

At this time VIP services is not able to assist in the pre-enrollment process or the visa issuance process and the applicant should contact the Embassy for assistance.

Note: Allow the scanned files of **passport, airfare ticket** and **hotel reservation** (not required) before starting Pre-enrolment online process.

The visa applicant has the opportunity to be pre-enroled **online**

and to be enroled at **Consulate of Senegal Washington 2031 Florida Avenue North West Washington D.C. 20009** .

Case 1: Pre-enrolment online [HERE](#)

- I- Socio-biographical information
- II- Download the required documents
- III-Travel information and contacts



Case 2: Enrolment at the Consulate or Embassy

•After Pre-enrolment and online payment the visa applicant goes to:

Consulate of Senegal Washington 2031 Florida Avenue North West Washington D.C. 20009

Tel: +1 202 234 05 40 / +1 202 234 05 41 -- Fax: +1 202 629 29 61

fills out the form on site and is enrolled. The consular officer shall issue a receipt and an appointment for the removal of visa .



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USA
Washington

Biome

PROCEDURE

Note : To avoid the queues at the **Dakar Leopold Sedar Senghor International Airport**, it is **HIGHLY recommended to get a Visa for Diplomatic Representation in your geographical area.**

Step 1 : Pre-enrolment

Step 2 : Payment

Step 3 : Enrolment at the Consulate or at the airport

Step 4 : Deliverance - Removing the visa

NEW BIOMETRIC VISA GUIDANCE NOTES

1 - INTRODUCTION:

The visa application is compulsory for all countries wishing to travel to Senegal from 1st July 2013 (except nationals from ECOWAS countries: Benin, Burkina Faso, Cape Verde, Gambia, Ghana, Guinea, Guinea-Bissau, Ivory Coast, Liberia, Mali, Niger, Nigeria, Sierra Leone, Togo). All information related to the visa application process is available on the following website: <http://www.snedai.sn/paiement/>.

A phone line is available 24/7 for all information about the visa application process and to help solve of all kinds of technical problems online.

2 - PAYMENT

The visa fee is €50 (excluding processing fees) for and entry and stay of between 1 to 90 days.

The applicant pays the visa fee online with a valid bank card (Visa, MasterCard, etc.).

The visa applicant has the option to pay online and then complete the biometric enrolment at a Senegalese Embassy /Consulate listed below (if he/she doesn't have the possibility to upload the requested supporting documents)

List of Senegalese Embassies /Consulates in the countries below where onsite biometric enrolment service is available

Belgium

Cameroun

China

France

Gambia

Germany

India

Italy

Mauritania

Russia

South Africa

Spain

United States

Case 1: Payment on the website at the time of pre-enrolment online with a Visa card or MasterCard. When payment is made for biometric visa, the applicant will receive two (2) messages. A first snapshot mail is sent to you (with an attachment that displays the unique, personal code / proof of payment). The second email is the "pre-visa" (approval or rejection from the competent authority)

Case 2: Payment of fees at the airport at the cash Ecobank Office which is installed close to

Other payment methods will be defined later (cash, bank transfer ...)

Examples of special mission would be: a group of people attending a seminar, attending an international conference, travelling with a national sport team, etc...

3 – MAKING AN APPLICATION

The visa applicant has the choice to be biometrically pre-enrolled online or at a Senegalese Embassy or Consulate (See above list of Senegalese Embassies/Consulates where onsite biometric enrolment service is available).

Case 1: Pre-enrolment online

After making the payment online, the applicants fill out an application form available online then attaches/uploads all required documentation and send the request by clicking on "Submit".

Case 2: Pre-enrolment at a Senegalese Embassy/Consulate (See above list of Senegalese Embassies/Consulates where onsite biometric enrolment service is available)

After making an online payment, the visa applicant will need to visit a Senegalese Embassy or Consulate with the receipt of payment, fill out the paper application form on site and make a biometric enrolment. The consular officer shall provide the visa applicant with a receipt and an appointment for the collection of the visa/passport.

4 – EMAILS CONFIRMATION (IF PRE-ENROLED ONLINE)

When the online application form is submitted, the visa applicant will receive two emails:

- An e-mail confirmation with an attachment that displays the unique, personal code / proof of payment)
- An e-mail with the "Permission to disembark at Dakar International Airport"

5 – BIOMETRIC ENROLMENT AT A SENEGALESE EMBASSY / CONSULATE

The applicant visits a Senegalese Embassy or Consulate for enlistment (highly recommended), equipped with the required documents (listed below)

The applicant goes to the Senegalese Embassy / Consulate with the "Permission to disembark" email confirmation to be biometrically enrolled. Once there, the bar code is scanned and the data of the applicant appear on the computer system. The enrolment of the applicant will be to register their biometric data at the end of which a receipt is issued for the collection of the visa/passport within 48 hours.

The receipt the enrolment contains the following:

- Place, date and time of recording of the biometric data
- Information on the identity of the applicant (name, date of birth, Passport number etc.)

6 - BIOMETRIC ENROLMENT AT THE AIRPORT

The applicant travels with the "Permission to disembark" email confirmation and, upon arrival at the airport in Senegal, he will be directed to the "Visa Airport Office" area where his biometric data will be taken then the visa will be printed on the spot and affixed to the

7 - ISSUING THE VISA

The visa application is processed within 48 hours after enrolment. The applicant will visit personally a Senegalese Embassy / Consulate with the emails confirmation of enrolment and payment for the collection of his visa.

8 – OTHER INFORMATION:

- Enrolment (the fingerprinting and photo) is required for each visa application, even if the applicant has already obtained several Senegal visas.
- It is possible to send someone get a visa upon presentation of the original copy of the receipt of enrolment, a power of attorney signed by the applicant and a photocopy of his ID.
- In special cases (with physical disabilities and / or people with no fingerprints), a medical certificate is required.
- The biometric visa requires the physical presence of the applicant. The fingerprinting is mandatory for all except children under 12 years, however their presence will still be required.
- For foreigners living or settled in Senegal, the introduction of new biometric visa does not change the existing procedure. Indeed, for all foreign holder of Senegalese identity card for foreigners, it is possible to obtain a return visa at the DPETV.

9 - DOCUMENTS:

- 1 - The original receipt of payment of visa fee (€50)
- 2 - A visa application form duly completed and signed by the person
- 3 - A photo ID
- 4 - A passport valid for at least six months + a photocopy of the first five pages
- 5 - The travel to / or a detailed proof of booking airfare
- 6 - Hotel reservation or accommodation certificate or invitation letter

10 - CHILDREN:

- A signed and notarized parental consent if the parent is a minor traveling alone
- The original receipt of payment of visa fee (€50)
- A visa application form duly completed and signed by the person
- A photo ID
- A passport valid for at least six months
- Photocopies of the first five pages of the passport/travel document
- The travel to / or a detailed proof of booking airfare
- Hotel reservation or accommodation certificate or invitation letter

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