**VISA PROCEDURES – EXTENSION - Single / Family \* Rev. 07/2017**

\* **Please note: If family joins, the documents needed are as mentioned in items 1, 2.I, 3, 4, 5, 6, and 8** for each family member.  
Birth and Marriage (if married) certificates with Apostillestamp **are required for each family   
member.)**

1. Valid Passport \*

2. A letter from the hosting department stating:

   I. Candidate's name along with degree, Passport # (of all family members, if applicable)\*

   II. How long he will be staying in Israel.

   III. Academic plan of research/studies, curriculum if relevant.

   IV. If a scholarship is granted, please indicate the amount and for how long it will be in effect.

V. If any other means of support are granted, please indicate the amount and for how long it   
 will be in effect.

3. Forms to be filled out by each applicant are attached \*

4. Copy of birth certificate with Apostille stamp\*

5. All means of support (if family,for all the family);

Scholarship or any other is granted, as mention in the hosting department letter.

Scholarship or any other is granted from other resources - please provide proof. If personal means of support (i.e Family support from abroad) will be used, please provide proof (i.e bank statements). For each source, please indicate the amount and for how long it will be in effect and please provide proof.

6. Proof of completion of last year studies (in Bar Ilan Univ.), proof of enrollment, and proof of paid tuition for next academic year.

8. The fee for Multiple Visa is 350NIS; the fee for a Single Entry Visa is 175 NIS per applicant. Submit all fees in exact change please.

Please submit all of the above to **Ms. Iris Goldwirth**, (Bldg. 402, Rm.12)

At the Academic Secretariat office.

Tel: 03-531-7729

Email: [iris.goldwirth@biu.ac.il](mailto:iris.goldwirth@biu.ac.il)

**Please Note: Visa processing may take up to 30 business days.**