



# 留学生来华和在华学习 签证问题与解答

## VISA Q&A

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## Important Reminders:

1. The valid duration of X1 Visa lasts 30 days after entering into China. As shown in the picture below, the entry expiration date (i.e. the marked date after “ENTER BEFORE”) is NOT the final valid date of your Visa.



2. The Registration Form of Temporary Residence (TR) is a very important material. Please keep the original one carefully. Do not hand the original document over to Exit-Entry Administration Bureau, university, or any institution or individual.
3. TR and Residence Permit are different.
4. The following information is for reference only and subjected to change without notice. The content published by the authoritative department shall prevail.

## I. Visa to China

**Q1. What kind of Visa should students apply for if they plan to study in China while they are abroad? And what are the procedures?**

A: Foreigners who plan to study in China need to apply to the Consulate of People's Republic of China stationed abroad for a Visa for study (X1 Visa or X2 Visa). You can apply to the Consulate of People's Republic of China stationed abroad with such documents as Admission Letter, JW202 Form. Please consult the Chinese Consulate in your country for details on application documents.

**Q2. Can students travel around China for a few days in advance before registering to university if they have obtained the X1 Visa?**

A: We recommend that you enter China and register to university in strict accordance with the

proposed date specified in the Admission Letter.

It takes a relatively long time for the freshman to apply for Residence Permit. It is recommended that you make sure you have 20 work-days before you prepare to extend your visa while the validity period of X1 Visa is only 30 days. Therefore, we strongly recommend that students should not enter into China in advance. Early entry during university holidays can lead overstaying, thus causing unnecessary trouble or loss of property.

**Q3. What are the differences between X1 Visa and X2 Visa?**

A: Students studying in China for a period (as specified in the Admission Letter) more than 180 days (inclusive) normally will receive an X1 Visa. The X1 Visa will be valid for 30 days from the date you arrive in China

Students who will study in China for less than 180 days will get an X2 Visa. The X2 Visa will be valid for 30 to 180 days and usually for single entry; i.e. once leaving the country after entry, you cannot re-enter China with the same Visa. If the student with X2 visa needs to leave China during the study duration, please apply for a multiple entry X2 visa. Please make sure that you have at least 30 work-days to apply for the multiple entry X2 visa before your departure date.

**Q4. Does X2 Visa need to be converted into Residence Permit for Studies like X1 Visa?**

A: there is no need to do this, unless your study duration is prolonged to be more than 180 days. If your study duration changes, please apply for Residence Permit as soon as possible.

**Q5. What should I do if I cannot make an appointment for physical examination; or do not have enough time wait for the medical register which is one of the required document to apply for the Residence Permit, but the Visa is about to expire?**

A: A report of the physical examination is one of the requirement documents to apply for Residence Permit. If the student with X1 visa does not have enough time to wait for the medical report, you can apply for a 30-days X2 Visa first.

Reminder: 1. During the registration period of the semester the medical examination appointment is relatively full, you have to wait for several days for the medical examination. Therefore, we strongly recommend students not to enter China in advance and prepare 20 work-days to complete the registration process. 2. If you have applied a 30-days X2 Visa, you must apply for the Residence Permit within the extended period.

**Q6. Can I apply for a Residence Permit with a Non-ordinary Passport (including the Diplomatic Passport, Service Passport, Official Passport, Special Passport and Business Passport)?**

A: No. For the international student without an Ordinary Passport but needs to study in China should first obtain an Ordinary Passport then apply for the Residence Permit.

**Q7. Is it possible for those with Mainland Travel Permit for Hong Kong and Macau**

**Residents or Mainland Travel Permit for Taiwan Residents to come to SLUAF to study as international students?**

A: No.

**Q8. What is the Registration Form of Temporary Residence (TR)?**

A: TR is document about your temporary living address which is issued by local police station. The international student should apply for it within 24 hours after arriving in China. If any information on TR changes, you must go to the local police station to register and apply a new TR within 10 days.

**Q9. Can I apply for a Residence Permit for Studies with Visa-free Entry?**

A: No.

## **II. Residence Permit for Studies**

**Q10. What is the Residence Permit?**

A: The Residence Permit is issued by the Chinese Ministry of Public Security to foreigners studying or working in China. The Residence Permit is affixed to the inside page of the passport to protect your legal residence right in China. You may enter and leave the country multiple times

**Q11. Who needs to apply for a Residence Permit? In which case must I apply for a Residence Permit? Under what circumstances can't I apply for a Residence Permit?**

A: 1. The international student with an X1 Visa must apply for a Residence Permit from Exit-Entry Administration Bureau within 30 days after entry;  
2. For the international student with other types of Visa but whose Visa is insufficient to cover the study duration, he/she must apply for a Visa or Residence Permit within the validity period of the Visa;  
3. If the international student enter China by an X2 visa. And now the student is studying at other university with this X2 visa, he/she must apply for a Residence Permit;  
4. In any circumstances, the international student whose Visa is about to expire within 10 days must apply for a Residence Permit before the expiry date;  
5. For the international student with a Work Residence Permit, and permitted to study at University by the company, and whose validity period of Residence Permit covers the study duration, does not need to apply for a Study Residence Permit during the validity period.

**Q12. What documents are required to apply for a Residence Permit?**

A: 1. The following documents are required to apply for the first time to apply for Residence

Permit:

- (1) A Passport;
- (2) The Admission Letter;
- (3) JW202 Form;
- (4) The Certificate of Health (issued by the Shanghai International Travel HealthCare Centre of Entry-Exit Inspection and Quarantine Bureau);
- (5) The Permit Application Letter (issued by the International Student Office);
- (6) A two-inch ID photo (Passport-size);
- (7) Fees for applying for Residence Permit;
- (8) The Registration Form of Temporary Residence (Original and photocopy of Registration Form ( issued by the local Police Station);
- (9) Transfer students must provide proof of study, graduation diploma or the certificate of course completion of the previous university;
- (10) Other documents that may be required by the Exit-Entry Administration Bureau.

2. The following documents are required to apply for the extension of the Visa or Residence Permit:

- (1) A Passport;
- (2) The Permit Application Letter;
- (3) A two-inch ID photo;
- (4) Fees for applying for Residence Permit;
- (5) The Registration Form of Temporary Residence;
- (6) Transfer students must provide proof of study, graduation diploma or certificate of course completion of the previous university;
- (7) Other documents that may be required by the Exit-Entry Administration Bureau.

**Q13. Can the student whose Residence Permit is about to expire, who is going to graduate or who does not continue his/her study, apply for extension of Visa?**

A: With the permission by International Exchange School, the student can only apply for short-term a Stay Visa(停留签证) with the following documents:

1. A Passport;
2. The Stay Visa Application Letter;
3. A two-inch photo;
4. The Registration Form of Temporary Residence;
5. Other materials that may be required by Exit-Entry Administration Bureau.

**Q14. Can the student who can't graduate on time and needs to extend study duration apply for Visa extension?**

A: The student must submit the application for Visa extension in advance. If in China, the student should submit the application in the current term within the time limit; if not in China, he/she should file an application of the semester before the one you have restudy course(s) within the time limit. With the approval of School of International Exchange, the student may apply for a Study Visa for the semester in which the courses are retaken or the thesis is defended.

**Q15. Why does the Exit-Entry Administration Bureau require the evidence of financial support or a Letter of Guarantee when the student applies for a Residence Permit?**

A: The Exit-Entry Administration Bureau may have different requirements according to each student's situation. The University is not in the position to give an explanation.

**Q16. What is the validity period of the Residence Permit?**

A: The specific principles of the Permit Application Letter are as follows:

1. The Residence Permit for students with scholarship is valid for no more than one year;
2. For self-funded students, the period of validity is determined by the amount of tuition paid (including insurance premium);
3. The Visa for exchange students is valid until the last day of the academic semester;
4. The validity period of the Residence Permit may not exceed the study duration;
5. The last valid date of the visa or the Residence Permit is formulated by the School of International Exchange in accordance with the School Calendar, teaching plan, and other factors.

**Q17. For the students who will continue their study in SLUAF for next semester, how about their Visa during the University Holidays?**

A: For the students having been accepted by the University and completed the registration process for the next semester before the registration deadline of the current semester, the new Residence Permit will cover the vacation between the two semesters.

If, before the registration deadline: 1. the students didn't submit the application; 2. the students are denied by University; or, 3. the students didn't complete the whole registration process, they need to deal with the Visa problems by themselves.

**Q18. Where can the student apply for a Residence Permit?**

A: The Exit-Entry Administration Bureau of Shanghai Public Security Bureau

Address: No. 1500, Minsheng Road, Pudong New Area, Shanghai, China

Tel: 86-21-28951900

Office Hours: Monday to Saturday 9:00-11:30, 13:30-16:30 (except for legal festivals or holidays)

**Q19. How long does it take to apply for a Residence Permit?**

A: The Exit-Entry Administration Bureau always issues the approved Visa and Residence Permit applications within ten work-days after acceptance. For students entering China for the first time, you may need more time for preparing the required documents for applying for the Residence Permit. It is recommended that twenty work-days should be spared.

**Q20. How much does it cost to apply for a Residence Permit?**

A: In issuing Visas and Residence Permits for foreigners, fees shall be charged in accordance

with the rates prescribed by the state. The specific expenses are subject to the standards of the Exit-Entry Administration Bureau of Shanghai Public Security Bureau. References are as follows: Residence Permits with a validity period of less than one year: RMB 400 Yuan per person; Residence Permits are valid for a period of one year (inclusive) to three years: RMB 800 Yuan per person.

**Q21. How do I get my Passport and Visa after I applied it?**

A: After checking the documents submitted, the police officer for foreign affairs will issue a RECEIPT for picking up the Visa and Residence Permit, indicating the date. The student will receive a call from the passport-delivery staff. Please be careful to check your phone for the call. If the student misses the passport delivery service, please pick up your passport by yourself according to the information on the RECEIPT.

**Q22. Can family members of international students apply for Visa? If yes, how should they apply and how long is the validity period?**

A: With the permission by International Exchange School, foreign spouses of international students, their children under the age of 18, and parents or foreign guardians of international students under the age of 18 may apply for family member Visa.

The validity period of family member Visa shall not exceed the validity period of Visa or Residence Permit for international students. The following documents are necessary:

1. The valid Passport with the Residence Permit of the international student;
2. The valid Ordinary Passport with the valid Visa of the family members;
3. The foreign spouse shall provide the Proof of Marital Relationship; foreign children shall provide the Proof of Kinship; guardians shall also provide the Power of Attorney of the parents of the international student concerned. The relevant Certificates issued by overseas agencies must be authenticated by the Chinese Embassy or Consulate abroad;
4. The family's Registration Form for Temporary Residence;
5. The Permit Application Letter;
6. For foreign infants born in China, Birth Certificate and the photocopies of passports of both parents are necessary;
7. Other documents required by Exit-Entry Administration Bureau.

**Q23. Under what circumstances does the Residence Permit need to be changed or revoked?**

- A: 1. If there is any change to the residence reason, the holder's name, gender, date of birth, passport number, the duration of stay of the companion, and the university students' study in, the Residence Permit holder must apply to the Exit-Entry Administration Bureau for a new Residence Permit within 10 days;
2. For those applying for the new passport for the reason that the passport is about to expire or the Visa page is used up, they shall apply a new Residence Permit within 30 days after the new Passport Issues Date;
3. If there is any change to the address of the Residence Permit holder, the student should first inform his or her university instructor, and then apply to the local Police Station within 1 day

for a new Registration Form for Temporary Residence of Foreigners.

**Q24. How to apply for a new Passport and Residence Permit?**

A: The international student should, when his/her passport, Visa or Residence Permit is missing, damaged or stolen, promptly inform this matter to your class instructor, then go to the local Police Station and the Exit-Entry Administration Bureau. After getting the new passport, the international student shall apply a new Residence Permit within the prescribed time limit.

1. For international students who have lost their Passports in Shanghai, please report to the local Police Station and make a registration immediately.
2. Please bring the following documents to register to the Exit-Entry Administration Bureau of by the students themselves:
  - (1) The Passport Loss Report issued by the local Police Station closest to where the case of passport loss occurred (If you have);
  - (2) Information Note provided by the University (issued by the International Student Office);
  - (3) Registration Form for Temporary Residence of Foreigners;
  - (4) Identity Document (such as a copy of Passport, ID Certificate with photo, Driver's License, entry flight ticket, etc.).
3. Go to his/her country's Embassy or Consulate in China as soon as possible to apply for a new passport.
4. After getting the new passport, re-apply the Registration Form of Temporary Residence.
5. Bring the following documents to Exit-Entry Administration Bureau of to apply for your new Residence Permit or Visa:
  - (1) Information Note provided by the University;
  - (2) A new Registration Form for Temporary Residence of Foreigners;
  - (3) Passport Loss Report issued by the local Police Station;
  - (4) The new passport.
  - (5) Other documents required by Exit-Entry Administration Bureau.
6. Please finish all the above steps and apply the new Residence Permit or Visa according to the scheduled date on the Lost Report given by Exit-Entry Administration Bureau

**Q25. For the new passport holder applying for a Visa or Residence Permit, in addition to the documents necessary for applying for a Visa or Residence Permit, what documents does the international student needs?**

- A: 1. For those who apply for new passports due to the loss of the old passports, they must also provide Passport Loss Report issued by the Public Security Organ or the Diplomatic Note issued by the relevant foreign Embassy or Consulate in China;
2. For those applying for the new passport for the reason that the passport is about to expire or the Visa page is used up, they must also provide the passport for the latest entry;
3. For foreign babies born in China with separate passports, the Birth Certificates and duplicated copy of the passports of both parents must be provided.

### **III. Internship annotation on the Residence Permit**



**Q26. Can an exchange student, an international student who study a non-degree program, or the student's study duration is no more than 180 days at SLUAF apply for an off-campus internship?**

A: No.

**Q27. What documents does an undergraduate student at SLUAF need to apply for an off-campus internship annotation?**

A: 1. Internship Application Form of SLUAF International Students (fill in by yourself, and get it checked and sealed by the International Student Office);  
2. The Notification of the Internship Visa (fill in by yourself, and get it checked and sealed by the International Student Office);  
3. The Study Program of your Major (issued by the teaching department);  
4. The Proposal Letter from Internship Company (fill in by yourself, and get it sealed by the internship unit);  
5. Internship Admission Letter (issued by the International Student Office);  
6. The Permit Application Letter (issued by the International Student Office);  
7. The Registration Form of Temporary Residence (original and photocopy; issued by the local Police Station);  
8. A photocopy of the first page of the Passport and a photocopy of the latest Residence Permit page;  
9. Other documents required by the Exit-Entry Administration Bureau.

## **IV. Violations and punishments**

**Q28. What will happen if the Visa expires?**

A: It is illegal for a person to stay in China with an expired Visa. The Exit-Entry Administration Bureau will impose a warning on the student concerned; if the circumstances are serious, the student will be subjected to 500 Yuan for each day of overstaying, with a total of no more than 10,000 Yuan, to a detention of over 5 days but no more than 15 days. The school will, according to the law and school rules, punish the overstaying student by keeping him/her in school under surveillance or imposing a heavier punishment.

We recommend that international students regularly check the validity of their Visas or Residence Permits after entering China, and apply for extension of the Visa or Residence Permit 30 work-days before the expiration date.

**Q29. After applying for a Residence Permit, is it possible for the student not to collect his/her passport if he/she holds the RECEIPT?**

A: No. International students and their family members of over 18 years of age residing or

staying in China are required to bring with them their passports and identity documents (such as student ID cards) for the inspection by the police officers.

**Q30. Can I hold a Study Visa to engage in any employment, business, part-time job, or other a nonprofit or for-profit commercial activities?**

A: No. If the international student is found to be engaged in activities that are not consistent with the type of Visa, the school will give punishment according to the specific circumstances; and such penalties as fines, warnings, detention, or deportation may be given by the Exit-Entry Administration Bureau accordingly.