

### Applying for Certificate of Entry (COE)

**Category: “Non-Thai students for Recognized Institutions in Thailand as well as parents or guardians of a said person. EXCLUDING students of non-formal schools as defined in Private Schools or Other Similar Private Institutions Law”**

Under clause 1(9) by Virtue of selection 9 of the Emergency Decree on Public Administration in Emergency Situation B.E. 2548 (2005) (No.12)

An applicant must be a student of one of the following institutions:

- (1) Formal schools under government supervision and private schools
- (2) Public and private universities
- (3) International private schools or universities
- (4) Parents or legal guardians of the above students

**NB.:** students of non-formal schools, as defined in Private Schools or Other Similar Private Institutions Law are **excluded**.

### Procedure for Applicants

1. An applicant can apply for a **Certificate of Entry (COE)** for entering Thailand through <https://coethailand.mfa.go.th/> Please read the instruction on the website thoroughly.

#### **MEMO: Online Application - Steps in Brief**

**Step 1 - Applicant** completes the **1<sup>st</sup> part - personal information**. Applicant will receive **6-digit number (Do note down!)** upon successful submission for tracking the application.

**Step 2 - Embassy** approves/denies the application. (within 3 working days)

**Step 3 - Applicant** completes the **2<sup>nd</sup> part - travelling and quarantine information**. (to be completed **within 15 days** after the approval)

**Step 4 - Embassy** approves/denies the application, if approved, COE can be downloaded directly from the system.

2. Required documents are as follows:

#### **1<sup>st</sup> Part - Personal Information**

- 2.1 Applicant's passport and, if applicable, a valid visa and/or a re-entry permit
- 2.2 Certified student status letter or admission letter from an institution in Thailand
- 2.3 Certified letter from a government sector supervising the institution (except international schools and private and public universities)
- 2.4 If applicable, passport of parent(s) or a legal guardian and an official document certifying the legal relationship between the applicant and the parent(s) or legal guardian
- 2.5 Health insurance with the face amount that covers medical expenses in Thailand, which includes COVID-19 (must be specifically mentioned !!) medical expenses in the financial amount NOT less than 100,000 USD.

#### **2<sup>nd</sup> Part - Travelling and Quarantine Information**

- 2.6 A confirmation letter for reservation at an Alternative State Quarantine (ASQ) or Alternative Hospital Quarantine (AHQ)
- 2.7 A flight ticket

3. The applicant can track the application on the system. No notifications will be sent.
4. If applicable, the applicant can make an appointment (070 345 07 66 ext. 212) at the Embassy to submit the documents for a **visa application**, see our website for required documents.

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5. Apart from a **valid visa** (visa exemption not applicable / tourist visa not allowed), travellers must prepare the following printed documents in order to enter Thailand:

5.1 Certificate of Entry (COE)

5.2 Medical certificate (in English) affirming good health to travel (**Fit to Fly**). The examination must be done no longer than 72 hours before the departure of the flight.

5.3 Medical certificate (in English) affirming **a negative result of Corona (COVID-19) RT-PCR tested** within 72 hours before the departure of the flight.

5.4 Documents in **2.1 - 2.6**

6. Travellers shall, immediately after entering Thailand, strictly follow the health procedures by quarantining at an ASQ or AHQ for 14 days at their own expense.

\* \* \* \* \*

**Prior appointment is required in all cases.**

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