



## Royal Thai Consulate Hull

### APPLYING FOR A NON-IMMIGRANT CATEGORY “O” VISA TO WORK AS A VOLUNTEER IN A SCHOOL

ALL INFORMATION PROVIDED IS ON THE BASIS THAT THE APPLICANT WILL  
BE APPLYING FOR THEIR VISA FROM THE ROYAL THAI CONSULATE AT HULL.

*PLEASE NOTE THAT THE ISSUING OF ALL NON-IMMIGRANT VISAS MUST BE AUTHORISED BY THE  
THAI IMMIGRATION AUTHORITY PRIOR TO BEING ISSUED AND THIS PROCESS CAN TAKE UP TO ONE WEEK.*

*WHEN WE RECEIVE AUTHORITY TO ISSUE THE VISA WE WILL CONTACT THE APPLICANT AND INFORM THEM. IT WILL  
THEN BE NECESSARY FOR THEM TO PROVIDE THEIR PASSPORT SO THAT THE VISA CAN BE AFFIXED TO A PAGE OF IT.*

The Non-Immigrant category ‘O’ visa is available to persons who are travelling to Thailand for the  
purpose of working as a volunteer with a school, college or university based in Thailand.

The visa is valid for three months from the date of issue and it allows a single stay for up to 90 days.

If wishing to remain in Thailand longer it will be necessary to visit a Thai Immigration Office near to where  
you will be staying in Thailand and request an extension of stay. The granting of an extension of stay  
will be solely at the discretion of Thai Immigration.

So that we can obtain authorisation from Thai Immigration to issue this visa it is necessary for the applicant  
to email to [enquiries@thaiconsul-uk.com](mailto:enquiries@thaiconsul-uk.com) scans of ALL the following documents:-

1. Page of your passport containing your photo and details. It must have minimum 6 months validity at the  
time of applying for the visa.
2. Completed **Hull** Visa Application Form **with two recent passport size photographs attached**.
3. Letter from school/college/university in Thailand **addressed to Royal Thai Consulate at Hull** and signed  
by the Principal confirming acceptance of the applicant as a volunteer worker.
4. Copy of school licence/registration documents (school must be authorised by the Thai Ministry of  
Education).
5. Copy of either: “**ACRO Police Certificate**” or “**Disclosure & Barring Service (DBS) Certificate**” which  
must be no more than 6 months old and must show that the applicant has:  
**NO RECORDED CONVICTIONS, REPRIMANDS, WARNINGS, CAUTIONS OR IMPENDING PROSECUTIONS.**  
**Certificate must be no more than 6 months old**

As soon as we receive authority to grant you the visa we will inform you and then you will need to  
provide us with your passport and the fee (£70) **in cash only** so that we can issue the visa  
and affix it to a page of your passport.

**WE RECOMMEND THAT ANY ITEMS POSTED TO US ARE SENT BY ROYAL MAIL SPECIAL DELIVERY**

ROYAL THAI CONSULATE, PRIORY COURT, SAXON WAY, HESSLE, EAST RIDING OF YORKSHIRE, HU13 9PB

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