

## FAQ

### VISA FAQ

Can I get a refund of my visa application fee?

The money that you paid is an application fee. Every applicant is subject to this fee. This fee is non-refundable and will not be returned if you fail to establish that you qualify for a Nigerian visa. The Embassy has no authority to refund an application fee. If you plan to reapply for a visa here or elsewhere, you will be required to pay the visa fee every time you apply.

Why wasn't I informed when I contacted the Embassy that I would not get a visa?

Every application for a visa is based on its own merits. By e-mail, telephone or in person, it is only possible to give general information regarding the visa application process and suggest the types of documents that might help you to demonstrate your eligibility for the visa. The Embassy cannot pre-adjudicate visa cases by e-mail, telephone or in person. The visa application instructions clearly state that there is no guarantee that you will receive a Nigerian visa if you choose to apply.

What do I do if my passport gets missing with a valid Nigerian visa inside?

A new application for visa would need to be submitted with the new passport, appropriate visa fees, a police report and other required documents.

Do I need to come personally to Hungary to apply for a visa?

We expect all visa applicants to submit their visa application personally. Please note that we do not accept visa applications sent through courier services(DHL, UPS, FEDEX Post etc). If unable to submit in person, you can send your complete application either through a visa agent or family member/friend/colleague.

I am a Hungarian national working and residing in the UK. While on holiday in Hungary, can I apply for a Nigerian visa in Hungary?

You need to apply for your visa at the Nigerian High Commission in London. All applicants are generally advised to apply for visa where they are mostly resident regardless of their nationality and where they can demonstrate the strongest ties.

What do you mean by Bank evidence of fund?

This is simply a letter from your bank confirming that you have sufficient funds in your bank account to fund your trip. If going on a company sponsored trip, it is enough if this information is indicated in the letter to the Embassy.

My passport expired but the Nigerian visa in it is still valid. Do I need to apply for a new visa?

No. If your visa is still valid you can travel to Nigeria with your two passports (old and new). You should ensure that the name, nationality and other personal data are the same in both passports. If there was a name change as a result of marriage or other reasons, please have supporting documents (eg marriage certificate) to back up your claim.

What do you mean by evidence of current employment status?

This is simply a letter from your present employer/company confirming that you are currently employed. The letter should indicate your current position, how long you have worked at the company and that you will return to your position after your trip.

When is the best time to apply for a Nigerian visa?

Visa applicants can apply for a Nigerian visa two months from the proposed date of travel. The processing of visa takes between 7-21 working days if all required documents are submitted.

Is it compulsory to purchase my flight ticket before applying for a Nigerian visa?

Visa applicants are only required to submit a flight reservation. Applicants are advised not to purchase their flight tickets before applying for a visa. The purchase of a flight ticket does not guarantee a visa will be issued nor will the Embassy refund the ticket if visa is not issued.

Can I apply for an extension of visa at the Embassy?

If unable to use visa during the validity period, you will have to apply for a new visa. Visa extension is not possible at the Embassy.

I am a Hungarian citizen living and working in Italy. Considering the visa processing time is shorter Hungary than at the Nigerian Embassy in Italy, can I apply for a Nigerian visa at the Embassy in Budapest?

Visa applicants are advised to apply for a visa at a Nigerian Embassy where they work and reside i.e where they can demonstrate the strongest ties. We advise applicants not to decide where to apply based on convenience.

Can I apply for an extension of visa while in Nigeria?

The Nigerian Immigration Office in Nigeria can extend your visa if there is a need. A request for visa extension can be submitted at any office of the Nigerian Immigration and after approval, your visa will be extended.

My supporting documents are not in English. Can I still submit it with my visa application? All supporting documents not in English are required to be translated into English before it is submitted to the Embassy. College/University Diplomas will also need to be authenticated by the Foreign Ministry in your home country. Bank Statements do not need to be translated. However, if you obtain a letter from the Bank showing evidence of funds, it should be in English.

Can I pay the visa fee via bank transfer?

All visa applicants are required to visit any MKB Bank in Hungary, pay the relevant visa fee as stated on the website and obtain a deposit slip. No bank transfer is allowed.

How much do I have to pay for a visa?

Please follow the fees as stated on the visa and administrative fee table on the website. The visa fee is paid any MKB Bank while the administrative fee is paid at the Embassy in US Dollars.

Can I pay extra money to expedite my visa application?

Only the visa fee and administrative fee applies

My passport is about to expire but I will like to apply for a visa?

All visa applicants are required to have a passport valid for at least 6 months before entry into Nigeria.

I received a visa from the Embassy but I was denied entry at the point of entry in Nigeria?

The Nigerian Embassy in Budapest is only saddled with responsibility of processing the visa application and issuing an appropriate visa. The Nigerian Immigration officials determine who is allowed into the territory of Nigeria at the point of entry.

When is the best time to apply for a Nigerian visa?

Visa applicants can apply for a Nigerian visa a month to their planned trip. Please do not apply for a visa more than two months from your travel date. The processing of visa does not take more than one week if all required documents are submitted.

## PASSPORT FAQ

I am resident in Madrid, Spain and while on a visit to Hungary, I lost my e-passport. Can I get a travel document to return to Spain?

Unfortunately, the Nigerian Embassy in Budapest cannot issue you with a travel document to return to Spain or your final destination. The Emergency Travel Certificate (ETC) can only be issued to those wishing to travel back to Nigeria. You will need to apply for a new passport at our Embassy in Vienna, Austria.

What do I need to obtain a Letter of Introduction for passport issuance?

Send an email to [secretary@nigerianembassy.hu](mailto:secretary@nigerianembassy.hu) requesting for the letter on introduction. A copy of the passport datapage and residence permit should be attached. If it is a case of lost passport, attach a copy of the Police Report.

For how long can I use the current Nigerian Machine Readable Passport?

The Machine Readable Passport expired on the 31st of December, 2010. You are required to apply for an e-passport at any Nigerian Embassy equipped with an e-passport machine.

Where can I obtain the e-passport?

Nigerians wishing to obtain an e-passport can apply for it from any Nigerian Embassy equipped with a passport machine. The Nigerian Embassy in Austria, Germany, Italy, Netherlands and Spain are currently equipped to issue e-passports.

I have misplaced my e-passport? How do I obtain a new e-passport?

Lost passports can be replaced at the Nigerian Embassy in the Hague, Vienna, Madrid and Rome.

Can I endorse my child in my new e-passport?

There is no possibility of endorsing your child in your e-passport. In the past, it was possible with the Machine Readable Passport. You will now be required to obtain an e-passport for your child

When is the best time to start the process of renewing my e-Passport?

Nigerian

Immigration usually advises that the renewal process start at least six months from the date of expiration. However, there are situations, which requires renewal much earlier than six months. Please contact the Nigerian Embassy where you intend to submit your passport application to get confirmation.

How long does it take the Embassy to reissue a lost e-passport?

Nigerian Embassies dealing with lost e-passports usually have to get approval from the Nigerian Immigration Head Office in Abuja before it is replaced. It could take a few days up to 2months before the passport is replaced. Please contact the Nigerian Embassy where you intend to submit your passport application to get confirmation.

