Apply for Your Ghanaian Visa

Document Checklist to Obtain a Visa (Accra)

A. Valid Passport AND a copy of signature and bio page
   • Your passport must be valid at least 6 months BEYOND your date of departure and have at least two blank visa pages.
   • You must surrender your passport for the duration of the application process.
   • Your passport MUST be signed or the consulate will reject your application.

B. Proof of legal status AND a copy
   • If you are not applying from your country of citizenship:
     o Original and copy of visa or residence permit for country in which you are applying, i.e.
     o I-20 and F-1 visa or US permanent resident card for non-US citizens applying from the US; Spanish student visa for any student applying in Spain, etc.
   • NOT required for US citizens applying in the US.

C. Copy of Student or State ID
   • You must submit whichever ID shows proof of residence in the consulate’s jurisdiction.
   • This ID should match the address you put in your visa application! (i.e. if your application is for the Ghanaian Consulate in New York and you are an NYU Student, your NYU Student ID suffices for this requirement as proof of residence in the New York Jurisdiction).

D. One fully completed visa application form
   • If applying in New York, the consulate uses an Online Application Form. Please refer to our Sample Online Application Guide to help you complete the form. The Embassy in Washington DC uses an Online Application Form as well.
   • If you are applying at the Consulate in Houston or a consulate outside the US that requires the paper application, please follow our Paper Sample Application Guide.

E. Two recent passport-size photos
   • You can have this taken at the StudentLink Center ($10 for two photos) or at places such as CVS and Walgreens.
   • Do not attempt to take/print your own “passport-style photo.” It never works. This photo does NOT need to match the photo in your passport.

F. Roundtrip Flight Itinerary
   • The itinerary MUST have your name on it.
   • The itinerary MUST be confirmed.
   • If you do not yet have a confirmed ticket, please follow our instructions to obtain a temporary reserved itinerary via Egencia.
   • The consulate may not accept this temporary reservation. In this case you will need to purchase a ticket.
G. **Yellow Fever Vaccination Certificate AND a copy**
   - You should get your vaccination 8-12 weeks prior to travel and must have it prior to applying for your visa
     - You can visit [NYU Travel Medicine Services](#) to obtain this, or any local travel clinic or doctor's office that offers this vaccine.

H. **OGS Support Letter Packet**
   - NYU OGS will email this to you. Please print it for your visa application.
     - This packet includes:
       - Official acceptance letter from NYU Accra
       - Official acceptance letter from OGS

I. **Statement of financial means AND a copy**
   - Bank statement or letter from your bank indicating how much money is available to you for your travels.

J. **Payment for the visa fee**
   - Please refer to the [consulate's website](#) for fee amount.
   - We always recommend students apply for the Multiple Entry visa which, as of April 2021, costs $100 (or $130 for mail submission) at the Ghanaian Consulate in New York.
   - The Ghanaian Consulate in New York accepts a money order or debit card payment if applying in person.
   - If applying by mail, a [money order](#) is the only accepted method of payment (do NOT send cash or a personal check). Money orders should be made out to “The Mission of Ghana.”

K. **Self-addressed prepaid envelope**
   - Only required if you are not able to pick up your passport/visa in person.
   - Can be obtained from USPS, UPS, FedEx, etc. Must have a tracking number (take note of this before submitting it).
   - Note that we recommend collecting your documents in person whenever possible to minimize risk of loss or delay.
     - Please note: Due to COVID-19, all visa applications must be submitted and returned via mail.

L. **And additional documents specified by the consulate’s website**
   - All consulates operate autonomously and reserve the right to request any materials they deem necessary to evaluate your visa application.
   - Check your consulate’s website. If you show up to your appointment without all of the required materials, your application may be rejected and you will need to submit a new one.