

Overseas Student

Visa Extension

Contact the Office of Internationalization (OI) in room 115 **two (2) weeks** before visa expiration date

Required documents:

- Fill out Visa Service Form
- Copy of passport, visa & departure card
- Copy of receipt (for tuition/fees)
- Copy of grade report
- Copy of student I.D. card
- One photo (1.5 inch size)
- Fill out the Form for Visa Extension (TM.7)
- Letter for Visa Extension from PYU
- Visa extension fee is 1,900 Baht (per person)--pay at Chiang Mai Immigration

For students with family/dependents:

- Copy of Marriage Certificate and Copy of Birth Certificate for children notarized by the Consulate or Embassy of your home country
- Fill out Request Form for Dependent Family
- Fill out the Form for Visa Extension (TM.7)
- Recommendation letter for student's family from PYU

Once all of the required documents have been completed and submitted to the OI, please allow **at least 7 days** for your package to be completed.

Once your package is ready, the overseas student (and family, if applicable) will need to take the paperwork to the Chiang Mai Immigration Office, Monday – Friday, 08:00-12:00 and 13:00-15:30. **Note:** There are 50 queues per day; students must pick-up a queue number at immigration in the very early morning (e.g., 5:00 am preferable).

Re-Entry

- Fill out Form for re-entry (TM.8)
- One photo 1.5 inch size
- Copy of passport, visa & departure card
- Single-entry 1,000 Baht
- Multiple-entry 3,800 Baht

90-day Notification

- Fill out Form of Notification for staying longer than 90 days (TM.47)
- Copy of passport, visa & departure card
- Note:** Students must contact Chiang Mai Immigration Office every 90 days

Once your paperwork is ready, the overseas student (and family, if applicable) will have to visit in-person the Chiang Mai Immigration Office, Monday – Friday, 08:00-12:00 and 13:00-15:30.

Questions: Feel free to contact the staff of the Office of Internationalization (OI) if you are unsure of visa procedures. The primary POC is Ms. Malarin Noimanee (Khun Ning), room 115. You can also contact the Head of International Campus Life, Ms. Melissa Stroud, in room 103.