In case your nationality country is not eligible for eVisa, please [contact the nearest embassy of Saudi Arabia](#)

07606

\*\*\*\*\*

[SIGN IN TO YOUR EXISTING ACCOUNT](#) [NEXT >](#)

Activation link not received?  
[RESEND ACTIVATION](#)



### 4. Registration page

- To create an account, you will need to have a valid email address to be your username.

<b>Registration</b>	<b>First Name*</b>
	<input type="text" value="First Name"/>
<b>Country of Nationality</b>	<b>Last Name*</b>
Austria	<input type="text" value="Last Name"/>
<b>Passport Type</b>	<b>Mobile Number*</b>
Regular Passport	<input type="text" value="+966"/>
	<small>Mobile Number should be minimum 8 digits</small>
	<b>Email*</b>
	<input type="text" value="example@example.com"/>
	<b>Alternative Email</b>
	<input type="text" value="example@example.com"/>
	<b>Secret Question*</b>
	<input type="text" value="Select"/>
	<b>Answer*</b>
	<input type="text" value="Answer"/>



## User Manual Guide for eVisa Website

**Password\***

**Confirm Password\***

- ◆ Password must be at least 8 characters long
- ◆ Must contain a lowercase letter
- ◆ Must contain an uppercase letter
- ◆ Must contain a number or special character

77311' ↻

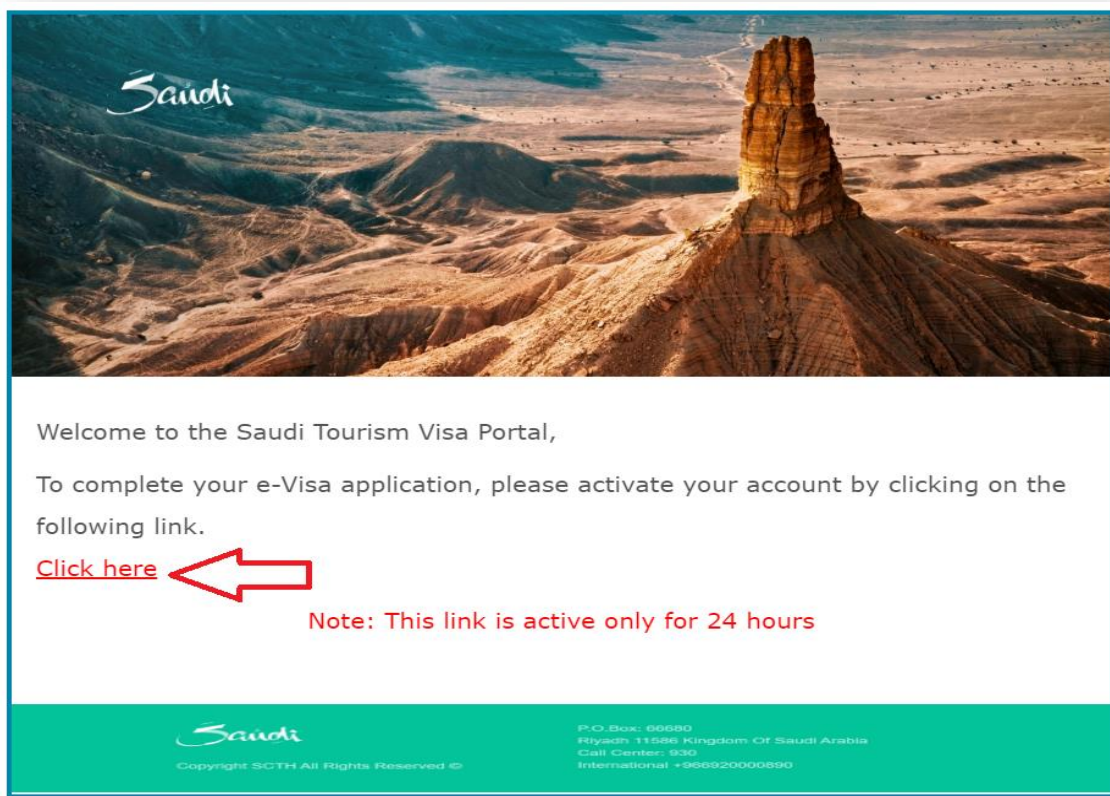
CANCEL

REGISTER >



### 5. Account activation by email

- Account activation email with the activation link will be sent to the email address you have provided to register an account, Follow the link as instructed in the email to activate the account.







### 6. Login to eVisa

- Once you have activated your account via email, you can login to your account by clicking on the Log In button on the Center of the page after you have Entered your registered email address and password.

◇ Login to eVisa

Account activation link sent successfully to the given email.

Email\*

Password\*

1 7 9 1 1 0

LOG IN >



### 7. Send the verification code

- Verification Code Will be send to your Email once you have Clicked on the Send the Verification Code as shown below.

Verification code

SEND THE VERIFICATION CODE ←

LOG IN

Verification code

Verification code has been sent to the registered Email

Verification code\*

\*\*\*\*\*

REGENERATE THE CODE      **SUBMIT** ↑

LOG IN





### 8. eVisa Homepage



- To apply for the visa for yourself please click on [Apply for individual](#)
- To apply for the visa for yourself and for another person, please click on [Apply for Group](#), please note that you can apply for up to 12 people including yourself when you apply for Group.
- You can track your Visa application from The table as shown Below
- You can also search for your visa application once you have applied by entering one of the following in the search field:
  - the application number
  - First name or Last name or both
  - passport number
  - visa number



## User Manual Guide for eVisa Website

 APPLY FOR INDIVIDUAL >











 APPLY FOR GROUP >



### Previous Applications

**Individuals** Groups

Visa Status\*  Application Number/Name/Passport No/Visa No  SEARCH >

No.	Application No.	Tourist Name	Visa No.	Visa Expiry Date	Status	
1	19101306860	mohammed alsoheem			Draft	  
2	19092906824	John Smith	6064602257	28/09/2020	Visa Granted	 
3	190928210247	John Smith			Draft	  
4	19092706848	mohammed alsoheem	6064582038	26/09/2020	Visa Granted	 



### 9. Personnel information

- If you are applying for yourself, you can click on No to the following question “Are you applying on behalf of someone else? “, The Profile and the system will automatically fill in the basic personal information you have provided in your user profile. In case of applying for other person, click on Yes , you will then have to fill the applicant personal information’s, if the applicant is under age, you will need to apply for yourself first and then apply for the Minor, you will need to indicate the family member relationship for the minor applicant as shown in the below.

- Upload a Personal picture with the dimensions 200 x 200 px, and the size of the image must be 5 to 100 kb

- The system will only accept jpg, jpeg, png, gif, bmp





## User Manual Guide for eVisa Website

Are you applying on behalf of someone else ?\*

YES

NO

### Personal Picture

Please upload image of dimension 200 x 200 px  
Personal Image Size must be from 5 to 100 Kb  
Allowed picture file types are .jpg, .jpeg, .png, .gif, .bmp  
Photo Specifications [Read More...](#)

[UPLOAD FILE \\*](#) >

### Country of Nationality\*

France

### First Name or Given Name (English)\*

First Name or Given Name (English)

Please make sure to enter the names exactly mentioned on your passport in English only

### Father Name or Middle Name (English)

Father Name or Middle Name (English)

### Last Name or Family Name (English)\*

Last Name or Family Name (English)

Please make sure to enter the names exactly mentioned on your passport in English only

### Guardian

Select

### Guardian Relation

Select



I AM FULLY AWARE OF AND CONSENT TO THE FOLLOWING:

The guardian is a legally authorized person to apply on behalf of the minor.  
The guardian will travel with the minor to Saudi Arabia otherwise, the non-accompanying guardian consents to: take the full responsibility and give permission to the child/children (under 18 years of age who intend to travel to Saudi Arabia) to travel by themselves



### 10. Passport information

- Passport that Must be valid for at least 6 months.

<b>Passport Type*</b>	
<input type="text" value="Regular Passport"/>	
<b>Passport No.*</b>	
<input type="text" value="Passport No."/>	
<b>Passport Issue Place (Country or City)*</b>	
<input type="text" value="Passport Issue Place (Country or City)"/>	
<b>Passport Issue Date*</b>	<b>Passport Expiry Date*</b>
<input type="text"/>	<input type="text"/>
	Passport must be valid at least 6 months from the Visa application submission date
<b>Expected Date of Arrival*</b>	<b>Expected Date of Departure*</b>
<input type="text"/>	<input type="text"/>
Expected Date of Arrival should be chosen in the Visa validity (1 year), from the date of submission	The tourist visa is valid for 1 year starting from the issuance date and the period of stay is 180, on condition 90 days per entry.




### 11. Medical insurance page

- Medical insurance covers only emergency cases All of the companies are approved and certified in Saudi Arabia, you can only view the companies as shown below, you must click on the box below at the bottom of the page that says BY CHECKING THIS BOX I AGREE TO THE INSURANCE COVERAGE LISTED ABOVE WITH A FEE OF 140.00SAR (INCLUDING 5% VAT)

Application No.: 19101706897

Medical insurance covers only emergency cases All of the companies are approved and certified in Saudi Arabia

<b>Arabian Shield cooperative Insurance Company</b> <a href="#">GO TO WEBPAGE</a> >	<b>Saudi United Cooperative Insurance (WALA'A)</b> <a href="#">GO TO WEBPAGE</a> >
<b>Tawuniya cooperative Insurance Company</b> <a href="#">GO TO WEBPAGE</a> >	<b>BUPA Arabia for Cooperative Insurance</b> <a href="#">GO TO WEBPAGE</a> >
<b>MedGulf Company</b> <a href="#">GO TO WEBPAGE</a> >	<b>Gulf Union Cooperative Insurance Company</b> <a href="#">GO TO WEBPAGE</a> >

  **BY CHECKING THIS BOX I AGREE TO THE INSURANCE COVERAGE LISTED ABOVE WITH A FEE OF 140.00SAR (INCLUDING 5% VAT)**



### 12. Terms and conditions page

- You must click on the box below at the bottom of the page that says

I HAVE READ AND AGREE ALL THE ABOVE TERMS AND CONDITIONS.

- ◇ I understand that I am not permitted to use the tourist visa for any purpose other than tourism, and that I should not practice any paid or non-paid work related activity, nor perform Hajj during my stay in Saudi Arabia
- ◇ Laws and etiquettes in Saudi Arabia, [Read More ...](#)
- ◇ I acknowledge that there are no medical treatment purposes behind the visit.
- ◇ Visa application fees are nonrefundable



I HAVE READ AND AGREE ALL THE ABOVE TERMS AND CONDITIONS.

PREVIOUS

NEXT >





### 13. Review

- After reviewing the information you have entered throughout the eVisa application, you have to then choose one of the payment methods that you prefer which are Visa, MasterCard, UnionPay, and American Express.

- You must click on the box below at the bottom of the page that says I HEREBY DECLARE THAT THE DETAILS FURNISHED ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

- After completing the above process, then you may proceed with your payment by clicking on Agree & Complete Payment at the bottom of the page.

First Name or Given Name (English)	Father Name or Middle Name (English)
mohammed	---
Last Name or Family Name (English)	
alsoheem	
Gender	Marital Status
Male	Single
Profession	Date of Birth
employee	06/02/1990
Country of Birth	City of Birth
France	Paris
Country of Nationality	
France	

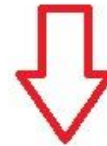




## User Manual Guide for eVisa Website



I HEREBY DECLARE THAT THE DETAILS FURNISHED ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF




 SAVE

 EDIT

PREVIOUS

**AGREE &  
COMPLETE  
PAYMENT** >

 DISCARD




### 14. Payment

- After choosing the payment method you have selected in the review page; you will reach to the payment page as shown below in order for you to fill out your credit card details.

### Make Payment

**Amount: 463.44 SAR**

**Brand**

Visa 

**Card Number**

Card Number

**Expiry Date**


MM / YY

**Card holder**

Card holder

**CVV**

CVV

 **Pay now**



### 15. Confirmation Page

- If the Payment is successful, confirmation page will appear as shown below with your application number for your eVisa.

**Thank you for submitting the application request using our online service.**

Application reference number: 19052201410


You can track your application status through our portal.

Note: Approved visa will be notified by this email [no-reply@mofa.gov.sa](mailto:no-reply@mofa.gov.sa)



### 16. eVisa Form

- After the payment has been successfully completed, an Email will be sent from the Ministry of Foreign Affairs to the registered email account, In the Attachment will be the eVisa form ready to be downloaded.
- You can also download Your eVisa through the Portal as well in the Homepage of your eVisa application once your status is Granted.



وزارة الخارجية  
المملكة العربية السعودية  
MINISTRY OF FOREIGN AFFAIRS

Dear mohammed

mohammed عزيزي

We are glad to inform you that your application has been approved and your e-visa No. 6064582038 has been issued .Please find attached the e-visa ready to be downloaded

يسعدنا إبلاغك بأنه قد تمت الموافقة على طلبك وتم إصدار التأشيرة الإلكترونية رقم 6064582038  
يرجى تحميل المرفق.

With compliments from the Ministry of Foreign Affairs  
[www.mofa.gov.sa](http://www.mofa.gov.sa)


مع تحيات وزارة الخارجية  
[www.mofa.gov.sa](http://www.mofa.gov.sa)

Discover Saudi amazing places by visiting  
[www.sauditourism.sa](http://www.sauditourism.sa)

اكتشف السعودية من خلال زيارة الموقع الإلكتروني  
[www.sauditourism.sa](http://www.sauditourism.sa)

We wish you a pleasant stay in Saudi Arabia

نتمنى لكم إقامة سعيدة في المملكة العربية السعودية



PDF mohammed alsohee...



~~~~The End~~~~