

## THE EXPATRIATE ADMINISTRATION SYSTEM (EAS) BY THE FEDERAL MINISTRY OF INTERIOR

### Summary

On Thursday, 1 May 2025, the Federal Ministry of Interior (FMI), in conjunction with the Nigeria Immigration Service (NIS), officially launched the Expatriate Administration System (EAS) which is a digital platform introduced to streamline expatriate management in Nigeria. The system aims to enhance efficiency, transparency, and compliance with regulatory requirements.

### Background

The EAS was developed to address challenges associated with manual expatriate management processes. Key features of the system include digital application and approval processes, automated tracking and monitoring, enhanced data management and analytics, improved compliance with regulatory requirements. Consequently, regularization of visa for visitors with irregular status, automated landing and exit card for travelers electronic Combined Expatriate Residence Permit and Aliens Card (CERPAC) application for resident expatriates, the Nigeria Visa Policy 2025, which includes e-Visa, have been introduced.

### The Expatriate Administration System (EAS)

The features of the EAS are explained below:

#### 1. REGULARIZATION OF VISA FOR VISITORS WITH IRREGULAR STATUS

The expired Visa initiative (Amnesty) offers a unique opportunity for foreigners currently residing in Nigeria to regularize their immigration status. Specifically targeted at individuals who have violated their visa conditions or overstayed their permitted duration, this grace period extends until 1st August 2025. Those affected are strongly encouraged to promptly obtain a Stay Permit to legalize their residence and avoid any future immigration issues.

This regularization opportunity particularly applies to individuals holding:

- Expired Visa on Arrival (VOA)
- Expired Combined Expatriate Residence Permit and Aliens Card (CERPAC) where renewal has exceeded 30 days post-expiration.
- All expired single-entry visas

Please note, however, that certain visa classes are exempted from this initiative scheme. Individuals holding such exempt visas must ensure timely renewal or extension of their visas to prevent potential immigration enforcement actions and avoid inconvenience, these include:

- a. Journalist Visa
- b. Medical Tourism Visa
- c. Humanitarian Service Visa.
- d. Staff of INGO Visa
- e. Accredited Diplomat Visa
- f. Employment Visa
- g. Student Visa
- h. Academic Exchange Programme (AEP) Visa

#### 2. LANDING AND EXIT CARDS

Electronic landing and exit cards are mandatory travel documents required of all passengers entering or departing Nigeria. These cards must be completed online upon arrival at or departure from Nigerian borders and serve as a critical instrument for immigration control and border management.

The cards are synchronized within the Visa Processing Centre and will automatically apply penalties, including visa bans, where applicable. Citizens of ECOWAS member states and nationals of countries with visa abolition agreements with Nigeria are exempt from visa requirements. However, they are required to complete both landing and exit cards. The cards can be completed via <https://lecard.immigration.gov.ng>

### 3. CERPAC

The application process for CERPAC will now be:

- a) Online Application: Submit an online application through the NIS portal.
- b) Required Documents: Upload required documents including:
  - Valid passport with Nigerian visa
  - Proof of employment, business registration, or student status
  - Other supporting documents as required
- c) Payment: Pay the applicable fees online (USD 2,000 for employed foreigners, USD 600 for Students and Gratis for foreigners married to Nigeria citizens)
- d) Biometric Data: Provide biometric data (fingerprints and photograph) at a designated NIS office.
- e) Processing: The NIS will process the application and verify the documents.

### 4. THE NIGERIA VISA POLICY 2025

The new visa policy categorized visas into four (4) groups, they are itemized below:

#### Group One: Permanent Residence Visa (PRV)

The visa types under this category include:

- Spouse of a Nigerian citizen
- Nigerians by birth who renounced citizenship, and their spouses
- Investor visas (small, medium, large, ultra large, and oil/gas/power sector)
- Highly skilled immigrant visa
- Retirement visas (retired in Nigeria and retiree from abroad)
- Spouses and dependents of permanent resident visa holders

#### General Requirements for PRV

- a) Valid passport (minimum six months validity).
- b) Recent passport-size photographs.
- c) Evidence of legal or familial relationships (for spouse or dependent categories).
- d) Proof of financial capacity (for investor and retirement categories).
- e) Police clearance certificate from the applicant's country of residence.
- f) Medical insurance and/or medical clearance certificate\*\* (for certain categories).

#### Group Two: Short Visit Visa (Embassy)

The visa types under this category include:

- Cleric Visa
- Humanitarian Services Visa
- Journalist Visa
- Medical Tourism Visa
- Religious Tourism Visa
- Visiting (Multiple Entries) Visa
- Staff of NGO Visa
- Staff of INGO Visa
- Transit Without Visa
- Diplomatic (Non-Accredited) Visa

### Group Three: Short Visit Visa (e-Visa)

The Nigeria e-Visa is an online visa platform that allows eligible foreign nationals to apply for and receive a Nigerian visa electronically. Instead of applying in person at a Nigerian embassy or consulate, applicants can complete the process via the official website/portal <https://evisa.immigration.gov.ng> and, if approved, receive electronic confirmation to travel. The e-Visa is valid for a period between thirty (30) and ninety (90) days from the date of issuance depending on the type of visa. Applicants should expect a decision within forty-eight (48) hours of submission

The visa types under this category include:

- Transit Visa
- Business - Single Entry Visa
- Business - Multiple Entry Visa
- Business - Frequently Travelled Business Executives
- Tourism Visa
- Sports Visa
- Creative Arts Visa
- Study Tour Visa
- Academic Exchange Programme (student, scholar, lecturer) Visa
- International Cultural Exchange Visa
- Emergency/Relief Work Visa
- Returning holders of Foreign Passports who are Nigerians by Birth
- Visiting Visa - Single Entry

#### How To Apply for an e-Visa

- a) Visit the official e-Visa portal
- b) Register an account: provide basic information and create login credentials.
- c) Select visa category
- d) Complete the application form
- e) Upload required documents: depending on the visa type, this may include invitation letters, bank statements, hotel reservations, passport bio-data page, etc.
- f) Pay the visa fee
- g) Wait for approval: applicants will receive updates via email. If approved, an e-Visa approval letter or visa approval confirmation will be issued.
- h) Obtain entry: print out the confirmation and carry it with you to Nigeria. Upon arrival, you may receive a visa sticker or endorsement in your passport, or in some cases, an electronic entry stamp.

#### Group Visa Application

Some categories (e.g., tourism, visiting) allow group or family applications. You can submit applications under a group profile (up to ten people). Requirements and fees apply to each applicant.

To add a dependent to your visa application:

- First, complete your own visa application (as a parent or guardian).
- Once submitted, return to your dashboard and click on "Add Dependent."
- Complete the dependent's application form and upload the required supporting documents.
- Please note: Dependents under the age of eighteen (18) cannot apply independently.
- Once Approved:
- You will receive an email with an e-Visa Approval Letter that includes a QR code and reference number.
- Print out this document and present it at the port of entry in Nigeria.
- Immigration officers will confirm details and endorse or stamp your passport

#### General Documents Required For e-Visas

- a) Valid Passport: with at least six (6) months' validity and blank pages.
- b) Recent passport-size photos.
- c) Flight booking or return ticket.
- d) Accommodation details (hotel reservation or host address).
- e) Invitation letter and Corporate Affairs Commission (CAC) Certificate if traveling for business.
- f) Proof of Funds (e.g., 30–180 days' bank statement, depending on the category).
- g) Additional documents for minors: Birth certificate + parental consent letter.

## Group Four: Temporary Residence Visa (TRV)

A Temporary Residence Visa (TRV) allows foreign nationals to reside in Nigeria for a set period—usually tied to employment, diplomatic assignment, or family sponsorship. TRVs differ from short-visit visas in that they grant longer stays and often involve work permits or residence permits.

The visa types under this category include:

- Accredited Diplomat Visas
- Employment Visas
- Temporary Work Permits (TWP) beyond 30 days

### Other Important Notes under the Nigeria Visa Policy 2025

(a) The Nigeria Visa Policy 2025 has now made it mandatory for foreigners who overstay their visa to be liable to the following penalties (effective from 2 August 2025):

- Overstay fine - \$15 per day
- Three (3) months & above - \$15 per day + Five (5) year entry ban
- One (1) year & above - \$15 per day + blacklisting (permanent entry ban)

(b) All e-visa classes are not extendable beyond their stated duration.

## Conclusion

The implementation of the EAS is expected to improve the expatriate management process, reducing processing times and increasing efficiency. These developments mark a significant shift in Nigeria's immigration procedures, which are aimed at strengthening national security, enhancing service delivery, and attracting foreign direct investment into the country, therefore, all stakeholders are expected to fully embrace these changes, adapt to the new immigration landscape, and ensure compliance with the new policies, as applicable.

## How we can help

We specialize in providing comprehensive support to businesses navigating the complexities of Nigerian immigration law. Our expert services encompass providing advice and assistance to ensure seamless compliance with the continually evolving relevant regulations.

For additional information, please contact Immigration Team Bloomfield LP - Email [immigration@bloomfield-law.com](mailto:immigration@bloomfield-law.com) or call +234 1 454 2130

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