

Visa Information: Syracuse Beijing Center Spring 2018

In order to participate on the Syracuse Beijing program, you will need to obtain a Chinese student visa. This information booklet provides you with detailed information about the application process.

Passports

First of all, you must have a passport. If you do not have a passport, apply for one now. Your passport MUST be valid until December 16, 2018. If your passport expires on or before December 16, 2018, the Chinese consulate will not issue you a visa. (You also must have at least two blank pages in your passport.)

It is highly recommended that you use the expedited service to apply for or renew your passport. This will allow you to get your passport in 2-3 weeks instead of the regular 6-8 week processing time. There are some additional fees involved (approximately \$65) but it is worth not compromising your study abroad semester.

Details about obtaining a passport can be found on the National Passport Agency website at: https://travel.state.gov/content/passports/en/passports.html

Syracuse University students can go to the Marshall Square Mall post office near campus to apply for a passport. Passport information, passport application forms, and assistance are available.

Remember to sign your passport upon receipt.

Chinese Student Visa

There are three basic components to applying for a Chinese student visa:

Part 1: Apply on-line to Tsinghua University (between October 28 and November 4, 2017); instructions start on page 2.

Part 2: Submit your paperwork (see page 5) to Syracuse Abroad by 5 p.m. on Tuesday, November 7, 2017.

Part 3: Apply *on your own* for a Chinese student visa through the Chinese Embassy/Consulate in your jurisdiction **OR** through a visa processing agency. (Between January 4 – January 12, 2018 or as soon as you receive your Tsinghua University admissions letter and JW202 from Syracuse Abroad.) See page 6 for detailed instructions.

Part 1 – Apply on-line to Tsinghua University (between October 28 and November 4)

You will need to upload a passport photo to your Tsinghua on-line application according to specific dimensions that will require your use of a photo-editing program. Give yourself enough time to have the application submitted by November 4.

INSTRUCTIONS FOR THE ON-LINE TSINGHUA UNIVERSITY APPLICATION

- Go to the Tsinghua University website: http://intlstudent.cic.tsinghua.edu.cn/app/
- Click on English
- Click "Register"
- Note only the following browsers are supported:

Supported Browsers











- Create a username (use your email address) and a password; then click "register." Once you have done this, you will receive an activation code in your email, with a link to activate. Please click on this link to activate your account, and you will be redirected to the "Online Application System for Foreign Students at Tsinghua University" website.
- Go to the "Online Application System for Foreign Students at Tsinghua University" webpage, then click "login" in the upper right hand corner, and login using your username and password.
- Once you have been logged in, please click "To Apply"
- Scroll down to "Visiting / Exchange Student" & click "CLICK TO SEE DETAILS"
- Scroll down to "Special Programs"
- Click on drop-down box and select "SU Abroad in Beijing (Syracuse)" and click "CLICK HERE TO APPLY"

USE THESE ANSWERS TO COMPLETE THE APPLICATION FORM:

1. Legal Name: Enter your legal name exactly as it appears on your passport

Surname: Last Name

Given Names: First Name and Middle Name (if applicable), as it appears on your passport

- 2. **Chinese Name:** Please complete ONLY if you have a Chinese name given to you birth. If not, LEAVE BLANK.
- 3. Gender: Select Male or Female
- 4. Birth Date: YYYY-MM-DD
- 5. Place of Birth:

Country/Region of Birth: USA (or as applicable)

Location: City/State of Birth

- 6. **Country of Citizenship:** (must match the passport that you will use to enter China)
- 7. Passport Number: (must match the passport that you will use to enter China)
- 8. Passport Expiration Date: YYYY-MM-DD
- 9. Marital Status: Select Marital Status

10. Permanent Contact

Address: Your permanent home address including country

District: Type N/A

Telephone: Phone number including area code

FAX: You may leave "fax" blank

11. Address to Receive Admission Documents:

UNCHECK BOX - SAME AS THE PERMANENT ADDRESS - USE ADDRESS BELOW

Country: China

House/Apt/Room #: SU Beijing at Tsinghua University

Street: Zijing Building 23, Rm. 228-229

District: Haidian District City/Town: Beijing Post/Zip Code: 100084 Province/State: Beijing Telephone: 5153-5576

Fax: 5153-5573

- 12. Primary Email: Email address that you will check daily
- 13. **Email for Backup:** You can use your parents or another email address if you would like or you can just leave blank
- 14. Current School:

Country/Region: United States

Name of Current School: Syracuse University (regardless of home school)

- 15. **School/Department and Subject to Apply** (use one of the following selections below based on your courses or degree status):
 - If you are planning on taking Tsinghua Economics courses you should select:

"School of Economics and Management"

- If you are not planning on taking Tsinghua Economics course you should select:
 - "School of Social Sciences"
- If you are a Maxwell School grad student you should select:

"School of Public Policy and Management"

Subject: Pick "International Relations" (regardless of your major)

- 16. **Program Dates:** (Use Tsinghua semester dates provided on application do not change)
- 17. Highest Degree: In College
- 18. Educational Background:

Time Period: The period during which you are enrolled in college this academic year, for example:

2017-08 to 2018-05

Education: University or College

School: Syracuse University (regardless of home school)

Location/Country: United States

City: Syracuse

Subject: Enter current major of study

- 19. Current Occupation: Student
- 20. Work Experience: Leave Blank
- 21. Language Skills: Enter "mother tongue" and leave rest blank or complete as applicable

- 22. **Family Members (in case of emergency):** Enter as much information as possible regarding emergency contacts that you have. Check the box "Emergency Contact."
- 23. **Financial Sponsor**: Parent/Guardian name, address and phone number (Do not use your name here even if you are financially independent). DO NOT LEAVE BLANK.
- 24. Person or Agency to Act on Behalf of you in China: (This information should show up automatically but if it doesn't, type in this information.)

Name: Caroline Tong (her name will already appear in Chinese characters)

Address: Zijing Building. 23, Rm. 228-229, Tsinghua University

Haidian District, Beijing, P.R. China 100084

Telephone: 5153-5577, 5153-5576

25. Recommending Institution:

Name: Syracuse University (regardless of home school)

Telephone Number: 315-443-3471

26. Publications and Thesis: Leave Blank

27. Special Skills in Literature, Arts and Sports: Leave Blank

When you have completed the application, it is recommended that you "Save as Draft" to review your application. Once you are satisfied that all information is accurate, click "Submit."

UPLOADING THE PHOTO

NOTE: You will need to upload an official passport photo with a white background to the Tsinghua University application. (See page 5 for info about passport photo.) You may get passport photos at CVS, Walgreens, Walmart, and some post offices (Teal Avenue)

The size of the photo must be 400-420 px in width and 600-630px in height or it will not be accepted. You can use Microsoft Paint or Adobe Photoshop to resize the photo. Jpeg format is required.

After you submit your Tsinghua application, go back to "My Application" on the menu bar and upload your photo.

It will take two to three days for Tsinghua University to verify your application. You will receive an email from Tsinghua University informing you that your application has been verified or you can check the application status by going to "My Application" on the menu bar. Once your application has been verified, you must print out the "verified" application form and sign it where indicated. Parents do NOT need to sign this verified application.

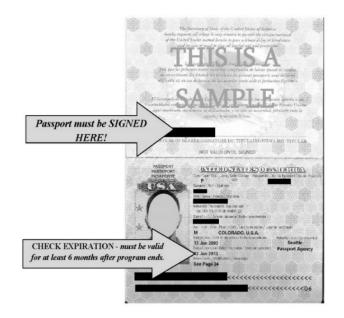
Some guirks about the Tsinghua on-line application:

- > Do not cut and paste information into the Tsinghua application. Type it new.
- If Tsinghua University indicates that an answer you provided is incorrect or not acceptable, you must go back into the application; delete the incorrect information; *log out*; then log back in and make the correction; save and submit.

*** DO NOT PRINT OUT APPLICATION PRIOR TO TSINGHUA UNIVERSITY'S VERIFICATION! ***

Part 2: Submit your paperwork to Syracuse Abroad by 5 p.m. on Tuesday, November 7, 2017

- 1. Printed "verified" Tsinghua University on-line application form with your original signature
- 2. Four official passport photos with white background
 - ➤ Don't wear sleeveless or white/flesh-colored shirts; such photos will be rejected by the Chinese consulate. No jewelry, no eyeglasses, no hats, no white garments.
 - Neutral expression with closed mouth; color photo with white/plain background; no shadows
 - For specific instructions for photo requirements, please check this link: http://newyork.china-consulate.org/eng/lsfwss/t1423500.htm
- 3. A clear photocopy of the information page/signature page of your passport
 - Be sure that you have signed your passport or it will not be accepted.
 - The photocopy must be a clear copy showing the page in its entirety. Please place your passport flat on the middle of the scanner/copier. Photos of your passport are not accepted.
 - Make sure your passport does not expire before December 16, 2018 or it will not be accepted.



4. Non-U.S. citizens: Photocopy of your U.S. student visa & I-20, or green card.

If you are mailing your paperwork, please send it to:

Mary Fedorko Syracuse Abroad 106 Walnut Place Syracuse, NY 13244

Part 3 – Apply for your Chinese student visa (January 4 – January 12, 2018 or as soon as you receive your Tsinghua University admissions letter and JW202 from Syracuse Abroad.)

In order to apply for your Chinese student visa, you will need to have a Tsinghua University admission letter and a JW202. Both of these documents will be express mailed to your home address around January 2. Syracuse Abroad will confirm your address with you prior to mailing.

When you receive your JW202, please be sure to sign and date the form in blue ink where it indicates "signature of applicant."

Apply for your Chinese student visa as soon as you receive your Tsinghua University admission letter and JW202 from Syracuse Abroad. It usually takes about five business days for a U.S. citizen to receive his/her Chinese student visa. It may take longer if you completed the forms incorrectly or if you are asked to supply additional information. Non-U.S. citizens may face delays and may receive requests for additional documents, so apply for your Chinese student visa as soon as you receive your Tsinghua University admission letter and JW202.

How do you apply for your Chinese student visa?

There are two different ways to do this:

-You can apply in person to the Chinese consulate in your jurisdiction. (To locate the Chinese consulate in your jurisdiction, check http://www.china-embassy.org/eng/zmzlglj/t84229.htm.) You must go in person or you can send someone you trust to submit your visa application to the Chinese consulate. (Check their website to confirm the hours they accept visa applications.) You cannot mail your application directly to the consulate. You will also need to go back to the Chinese consulate to pick up your passport stamped with your visa. When you or your guardian submits your visa application, you will be given a pickup form. Remember to take this form with you at the time of visa pickup.

-If you cannot or do not want to go in person, you can apply through a visa processing company such as Travisa (www.travisa.com). Both U.S. citizens and non-U.S. citizens can apply for their Chinese student visa through Travisa. Their service fee is approximately \$109. This does not include the actual visa fee that the Chinese consulate charges and the express mailing costs. If you have questions when applying through Travisa, please call their office directly or contact Mary Fedorko at Syracuse Abroad (315-443-9424).

What will you need to apply for a Chinese student visa?

- Your actual passport, plus one clear photocopy of the information page.
- --Be sure that you have signed your passport or it will not be accepted.
- -Make sure your passport does not expire before July 16, 2018 or it will not be accepted.
- -- Make sure that you have at least two blank pages in your passport.
 - Chinese visa application form V.2013, plus one copy
 http://www.china-embassy.org/eng/visas/fd/W020130830801798289342.pdf
- -An application template is included in this packet on page 9. Please review carefully before beginning the application and complete as instructed.
- -- Applications must be typed on-line in CAPITAL letters.
- -- Every question must be answered. Write "NONE" if a question does not apply to you.
- -- Print the forms upon completion. Remember to sign and date page 4.

- One official color passport photo
- Don't wear sleeveless or white/flesh-colored shirts; no jewelry, eyeglasses, uniforms, or hats; no open-mouthed smiles; such photos will be rejected by the Chinese consulate. For specific instructions for photo requirements, please check this link:

http://newyork.china-consulate.org/eng/lsfwss/t1423500.htm

- --Affix the photo to the first page of your application, where indicated.
 - Tsinghua University admission letter, plus one copy
- -- This letter will be mailed to you from Syracuse Abroad around January 2.
 - JW202 form, plus one copy
- -This will be mailed to you from Syracuse Abroad around January 2.
- -You must sign and date this form in blue ink where it says "signature of applicant."
 - Other documents, if applicable
- --Students who are not U.S. citizens will also be required to provide proof of residency in the U.S. (such as green card, or U.S. student visa and I-20). Other documents may also be required from non-U.S. citizens. --Some consulates *may* require a clear photocopy of state issued ID (such as your driver's license).
 - For applicants applying through New York or Houston consulates only:
- -Applicants who have previously traveled to China must provide a copy of the previous Chinese visa. If the visa was issued to a previous passport, a photocopy of the canceled passport's information page must also be included.
 - Applicants of Chinese origin (born in China) must include a copy of a previous Chinese visa or their last original Chinese passport. Make sure the Chinese Name field is completed on the Chinese visa application form, in Chinese characters.
 - Visa processing fee
- --The price of the visa varies for citizens of different countries due to China's reciprocal agreements. --Please pay by Visa, MasterCard, money order, cashier's check or company check. Cash or personal checks are not accepted.

Special Instructions for Non-U.S. Citizens and U.S. Citizens NOT born in the U.S.

Students who are citizens of countries other than the United States and students who are not carrying a U.S. passport may have visa requirements different from those for U.S. citizens. If you are applying in person to the Chinese consulate, please check the consulate website carefully. If you are applying through a visa processing agency, check their website carefully for information on the documents you need.

Visa processing times for non-U.S. citizens and even U.S. citizens *not* born in the U.S. can take longer than normal, so please apply early.

If you are an international student studying in the U.S. on an F or J visa, you should consult with your Foreign Student Advisor concerning the signatures and documents necessary to reenter the U.S. to continue study after your semester abroad – THIS IS EXTREMELY IMPORTANT!

Chinese Citizens:

Students holding Chinese citizenship and who travel on the passport of that country will not need a visa to study in China. But they must complete the Tsinghua on-line application. Students holding Hong Kong IDs do not need to apply for a Chinese student visa. But they must complete the Tsinghua on-line application.

Sample Chinese Student Visa Application V.2013

(Please use this template to complete your application)

Form V.2013

中华人民共和国签证申请表

Visa Application Form of the People's Republic of China (For the Mainland of China only)

申请人必须如实、完整、清楚地填写本表格。请逐项在空白处用中文或英文大写字母打印填写,或在□內打√选择。如有关项目不适用,请写"无"。The applicant should fill in this form truthfully ,completely and clearly. Please type the answer in capital English letters in the space provided or tick (√) the relevant box to select. If some of the items do not apply, please type N/A or None.

一、个人信息 Part	t 1: Personal Information			
	姓 Last name LAST NAME			
1.1英文姓名 Full English name	中间名 Middle name MIDDLE NAME		粘贴一张近期正面兔冠、浅色背 景的彩色护照照片。	
as in passport	名 First name FIRST NAME		照片/Photo Affix one recent color passport photo (full face front view	
1.2 中文姓名 Name in Chinese	" OR CHINESE NAME GIVEN AT BIRTH	1.3 别名或曾用名 Other name(s) N/A" OR AS APPLICABLE light colored background		
1.4 性别 Sex	男 M × 女 F	1.5 出生日期 DOB(yyyy-mm-dd) DATE OF BIRTH		
1.6 现有国籍 Current nationality(ie	YOUR NATIONALITY	1.7 曾有国籍 Former nationality(ies) "N/A" OR AS APPLICABLE		
1.8 出生地点(市、省/ Place of birth(city, pr	州、国) ovince/state,country) CITY/	STATE/COUNT	RY OF BIRTH	
1.9 身份证/公民证号码 Local ID/ Citizenship	"N/A" OR A	S APPLICABLE		
1.10 护照/旅行证件 type	种类 Passport/Travel document		、官员 Service or Official .证件(请说明) Other (Please specify):	
1.11 护照号码 Passport number	YOUR PASSPORT TO ANSWER 11-14	1.12 签发日期 Date of issue(yyyy-mm-dd)	ATE OF ISSUE	
1.13 签发地点 PL	ACE OF ISSUE	1.14 失效日期 Date of expiry(yyyy-mm-dd)	EXPIRATION DATE	
1.15 当前职业 (可选多项) Current occupation(s)	一 商人 Businessperson 一 立 司职员 Company employee 前/現任议员 Former/incumbent member of parliament 取位 Position 前/現任政府官员 Former/incumbent government official 収位 Position 平人 Military personnel 収位 Position 平人 Military personnel 収位 Position 平人 Military personnel 収位 Position 非政府组织人员 NGO staff 宗教人士 Religious personnel 新闻从业人员 Staff of media			
1.16 受教育程度 Education	☐ 研究生 Postgraduate ☐ 其他(请说明) Other (Please	★ 大学 College specify):		
1.17 工作单位/学校	名称 Name SYRACUSE UNIVERSITY (R	EGARDLESS OF YOUR HOME SCHOOL	联系电话 Phone number 315-443-3471	
Employer/School	地址 Address 106 WALNUT	Γ PLACE, SYRACUSE, NY USA	邮政编码 13244	

1.18 家庭住址 YOU Home address	JR FULL	PERMANENT A	DDRESS	1.19 邮政编码 ZIP COI Zip Code	DE	
1.20 电话/手机 Home/mobile phone	number	OUR HOME	OR CELL #	1.21 电子邮箱 YOUR E-mail address	EMAIL ADDRESS	
1.22 婚姻状况 Mari	tal status	☐ 已婚 Married	× 单身 Single	其他 Other(Please speci	fy):	
1.23 主要家庭成员 (配偶、子女、父母 等,可另纸) Major family members (spouse, children,parents,et c.,may type on separate paper)	6°17,	姓名 Name	国籍 Nationality	职业 Occupation 关系 Relations		
	PARENT	S/GUARDIAN INFO				
1.24 紧急联络人信息	姓名 Name EMERGENCY CONTACT NAME					
Emergency Contact 1.25 由诗人由诗祭订		的关系 ship with the applicant 国家或地区 Country or			- Carley	
applicant is located			territory where the	USA		
2.1 申请 入境事由 Major purpose of your visit	□ 交流、考察、访问 Non-business visit □ 商业贸易 Business & Trade □ 人才引进 As introduced talent □ 执行乘务 As crew member □ 过境 Transit □ 短期探望中国公民或者具有中国永久居留资格的外国人 Short-term visit to Chinese citizen or foreigner with Chinese permanent residence status □ 短期探望因工作、学习等事由在中国停留居留的外国人 Short-term visit to foreigner residing in			□常驻外交、领事、国际组织人员 As resident diplomat, consul or staff of international organization □永久居留 As permanent resident □工作 Work □寄养 As child in foster care □与中国公民或者具有中国永久居留资格的外国人家庭团聚居留超过 180 日 Family reunion for over 180 days with Chinese citizen or foreigner with Chinese permanent residence status □长期探望因工作、学习等事由在中国居留的外国人As accompanying family member of foreigner residing in China due to work, study or other reasons □长期学习 Long-term study for over 180 days □外国常驻中国新闻机构记者 As resident journalist		
2.2 计划 入境次数 Intended number of entries	区 二次(□ 半年៛□ 一年៛□ 其他	自签发之日起 3-6 个月2 5次(自签发之日起 6-2 5次(自签发之日起 1 2 (请说明)Other (Pleas	有效) Two entries valid 个月有效) Multiple ent 平有效) Multiple entrid e specify):	r 3 months from the date of d for 3 to 6 months from the tries valid for 6 months from es valid for 1 year from the	date of issue the date of issue	
2.3 是否申请加急服注: 加急服务须经领事Tconsular officials, and ex	言员批准,将	applying for express so 加收费用。Note: Express se apply.	ervice? ervice needs approval of	□ 是 Yes 区否	No	
2.4 本次行程预计首 Expected date of you		的日期 y into China on this trip	o (yyyy-mm-dd)	DAY YOUR FLIGHT A	RRIVES (YYYY/MM/DD)	

	水在华停留的最长天数 tay in China among all entries	150 DAYS		Days
	日期 Date	详细地址 Deta	iled address	
2.6 在中国境内行	DATE OF ENTRY (YYYY-MM-DD)	ZIJING APARTMENT/TSINGHUA UNIVERSITY	7, HAIDAN DISTRICT I	BEIJING, PR CHINA
星(按时间顺序, 可附另纸填写)				
Itinerary in China (in time sequence, may	-			
type on separate paper)				
2.7 谁将承担在中 expenses during yo	中国期间的费用? Who will pay for your travel and ur stay in China?	PARE	NTS	
	姓名或名称 CAROLINE TONG, SU-BIName	EIJING, TSINGHU	A UNIV	ERSITY
2.8 中国境内邀请 单位或个人信息	地址 Address ZIJING BLDG. 23, RM. 228-229, HAIDAN DISTRICT, BEIJING PR CHINA 100084			
単位	联系电话 Phone number 86-10-5153-55	76		
	与申请人关系 Relationship with the applicant PROGRAM	M DIRECTO	R	
间和地点. Have yo	过中国签证?如有,请说明最近一次获得中国签证的时 ou ever been granted a Chinese visa? If applicable, please d place of the last time you were granted the visa.	"N/A" OR AS APPLIC		
2. 10 过去 12 个月 you visited in the l	中访问的其他国家或地区 Other countries or territories ast 12 months	"N/A" OR AS APPLIC	CABLE	
E、其他事项 Pa	art 3: Other Information		:	
	超过签证或居留许可允许的期限停留? Have you e	ever overstayed your visa or	□是 Yes	区 No
3.2是否曾经被拒绝 been refused entry	的签发中国签证,或被拒绝进入中国? Have you ever been into China?	n refused a visa for China, or	☐是 Yes	区 否 No
country?	战其他国家有犯罪记录? Do you have any criminal re		是 Yes	区 否 No
①严重精神障碍 S	任一种情形 Are you experiencing any of the following cor erious mental disorder Infectious pulmonary tuberculosis	iditions?	□是 Yes	区 否 No
③可能危害公共卫	生的其他传染病 Other infectious disease of public health			
by infectious disea	F前往过流行性疾病传染的国家或地区?Did you visit co ses in the last 30 days?	untries of territories affected	□ 是 Yes	区 否 No
3.6 如果对 3.1 到 If you select Yes to "N/A" OR AS	3.5 的任何一个问题选择"是", 请在下面详细说明。 any questions from 3.1 to 3.5, please give details below. APPLICABLE			
Title Office				

第3页 共4页 / Page 3 of 4

parate paper. N/A" OR AS APPLICAB		er than the above to declare,pleas	e give details below or type on
	申请人一同旅行,请将偕行人照 icant , please affix their photos a	片粘贴在下面并填写偕行人信息。 nd give their information below.	If someone else travels and shar
	偕行人 1 Person 1	偕行人 2 Person 2	偕行人 3 Person 3
偕行人信息 <i>Information</i>	粘贴照片于此 Affix Photo here	粘贴照片于此 Affix Photo here	粘贴照片于此 Affix Photo here
姓名 Full name	N/A	N/A	N/A
性别 Sex	N/A	N/A	N/A
生日 DOB(yyyy-mm-dd)	N/A	N/A	N/A
hereby declare that I have read thenticity of the information a 2 我理解,能否获得签证、获能导致签证申请被拒绝或被抗 understand that whether to issual official, and that any fabina. 3 我理解,根据中国法律,申	表所有内容要求,并愿就所填挤 I and understood all the question and materials I provided. 得何种签证、入境次数以及有效 通绝进入中国。 sue a visa, type of visa, number alse, misleading or incomplete state i请人即使持有中国签证仍有可能		all the legal consequences for 任何不实、误导或填写不完整 feach stay will be determined fa visa for or denial of entry in
由请人祭名	Chinese law, applicant may be re	fused entry into China even if a vis 日期 Date (yyyy-mm-dd):	

(\$)

五、他人代填申请表时填写以下内容 Part 5: If the application form is completed by another person on the applicant's behalf, please fill out the information of the one who completes the form

ppheant s benam	picase im out the mior	mation of the one who completes the form	
5.1姓名 Name	N/A	5.2 与申请人关系 Relationship with the applicant	N/A
5.3地址 Address	N/A	5. 4 电话 Phone number	N/A
I declare that I have	申请人要求而协助填表,证	明申请人理解并确认表中所填写内容准确无误 n of this form at the request of the applicant and d correct.	
代填人签名/Signate	ure:	日期/Date (yyyy-mm-dd):	