

# Electronic Travel Authorization Request User Manual



The screenshot displays the 'NEPALI PORT DEPARTMENT OF IMMIGRATION' website interface. At the top center is the logo featuring a globe and an airplane. Below the logo, the text 'AVAILABLE SERVICES' is centered. The services are organized into a grid of 16 cards, each with an icon, a title, a brief description, and a primary action button. The services include: Visa Pre-Arrival (Apply for Visa online before arriving in Nepal), Visa On-arrival (Apply for Visa at Terminal after arriving in Nepal), Visa From Nepalese Mission (Apply for Visa at Embassy/Mission/Consulate), Visa Extension (Extend the current visa), Visa Conversion (Convert one type of Visa to another), Visa Transfer (Transfer visa to another another passport,Id,etc.), Arrival/Departure Certification (Certify for Arrival/Departure), Non Visa Arrival/Departure Ce... (Certify for Non Visa Arrival/Departure), Entry Visa (Apply for Entry Tourist Visa), Visa Plan Upgrade (Upgrade visa plan to SRE/MRE), Visa Application Track (Track your visa application), Check Visa (Check visa issued by Nepal), Check Trekking Permit (Check trekking permit issued by Nepal), Trekking Agency (Apply for Trekking Agency), Individual Trekking Permit (Apply for individual trekking permit request), and Electronic Travel Authorization (Apply for ETA online before arriving in Nepal). At the bottom of the screenshot, contact information (www.immigration.gov.np, info@immigration.gov.np) and the developer (Department of Immigration, Nepal) are listed.

from

## Nepali Port Web application



# DEPARTMENT OF IMMIGRATION

KALIKASTHAN, KATHMANDU NEPAL

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# 1. Method to open an Online Visa Application portal:

→ Open the URL below in any web browser,

<https://nepaliport.immigration.gov.np/>

The screenshot displays the NEPALIPORT DEPARTMENT OF IMMIGRATION website. At the top, the logo features a globe and the text 'NEPALIPORT DEPARTMENT OF IMMIGRATION'. Below the logo, the heading 'AVAILABLE SERVICES' is centered. The services are organized into a grid of 16 cards, each with an icon, a title, a subtitle, and a brief description. The 'Electronic Travel Authorization' card, located in the bottom right corner, is highlighted with a red rectangular border. A red arrow points from the 'Individual Trekking Permit' card to the 'Electronic Travel Authorization' card. The footer of the page includes the website URL 'www.immigration.gov.np', the email 'info@immigration.gov.np', and the text 'Developed by Department of Immigration, Nepal'.

Service	Description
Visa Pre-Arrival	Before arriving in Nepal
Visa On-arrival	After arriving in Nepal
Visa From Nepalese Mission	Visa application at Diplomatic Mission
Visa Extension	Extending current visa
Visa Conversion	Converting to another visa type
Visa Transfer	Transferring visa to another document
Arrival/Departure Certification	Arrival/Departure certification
Non Visa Arrival/Departure Certification	Non Visa Arrival/Departure certification
Entry Visa	Entry Tourist Visa
Visa Plan Upgrade	Visa Plan Upgrade
Visa Application Track	To track visa application
Check Visa	To check visa issued by Nepal
Check Trekking Permit	To check trekking permit issued by Nepal
Trekking Agency	Trekking Agency Portal
Individual Trekking Permit	Apply for individual trekking permit request
Electronic Travel Authorization	Visa application for ETA

→ Select Electronic Travel Authorization from the given list.

→ New page with input fields will appear on the screen.



**Electronic Travel Authorization**  
Department Of Immigration, Kathmandu

Select Language \*  
English

Select country (Your passport issuing country) \*

Select Visa Type \*  
Tourist Visa

Passport No. \*

Date of Birth (AD) \*  
Day Month Year

Required.

PROCEED

Developed by Department of Immigration, Nepal

- Fill the details as per the requirement and click on proceed button.
- After Clicking in the **PROCEED** button the following form will appear on the screen.

**Tourist Visa Application**

**Personal Info**

The international payment facility is currently unavailable and will be provisioned in the near future. In the meantime, please pay the visa fee through any bank or wallet service in Nepal.

Full Name \*  
My Name

Country \*  
Netherlands

Gender \*  
Male

Date of Birth (AD) \*  
01 JAN 2005

Occupation \*  
Professor

Address of Netherlands \*  
Amsterdam

Contact Number of Netherlands \*  
+31 12345678

Email \*  
my\_email@email.com

User Photo (Passport Size) \*  
clipboard\_...f3a15a.png (401.7 kB)

**Passport Details**

Passport Type \*  
Ordinary

Passport No. \*  
1234567112

Passport Validity  
06 JUN 2034

Passport Scanned Copy \*  
passport-image.jpeg (204.7 kB)

I have passport of another country as well

BACK PROCEED

- Fill the personal details as asked in the text box and passport details accordingly, upload profile image and passport image and Click on the **PROCEED** button.
- Visa options page will appear on the screen.


## 2. Visa category selection:

The screenshot shows a web form titled "Select Staying Days". It contains several sections:

- Visa option:** A blue bar at the top indicates "Your visa cost is USD(\$) 50". Below it, there are two dropdown menus: "Visa option" (set to "30 DAYS") and "Purpose Of Visa" (set to "Official").
- Address In Nepal:** Two input fields: "Address/Hotel" (containing "wee") and "Contact Number of Nepal (Optional)" (containing "9800000000000000").
- Check only if applicable (Optional):** Three checkboxes: "I have recommendation letter for free visa", "I want to apply for NRN tourist gratis entry visa", and "I am accompanied by somebody". All are currently unchecked.
- Buttons:** "BACK" (red) and "PROCEED" (blue) buttons are located at the bottom right.

- Select your preferred visa option, purpose of visa and type address in Nepal or hotel address and contact number (optional).
- Then click on the **PROCEED** button.
- You will be redirected to confirmation page.

### 3. Confirmation page:


30 DAYS Tourist Visa 

Dear My Name , please confirm your information:


**📄 Visa Details**


Visa Type Tourist Visa	Visa Duration 30 Days	Visa Cost(USD) \$ 50	Purpose Of Visa Official
Address in Nepal wee	Contact Number of Nepal (Optional) N/A		

**👤 Personal Details**

Full Name My Name	Country Netherlands	Date Of Birth (Year) 2005-01-01	
Gender Male	Occupation Professor	Address of Netherlands Amsterdam	Contact Number of Netherlands +31 12345678
Email (Optional) my_email@email.com			

**📄 Passport Details**


Passport Type Ordinary	Passport No. 1234567T12	Passport Validity 2034-06-06	
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**BACK** **CONFIRM**

→ Confirm all the details and click on the **SUBMIT** button. Otherwise click on the **BACK** button to edit the details.

After successful registration of the application to the particular Nepalese diplomatic mission, Message “*Your application has been submitted successfully !*” is displayed with a submission id starting with an ‘Z’ letter.


 Your application has been submitted successfully!

 **Department of Immigration**  
Kalkasthan, Dillibazar, Kathmandu  
+977-01-4429659, 4429660  
[info@immigration.gov.np](mailto:info@immigration.gov.np)



Tourist Visa Application Form

Submission Id:	Z1842184
Full Name	My Name
Date of Birth	2005-01-01
Country	Netherlands
Passport Number	1234567T12
Passport Validity Date	2034-06-06
Applied Date & Time	2024-02-08 21:24:06
Visa Duration(Days)	30
Total cost(\$)	50



**PRINT** **DOWNLOAD** **DONE**

#### 4. Print/Download/Apply Again page:

- Print or Download the generated slip or take a screenshot of the page.
- Click **Apply Again** if you want to apply for your relative/others.

#### 5. Application Status Tracking:

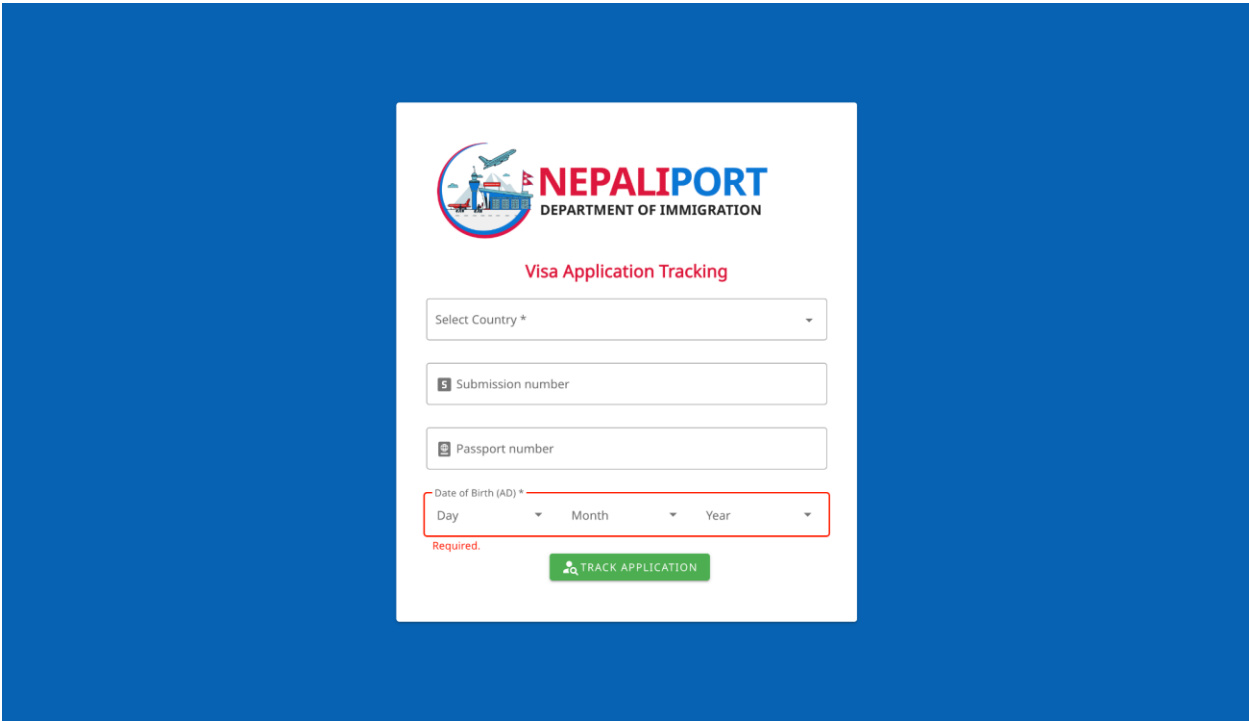
- You can track your application status.

The screenshot displays the 'NEPALI PORT DEPARTMENT OF IMMIGRATION' website interface. Under the heading 'AVAILABLE SERVICES', there is a grid of 16 service cards. The 'Visa Application Track' card, located in the third row, second column, is highlighted with a red border and a red arrow pointing to it. The card contains the following text: 'Visa Application Track', 'To track visa application', and 'Track your visa application'. Other services include Visa Pre-Arrival, Visa On-arrival, Visa From Nepalese Mission, Visa Extension, Visa Conversion, Visa Transfer, Arrival/Departure Certification, Non Visa Arrival/Departure Certification, Entry Visa, Visa Plan Upgrade, Check Visa, Check Trekking Permit, Trekking Agency, Individual Trekking Permit, and Electronic Travel Authorization.

www.immigration.gov.np | info@immigration.gov.np

Developed by Department of Immigration, Nepal

- Select Visa Application Track to track your application.



→ Provide Country Name, Submission number, Passport number, Date of Birth and Click Track application.





→ If entered details are correct then the application status appears on the screen.

## 6. Payment Details:

After your application is verified you will receive mail for payment.


**Government of Nepal**  
**Ministry of Home Affairs**  
**Department of Immigration, Nepal (Nepaliport)**

Dear SDSA,  
Your visa application form has been verified. Please pay \$ 50 online or to the mentioned bank.

[View Application Track & Pay Online](#)

Please visit Department of Immigration with your original Passport/Document to receive Visa

[Download Voucher](#)



Regards,  
Department of Immigration  
Kathmandu Nepal  
Contact: +977-01-4529659, 4429660  
Email: [info@immigration.gov.np](mailto:info@immigration.gov.np)  
Website: [www.immigration.gov.np](http://www.immigration.gov.np)

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→ Select “View application Track and Pay online” to view the application track and pay online (Now only available in Nepali Banking System) using mobile banking or available payment gateways.

**भौचर विवरण**

आर्थिक वर्ष: 2080/81  
कारोबार सङ्केत: 2080-7530716  
मिति: 2024-02-08 2080/10/25  
कार्यालय: 314033501-अध्यागमन विभाग  
बैंक: 11019-ग्लोबल आइएमडि बैंक लि.

**भुक्तानी कर्ताको विवरण**

पान नं: SDSA  
नाम: SDSA  
ठेगाना: sdda  
फोन नम्बर: 21321241

भौचर नं	शिर्षक विवरण	बापत	रकम	आय वर्ष	श्रोतमा करकट्टी
59541149	भिसाशुल्क	Tourist Visa conversion Z1836826 for 30 days , \$ 50 with conversion rate of 132.46 for passport number 1412432112	6623	2080/81	होईन
		<b>जम्मा</b>	<b>6623</b>		

रकम भुक्तानी गर्ने विकल्प छान्नुहोस:



रकम भुक्तानी गर्नुहोस

क्यान्सल गर्नुहोस

RevenuePay © FCGO 2021

सम्पर्क: महालेखा नियन्त्रक कार्यालय, अनामनगर, काठमाडौं, नेपाल, इमेल : [rmis.support@fcgo.gov.np](mailto:rmis.support@fcgo.gov.np)Developed By: [SimplySoft](#)

→ Use Preferred payment gateway and proceed payment.

**Important Information regarding payment Method:**

- For now, payment for e-visa can be done only by using Nepalese Payment channel (Mobile Banking App, Connect IPS, E-sewa, Khalti).
- So please proceed if you are able to pay visa fee through Nepali payment channels.
- or Visa fee payment can be done by the relatives/travel agents (by sending QR code or Vaucher Number to them) in Nepal.

Sorry for your inconvenience.