

Procedure for Obtaining a Visa

Culture and History: Understanding the Arab World 2013

Students from the United States or Western Europe

In one envelope, submit the following to the Jordanian consulate at the address below:

- Original passport, which has to be valid for at least six months.
- Completed Visa Application, Form “A” (enclosed in this packet)
- Money order for \$37.50, payable to the Embassy of the Hashemite Kingdom of Jordan.
- The enclosed letter from Director Mark Blacher to the consulate, explaining your participation in this program.
- A self-addressed express envelope with postage to return your passport to you. Please do not use Fed Ex.

Non-US citizens residing in the United States

Check with the Jordanian consulate in Washington D. C. to find out what steps you need to take to obtain a visa. Information can be found on their website at: <http://www.jordanembassyus.org/new/consular/visas.shtml>.

- Make sure when you do apply, that you include the enclosed letter from Director Mark Blacher to the consulate, explaining your participation in this program.

Non-US citizens residing outside of the United States

Check with the Jordanian embassy or consulate in your home country to determine the steps you need to take to obtain a visa.

- Make sure when you do apply, that you include the enclosed letter from Director Mark Blacher to the consulate, explaining your participation in this program.

Remember

- Only Money orders are accepted.
- Visa processing takes approximately (5) business days for U. S. Citizens.
- When sending your passport and applications to the consulate, make sure to get a tracking number.

Submit visa application and corresponding materials to the following address:

**Consular Section
Embassy of the Hashemite Kingdom of Jordan
3504 International Dr., NW
Washington, D.C. 20008
202-966-2664**

If you have questions about your application, call the Consul Section for the Jordanian embassy in Washington, D.C. at 202-966-2664, x104.

COLUMBIA UNIVERSITY

IN THE CITY OF NEW YORK

SCHOOL OF CONTINUING EDUCATION

March 7, 2013

Consular Section
Embassy of the Hashemite Kingdom of Jordan
3504 International Dr., NW
Washington, D.C. 20008

To whom it may concern:

The student presenting this letter along with his or her visa application has been accepted to participate in a pre-college program, which is being held at King's Academy in Manja, Madaba, Jordan from June 27 through July 13, 2013. This program, entitled Culture and History: Understanding the Arab World, is offered through Columbia University's Summer Programs for High School Students, in New York City in the United States.

During the course of the program in Jordan, students will undertake study at King's Academy, and travel to see several of Jordan's historic sites, such as Petra, the Roman ruins in Jerash, and Kerak. For more information on the program, please see:
<http://ce.columbia.edu/high-school/middle-east>

If you have any questions, please do not hesitate to call. Your time and assistance in securing our students' visa is highly appreciated.

Sincerely,



Mark Blacher
Director
Secondary School Programs
School of Continuing Education
Columbia University

Tel: (212) 854-3525

Fax: (212) 854-7077



Attach Recent
Photograph
Here

Embassy of the Hashemite Kingdom of Jordan
3504 International Drive, NW
Washington, D.C. 20008

Visa Application (Form A)

First Name: _____ Middle Initial: _____ Last Name: _____
Birth Date: _____ Passport No: _____
Birth Place: _____ Place issued: _____
Citizenship: _____ Date Issued: _____
Original Nationality: _____ Occupation: _____
Address: _____

Phone No: (H) _____ Phone No: (W) _____
E-mail: _____
Purpose of Trip: _____
Port of entry: _____
Expected date of Departure from The US: _____
Expected date of arrival in Jordan: _____

Requirements (Please submit the following):-

- 1) Your Original passport which has to be valid for more than six months from the date we issue the visa and must have a blank page to be stamped with the visa.
- 2) The Consular fees as of January 1st 2012 (payment must be by money order only with your name, address and phone number, payable to the Embassy of Jordan):
 - a) For single entry visa valid **for 1 month** from date of issue: **(\$37.50)**
 - b) For multiple entries visa valid **for 6 months** from the date of issue: **(\$97.50)**
- 3) For business trips, a letter from employer stating the purpose of trip.
- 4) For Diplomatic or Official visas (No Fee) a letter of request from your department.
- 5) Visa processing takes approximately up to (5) business days for U.S. Citizens.
 - Enclose a self-addressed Express envelope with postage to return your Passport(s) you can use (Express or UPS) mail, **please don't use (Fed-Ex) mail.**
 - No more than (2) passports per envelope.

WE WILL NOT BE RESPONSBLE FOR ANY LOSS THAT MAY OCCUR DURING PROCESSING.

Office Hours: From (10:00) a.m. to (2:00) p.m. Monday through Friday

Note:

- Visa fees are not refundable
- U.S. re-entry permits are not acceptable for travel to Jordan
- Citizens of the United States, Mexico, South America, and the countries of Western Europe could be issued visas upon arrival at the airport in Amman-Jordan.

I certify that all the statements given by me are truthful, and I am aware of all regulations stated above.

Signature: _____ Date: _____