


## Making An Appointment with VFS Global – Step-by-Step Guide

To schedule your visa appointment, you will first need to register with VFS Global [here](#). Click on “New User?” and then enter your first and last name, email address, phone number, and create a password.



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EST. 2001

\*Mandatory Fields [?](#)


Select Language :

### Appointment Login

If this is the first time you are using this service,  
Please click on new user.

Email ID\*


Password\*

 Enter the text shown in image

[Forgot Password?](#) [New User?](#)

Disclaimer : The registration will expire after 30 inactive days from the last appointment date.

Then hit submit.



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### New User Registration ?

**First Name\***


**Last Name\***

**Email ID\***

**Contact Number\***

**Password\***

**Confirm Password\***



Disclaimer : The registration will expire after 30 inactive days from the last appointment date.



You will receive an email to activate your account. Follow the instructions and re-enter login information.

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Mandatory Fields ?

### Appointment Login


Select Language : English

If this is the first time you are using this service,  
Please click on new user.

Registration done successfully. To proceed with the appointment system,  
kindly activate your account by clicking on the activation link received in your  
email account used while registration.

Email ID\*

Password\*


 Enter the text shown in image


[Forgot Password?](#) [New User?](#)

Disclaimer : The registration will expire after 30 inactive days from the last  
appointment date.

You will then hit “Schedule Appointment.”

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Apply for VISA to FRANCE  In UNITED STATES OF AMERICA

Welcome Jennifer Nativo !  Logout ?

**Actions**

- Schedule Appointment
- Reschedule Appointment
- Email Appointment Letter
- Retrieve Incomplete Appointments

Select the country you will be visiting (France), your residing country, and the specific visa application center that you will be attending. Lastly, **select “Short and Long Stay Student” for purpose of travel. Make sure to select this option exactly!** The type of visa you are applying for is a long-stay student (VLS-TS) visa.

Read More [Click here to know the earliest available date](#)'."/>

Actions

Schedule Appointment

Reschedule Appointment

Email Appointment Letter

Retrieve Incomplete Appointments

Apply for VISA to FRANCE In UNITED STATES OF AMERICA

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### Select Centre

Schedule Appointment > Select Centre

\*Mandatory Fields

Visiting Country\*

Residing Country\*

Centre\*

Purpose of Travel\*

If your request does not correspond to one of the authorized reasons, in the event of real urgency or crucial issue, please send a request accompanied by supporting documents proving the urgency or th [Read More](#) [Click here to know the earliest available date](#)

Continue

You will then need to add yourself as an applicant.

Actions

Schedule Appointment

Reschedule Appointment

Email Appointment Letter

Retrieve Incomplete Appointments

Apply for VISA to FRANCE In UNITED STATES OF AMERICA

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### Applicant List

Schedule Appointment > Select Centre > Applicant List

Note: Maximum 5 Applicants can be added for group appointment

Add Applicant

First Name	Last Name	Passport Number	Date Of Birth	Actions
No Applicants are added				

Note: If you are having issues scheduling your appointment please contact us at 13472523055 / 12127846157

Fill in your details, then hit submit.

Actions

- Schedule Appointment
- Reschedule Appointment
- Email Appointment Letter
- Retrieve Incomplete Appointments

Welcome Jennifer Nativo ! Logout

## Add New Applicant

Select Centre > Applicant List > Add New Applicant

\*Mandatory Fields

**Passport Number\***

**Date Of Birth (DD/MM/YYYY)\***

**Passport Expiry Date\***

**Select Nationality\***

**First Name\***

**Last Name\***

**Gender\***

**Contact Number\***

**Email ID\***

**State Of Residency\***

**City\***

Once you add yourself and fill in the info, you'll see your name listed and you can then click "Continue." Click "Continue" again, and you'll be brought to a calendar where you can schedule your appointment for the date and time of your choice. Lastly, you'll be asked to pay the fee to book your appointment.

Once your visa appointment is booked, prepare the necessary documents you need to bring and go get that visa! If you have any questions at all, don't hesitate to reach out to the IAU staff at [enroll@iau.edu](mailto:enroll@iau.edu) or 800-221-2051.

