



India Visa Experts

Independent India Visa & Immigration Consulting

FREE DOWNLOADABLE GUIDE

India Visa Extension

Document Checklist & Process Guide

Everything you need to prepare a visa extension through the e-FRRO portal. Eligible long-stay categories (such as Employment, Student and Medical) can usually be extended within India; tourist visas generally cannot. Always apply well before your permitted stay ends.

WHAT'S INSIDE

- Complete document checklist
- Common mistakes to avoid
- Step-by-step timeline
- Your readiness score
- Document specifications
- Why applications get delayed
- Pre-submission checklist
- FAQs & official resources

COMPLETE DOCUMENT CHECKLIST

- Valid passport with the current visa and any Residential Permit
- Recent passport-size photograph meeting the official specification
- Completed e-FRRO extension application
- Proof of residential address in India
- Purpose-specific supporting letter (employer, institution, or hospital)
- Evidence of continued eligibility (contract, enrolment, or treatment plan)
- Prior FRRO registration documents

DOCUMENT SPECIFICATIONS

- Passport: valid for at least 6 months beyond your intended stay, with at least two blank pages.
- Photograph: recent (within 6 months), roughly 2 x 2 inches (51 x 51 mm), full face, plain white/light background, no headgear except for religious reasons.
- Scans/uploads: clear, full-page, in focus, no glare or cropped edges; use the file type and size limits stated on the official portal.
- Foreign-language documents: provide a certified English translation; certain civil documents may require apostille or attestation.
- Consistency: names, dates and passport numbers must match exactly across every document.
- Supporting letter: must justify the extension and confirm the continuing purpose (ongoing employment, course, or treatment).
- Timing: apply well before expiry — ideally several weeks ahead — as approval is not guaranteed.

COMMON MISTAKES TO AVOID

- ⚠ Applying at the last minute and slipping into overstay before approval.
- ⚠ Trying to extend a tourist visa, which is generally not extendable.
- ⚠ Confusing visa validity with duration of stay — the earlier date governs.
- ⚠ Weak or missing supporting letter for the stated purpose.

EXPERT INSIGHT

Why applications are often delayed

Based on patterns we've observed across client cases:

- > The application is filed too close to the expiry date.
- > The supporting letter does not justify the continued stay.
- > Visa validity is confused with the permitted duration of stay.
- > Prior FRRO registration documents are missing.

PREPARATION TIMELINE

- 6–8 weeks before expiry**
Confirm eligibility and request the supporting letter.
- 4–5 weeks before**
Gather documents and verify your permitted-stay date.

- 3 3–4 weeks before**
Submit the e-FRRO extension application.
- 4 1–3 weeks before**
Track the outcome; respond to any query or appearance request.
- 5 After approval**
Note your new permitted stay and keep documents updated.

PRE-SUBMISSION CHECKLIST

Before you submit, verify each of these:

- ✓ You are applying well before your permitted stay ends.
- ✓ The supporting letter clearly justifies the extension.
- ✓ You have confirmed the correct duration-of-stay date.
- ✓ Prior registration / Residential Permit is attached.
- ✓ Passport and photograph meet the specifications.

YOUR READINESS SCORE

Tick each box — when all five are checked, you are ready to apply.

Extension Readiness Score

- ☐ Applying before permitted stay ends
- ☐ Eligibility for extension confirmed
- ☐ Supporting purpose letter ready
- ☐ Proof of address prepared
- ☐ Prior FRRO documents attached

FREQUENTLY ASKED QUESTIONS

Can I extend a tourist visa?

Generally no. Tourist visas are usually not extendable except in narrow, exceptional situations at the authorities' discretion.

How early should I apply?

As early as your documents allow — never on the final day. Approval takes time and is not guaranteed.

What if my visa expires before approval?

You may fall into overstay. Apply early; if you have already expired, seek advice about regularizing your status.

OFFICIAL GOVERNMENT RESOURCES

- **e-FRRO (official extension portal)**
<https://indianfrro.gov.in/frro>
- **Bureau of Immigration, India**
<https://boi.gov.in>
- **Ministry of Home Affairs**
<https://www.mha.gov.in>

Need your documents reviewed before submission?

Our team can sense-check your application before you file. India Visa Experts offers:

- ✓ Document review — a second pair of expert eyes on your full set
- ✓ Checklist verification — confirm nothing is missing or inconsistent
- ✓ Visa strategy guidance — making sure you are in the right category
- ✓ End-to-end application support — from paperwork to submission

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IMPORTANT — PLEASE READ

India Visa Experts is an independent private consultancy and is NOT affiliated with the Government of India, the Ministry of Home Affairs, the MEA, the Bureau of Immigration, or the FRRO. This checklist is general guidance only, is not legal advice, and can go out of date. Requirements, fees and processing times are set by the authorities and change — always verify against the official sources listed before you apply.