



Visa instructions

The following information is the most up to date.

Step 1

Open the visa [website](#) and click Visa Application and then New Application.

Enter your passport information and select a security question and press Start New Application button. The system will give you an Application ID number. Save this so you can use later if you need to. Press Proceed to next step button.

Step 2

The first section is your personal information including name, date of birth, nationality and residency.

Add your details here and when completed press the **Save and continue** button.

Step 3

This section relates to your contact details, address and employment.

Add your details and press the Save and continue button.

Step 4

This section relates to your passport, and if married, your spouse.

For Passport Type – select Ordinary from the drop-down menu

Add your details and press the Save and continue button.



Step 5

This section relates specifically to your travel information.

For Country you are applying from select the country you are applying from in the drop-down menu.

For Nearest embassy to handle your application, choose the location in your country from the drop-down menu.

For Type of visa requested, select Ordinary visa from the drop-down menu.

For the Purpose of your visit select Tourism from the drop-down menu.

For the Travel plans section:

- a. Select Tanzania mainland if you are flying into Dar es Salaam, Arusha or Kilimanjaro. If you are first arriving into Zanzibar, then select Zanzibar.
- b. Select your mode of entry. If you:
 - » Are flying into Tanzania, then you will either fly into Kilimanjaro International Airport or Dar es Salaam International Airport. Arusha is a domestic airport and not an international airport which is why it's not listed as a point of entry into Tanzania.
 - » Are driving from Nairobi, Kenya to Arusha, Tanzania then pick Namanga town as the border town whereby you cross from Kenya to Tanzania.

For the Local host section:

- a. Select Company/Organisation from the drop-down menu
- b. For the Full name field of the company/organisation, if you are:
 - » Staying at The School of St Jude after arrival, then write The School of St Jude as the Company/Organisation, then insert the following information:

Contact Number: +255 758 305 776

Email: info@schoolofstjude.co.tz

Company Registration Number: I-NGO/R1/0031

Relationship: add Visitor

Physical Address: 40 School of St Jude Road, Arusha

- » If you are staying at hotel after arrival into Tanzania and then are going off on safari then please ask your tour operator for the details.

For the Accommodation section select Hotel from the drop-down menu and add either the physical address of The School of St Jude (if you are staying at St Jude's on your arrival) or the name of the hotel where you are staying after arrival into Tanzania as per your itinerary.

Do not press the 'resided countries' button but instead press the Save and continue button.

Step 6

This section is where you upload proof of identity.

Upload:

- c. Passport picture of yourself (max size allowed is 300kb which is less than 1/3MB)
- d. Copy of your passport biodata page (max size allowed is 300kb which is less than 1/3MB)
- e. Return flight ticket to prove you are leaving the country (max size allowed is 1MB)

Note that the above documents cannot be large in size, otherwise the website won't accept the document. If you don't know how to reduce the size of the document, then email your document to us, so we can help you reduce the size for you and send the document back to you for uploading into the website.

Once you have done this instead press the Save and continue button.

Step 7

This is where you can check all the information you have entered into your application. You can edit any errors you made here, by clicking on the small green Edit button at the top of each section.

Step 8

Read the Declaration Statement. Once you have done this, check the box at the bottom of the page that says Please indicate that you have read and understood the information provided here.

Press Save and continue.

Step 9

This section relates to your passport, and if married, your spouse.

For Passport Type – select Ordinary from the drop-down menu

Add your details and press the Save and continue button.

Step 10

If you want to proceed to payment, press the Pay Now button.

You will be taken to a screen for payment. This will start with nmbbank.gateway

If you are visiting Zanzibar, you will also need to purchase mandatory Inbound Travel Insurance from Zanzibar Insurance Corporation (ZIC), via their website [Visit Zanzibar](#). This insurance must be purchased at US\$44 per person online BEFORE arriving into Zanzibar. You can read the 2024 government advisory notice about this compulsory travel insurance [here](#) as well as some [FAQs](#) on what the coverage includes.