

GUIDELINES FOR ACQUISITION OF GHANA ENTRY VISA

HOW TO APPLY

Applicants are required to complete a VISA APPLICATION FORM obtainable online at www.ghc-ca.com under "Consular Matters". The form may also be obtained from the Ghana High Commission, Ottawa or the Consulate General, Toronto.

INSTRUCTIONS: COMPLETING & SUBMITTING APPLICATION

- (i) The Form must be completed in QUADRUPPLICATE (**Four copies**) and in **CAPITAL LETTERS** - attach scanned copy of the bio-data page of your passport to only one of the visa forms
- (ii) A VALID passport, i.e. at least six (6) months to date of expiration, with at least two (2) fresh pages available, must be submitted for the visa;
- (iii) Four (4) recent and identical colour passport-size photographs (size : 35 x 45 mm). Applicants must ensure that the pictures are clear, with plain white background;
- (iv) Full names, physical addresses (**not postal addresses**), email addresses and telephone numbers of two (2) references in Ghana should be stated on the form
- (v) Attach proof of Yellow Fever Immunization, and copy of travel itinerary;
- (vi) Attach Canadian resident or work permit, **if not a Canadian citizen.**
- (vii) Business and volunteer visa applicants must provide a letter of invitation and a Ghana Government issued Photo-ID of host or organisation in Ghana inviting you, including Resident Permit and bio-data page of passport of your host in Ghana if he/she is not a Ghanaian.
- (viii) Tourists must provide an invitation letter from the Ghanaian host and a Ghana Government issued Photo-ID. Non-Ghanaian host(s) should include copy of Resident Permit and bio-data page of passport; or proof of hotel reservation in Ghana covering the duration of stay in Ghana.
- (ix) Submit application at least five (5) days prior to departure
- (x) Applications submitted by post should include self-addressed return or registered envelopes with tracking number. Passports will be released to another person only if he/she has an authority note from the applicant, and his/her own ID.

- (xi) Visa Applications for minors (**children under 18 yrs**) must be accompanied by the application of his/her parent or guardian who must provide a letter of consent from the parent(s) of the child.
- (xii) Unaccompanied minors/minors on school trip or volunteer program must attach letter of consent from parents/legal guardian to their visa application.
- (xiii) **ANY INFORMATION STATED ON THE FORM AND SUBSEQUENTLY FOUND TO BE FALSE CAN LEAD TO REJECTION OF A VISA APPLICATION**

PLEASE NOTE:

CASH is not accepted under any circumstance.

Issuing of visas is based on completion of the Consulate's internal processes

Consular fees for the selected service should be paid in MONEY ORDER or BANKER'S DRAFT ONLY, made payable to "GHANA HIGH COMMISSION".

CONSULAR FEES PAID ARE NOT REFUNDABLE

VISA PROCESSING FEES:

PLEASE REFER TO CURRENT RATES AND FEES

THANK YOU FOR YOUR COOPERATION

GHANA HIGH COMMISSION

1 CLEMOW AVENUE, OTTAWA - ON, K1S 2A9

Tel: 613 – 236 - 0871, FAX: 613 – 236 - 0874

Email: ghanacom@ghc-ca.com, WEBSITE: www.ghc-ca.com

CONSULATE GENERAL OF GHANA - TORONTO

4665 YONGE STREET - SUITE 205, NORTH YORK – ON, M2N 0B4

Tel: 416 - 848 - 1014-6 Fax: 416 - 848 - 1017

Email: ghanaconsulate@rogers.com www.ghc-ca.com