

Chinese Visa Instructions, Spring 2011

★ Please Keep in Mind ★

The Consulates General of China are not affiliated with New York University. They are entities of the Chinese national government that issue visas for students and perform other functions. Please keep in mind that Consulates independently create their requirements for obtaining a Student Visa and requirements may sometimes change without us knowing. Therefore, it always a good idea to call or visit the Chinese Consulate's website for up to date and more specific information

Chinese Consulate General in New York / 520 12th Ave. / New York, NY 10036 / 212-244-9392
Open: Monday through Friday, 9AM-12PM and 1PM-2:30PM, <http://newyork.china-consulate.org>

1 Get your passport.

- If you don't have a passport that is valid through **December 2011** for spring semester students, apply for a new passport today! Check out http://travel.state.gov/passport/passport_1738.html for more information.
- Make sure to start this process early! Keep in mind that you can only apply for certain required visa documents (JW202 Form and Admissions Notice) with the **passport you will actually be traveling on**. If appropriate, select expedited processing (2-week turnaround time).
- If you do not have two weeks to spare, you can then go to the US Passport Agency to request a passport the same day. For a Passport Agency near you and for more information, please refer to their website http://travel.state.gov/passport/npic/agencies/agencies_913.html. In addition to the Passport Agency requirements, please contact someone from our office so that we can provide you with the appropriate letter.

2 Determine if you need to get a visa.

All NYU in Shanghai students must to apply for and be approved for a student visa, with the exception of students who hold a valid Chinese passport. Additionally, students from Hong Kong, Macau, or Taiwan China also do not need a visa but may need to apply for a travel document to visit mainland China. Please check with the Chinese Consulate for details.

3 If you need a visa, apply for your JW202 Form and Admission Notice by Nov. 5th.

The JW202 Form and Admission Notice are official documents generated by the Chinese Ministry of Education and are **required by the Chinese Consulate** in order to get your student visa. ***PLEASE NOTE: THIS IS NOT YOUR ACTUAL VISA APPLICATION YET!*** We will submit your JW202 application to the Ministry of Education for you, however to do so, you must submit to our office the following items by the **Nov. 5th**:

ECNU Application for Admission

- Available on the Shanghai Admitted Students page at <http://www.nyu.edu/studyabroad/pdf/Shanghai.ECNU.Application.pdf>
- Use the filled out sample form available on the Admitted Students page at <http://www.nyu.edu/studyabroad/pdf/Shanghai.ECNU.Sample.Application.pdf> to complete the form

Official Transcript

- NYU Students: you may submit the Transcript Release Form available on the Admitted Students page at <http://www.nyu.edu/studyabroad/pdf/Shanghai.Transcript.Release.pdf> and we will generate the official transcript for you

- Visiting Students: arrange to have your official transcript sent to the Office of Global Programs by your school

1 Original 2"x 2" Official Passport-Style Photo

- Must be 2x2 inch (5x5 cm) **ORIGINAL** photos. **NO PRINT OUTS!**
- The photo must show the full head, facing the camera, centered in the picture on a white background.

Processing for your JW202 Form and Admissions Notice takes about a month from the deadline, so we should receive them by **mid-December**. Once these documents are received by our office you may either pick them up from our office in person, or have them mailed to you. If you want your documents mailed to you, you must also submit:

1 Pre-paid, Self-Addressed USPS Overnight Express Mail Envelope (not UPS!)

- Address this envelope to the place you'll be **roughly one month after the deadline** by which you submitted your documents.
- The stamp typically costs around \$17.25. Please verify this with the Post Office
- Write the Office of Global Programs address (110 East 14th St., Lower Level; NY, NY 10003) as the sender's address. (This is crucial: the USPS may re-route and inspect mail that does not have a return address, delaying the delivery of your JW-202 by weeks.)

4 **Apply for your student visa.**

Once you've received your JW202 Form and Admissions Notice, you're ready to apply for your visa!

First, check the consular website to determine which consulate's jurisdiction you fall under. You can check this at <http://www.china-embassy.org/eng/hzqz/t84229.htm>.

Please use the checklist below as a guideline to compile your visa application materials. However, keep in mind that requirements may vary depending on your nationality and background and which Consulate you apply to.

Important Note about Chinese Student Visas

Because you are considered a short-term student by the Chinese government, you will only be issued a single-entry Chinese Student Visa. You will not be approved for a multi-entry visa. This means that you will not be able to exit and re-enter mainland China during your time abroad (the travel restriction includes Taiwan, Hong Kong, and Macau). If you wish to travel internationally during your semester abroad, our staff in Shanghai will be able to provide you with information on how to apply for re-entry clearance upon your arrival.

Also, please know that you MUST apply for your visa in person, or someone you trust may do so on your behalf. You cannot mail in your application or submit it online.

Passport

- Must be signed and valid through **December 2011** for spring 2011 students.
- Make sure there are at least two blank pages for your visa.

Visa Application

- Linked on the Admitted Students page
- use online sample as a reference, available at <http://www.nyu.edu/studyabroad/pdf/Shanghai.Sample.Visa.Application.pdf>

- Sign and date it!
- “Nationality” is the country by which your passport was issued (if you have dual citizenship and are traveling with your US Passport, you should write “US” as your nationality)

1 Original 2”x 2” Official Passport-Style Photo

- Attach photo to the Q-1 Visa application as indicated on the form.
- No photocopies, personal photos, or photos from home printers will be accepted!
- *Note: this photo DOES NOT have to be identical to the one in your actual passport.*

JW202 & Admissions Notice

- Refer to Step 3 above.
- The consulate only accepts photocopies, but bring the originals with you to China.
- Make sure that the second page is signed and dated.

Processing Fees

- The Consulate accepts cash, money order, Visa or Mastercard (they do not accept personal checks!). Make the money order payable to “Chinese Consulate General in New York”. You’ll pay for the visa when you pick it up.
- **U.S. Citizens**
4 Day Regular: \$140
Next or Third-Day: \$160
Same Day (must submit application by 12pm): \$170
- **For Non- U.S. Citizens**
4 Day Regular: \$30
Next or Third Day: \$50
Same Day (must submit application by 12pm): \$60

Additional Requirements for applicants born in China

- If you are a first time applicant for a Chinese visa and your former nationality was Chinese: you must write down your Chinese name on the application form and submit your **original** Chinese passport or the photocopy of the information page of the passport.
- If you are an applicant who was formerly Chinese and has acquired a new U.S. passport: if there is a Chinese visa in the old passport, you must submit your old US passport or the photocopy of the Chinese visa.

Additional Requirements for non-US citizens

- Non-US citizens must provide documents valid for at least 6 months that entitle them to reside for an extended period of time in the US, such as a Green card, work or student visa (together with their copies). Temporary visitors to the US should apply for a Chinese visa in their own country.

About Picking Up Your Student Visa

If the Consulate insisted on holding on to your original JW202 form & admissions notice to process your visa, make sure you get them back! You may need them once you’re in China to process re-entry permits or visa extensions!