



GUIDELINES FOR OBTAINING NO-OBJECTION LETTERS FOR FOREIGN INTERNS TO TRAVEL UNDER SPECIAL VISA.

Introduction

This guideline is prepared by Ministry of Tourism under the Maldives Immigration Act (Law No: 1/2007) of permitting special visa, to provide opportunities for foreign students who are interested in internship placements to gain experience and conduct research studies at various Tourist facilities (Tourist Resorts, Tourist Hotels, Yacht Marinas, Dive Schools, Tourist Vessels, Travel Agencies and Tourist Guest Houses) in Maldives.

1-Guidelines to provide No Objection letter for the internship student

- a. Maximum internship duration for a foreign intern is 6 months.
- b. If a foreign intern requires more than one internship training, the intern must wait for one year after the completion of the first internship training to apply for a new internship.
- c. Ministry will provide an update on the application within 7 working days.
- d. At the end of the internship, performance report of foreign interns must be submitted to Ministry of Tourism within 10 days. Facilities which do not submit the aforementioned documents will not receive approval to bring foreign interns for 2 years.
- e. For every foreign intern, two Maldivian interns must be trained. Internship duration for local students must be at a minimum equivalent to the training duration for the foreign intern OR an internship opportunity must be provided for local interns for the training duration as requested by the teaching facility the student is representing. Internship contracts of 2 locals must be submitted with "Foreign Intern Application Form" as verification.
- f. Ministry of Tourism shall work on facilitating employment opportunities for the locals who complete the internship programs.

2-Major course's foreign intern students must be completing

Students who are arriving for the internship training must be completing a course/research program in the sectors outlined below.

- a. Tourism, Travel, Hospitality, Tourism Management related courses
- b. Business, Administration and Management related courses
- c. Media, Communication, customer service, Public Relations
- d. Human Resources Management



- e. Food Production, Culinary, Pastry, Food and Beverage Services, Housekeeping, Guest Relation, Front Office Operation, Reservation
- f. Engineer, Maintenance, Mechanical Engineer, Refrigeration and Air Conditioning, Civil Engineer, Electronics and Electrical Engineer.
- g. Project Management
- h. Environmental Management
- i. Research
- j. Environmental Management and Marine Research related Courses

3-Area of work for the Internship Approval

- Food Production
- Front Office
- Engineer
- Human Resource
- House Keeping
- Food and Beverage Service
- Project Management
- Building and Construction
- Accounting and Finance
- Guest Relations
- Sports, Recreation, Diving, Water sports
- Research

4-Procedures to get “No Objection Letter” for the tourist facilities to apply for internship special visa

- a. Internship provider must provide a cover letter requesting for no objection letter along with all the necessary documents.
- b. Foreign Intern application form (F1 Form 1)
- c. A letter must be submitted addressed to the Ministry including the student internship duration requested by the University/ College, name of Tourist Establishment providing the internship and



selected field for internship must be mentioned with the focal contact details (name, position, phone number, email) of the University/ College.

- d. Contract signed by the student and internship provider must be attached with the job description.
- e. Resume of the intern
- f. Copy of the Passport

5-Documentation regarding Local students/ Interns to be submitted to Ministry of Tourism along with Foreign Intern documents

- 1- Internship Contract signed by the student and internship provider must be attached with the job description
- 2- Resume of the intern
- 3- National Identity Card Copy

6-Performance Report

Once the internship is completed, the facility shall submit to the Ministry of Tourism an “**Intern Performance Report**” of the respective intern within 10 days of his/her departure. In the performance report the following details should be included:

- Intern Departure Details
- Duration of the Internship
- Competencies Listed
- Supervisor Details and Contact No

Guideline Enforcement

This guideline will be effective from 10th December 2020 onward.