

VISA 延期申请基本流程

VISA Extension Issue

一 . 需要准备的材料 (documents should be provided)

1. 护照本人页 : ID page of passport
2. 现有签证/居留许可页 : Residence permit page
3. 最后入境章页 : Last entry seal page and VISA page
4. 住宿登记表 : Accommodation registration form issued by local police station
5. 学生本人填写申请理由 , 由导师签字 , 院系盖章后的《修业期限签证延期申请表》

(仅需 3 年级 (含) 以上学生提供) : APPLICATION FORM FOR STUDY

DURATION/VISA EXTENSION (only for the student who is over the third year of program (include the third year))

6. 如延期期间需自付保费 , 还需提供保险购买凭证 , 请登录 <http://oa.lhgj.net/cn/index> 进行操作购买 (purchase invoice must be provided for self-paid insurance during the period of extension)

二 . 具体操作模板 (sample to prepare the documents)

1. 准备护照本人页 (ID page of passport)



2. 准备现有的签证/居留许可证 (Residence permit page)



3. 最后入境章页 (Last entry seal page and VISA page)



4. 住宿登记表 (Accommodation registration form issued by local police station)

It should be issued by local police station

临时住宿登记表
REGISTRATION FORM OF TEMPORARY RESIDENCE

英文姓 Sur name	英文名 First name	MEGERSA FEYISSA	性别 Sex	男
中文姓名 Name in Chinese	国籍 Nationality		出生 Date of Birth	
证件种类 Type of certificate	普通护照 Certificate No.	证件号码 Certificate No.	签证种类 Type of visa	居留许可 Residence Permit
签证有效期 Valid visa	来店时间 Date of arrival		离店时间 Date of departure	
接待单位 Received by	房号 Room			

备注：请用正楷填写 (Remarks: Please Write in block Letters)

5. 填写《修业期限签证延期申请表》(Application form)

中国科学院大学国际学生修业期限/签证延期申请表			
APPLICATION FORM FOR STUDY DURATION/VISA EXTENSION			
学生信息/Student's Information			
学生姓名/Name	<input type="text"/>	学号/Student ID No.	<input type="text"/>
护照号码/Passport No.	<input type="text"/>	国籍/Nationality	<input type="text"/>
联系电话/Tel	<input type="text"/>	邮箱/Email	<input type="text"/>
经费来源/Source of funding (请选择/ Please tick <input checked="" type="checkbox"/>)	<input type="checkbox"/> CAS-TWAS <input type="checkbox"/> CSC <input checked="" type="checkbox"/> UCAS Full <input type="checkbox"/> Self-support <input type="checkbox"/> Other: _____	获奖年份 /Awarded year	<input type="text"/>
延期类别/Types of Extension			
二选一 Either-or <input checked="" type="checkbox"/> 在北京上学 your university is located in Beijing (京内)申请修业期限/居留许可延期/Apply for Study Duration/Residence Permit Extension 延期期限至/Expected Date: _____年/Yr _____月/Mon _____日/Day <input type="checkbox"/> 在北京以外地点上学 your university is not located in Beijing (京外)申请修业期限/JW202表期限延长/Apply for Study Duration/JW202 Form Valid Date Extension 延期期限至/Expected Date: _____年/Yr _____月/Mon _____日/Day			
后期经费来源/ Financial Support for further study			
<input type="checkbox"/> 本人已获得的奖学金/I have got scholarship from the organization (Please specify): _____ 资助期限/Duration: 从/From _____年/Yr _____月/Mon _____日/Day, 至/To _____年/Yr _____月/Mon _____日/Day (请附资助证明/Please attach the certificate of financial support)			
<input type="checkbox"/> 本人正在申请的奖学金/The scholarship I am applying for: <input type="checkbox"/> CAS-TWAS <input type="checkbox"/> UCAS Full <input type="checkbox"/> Other: _____			
<input checked="" type="checkbox"/> 导师/研究所。资助内容如下/The host Supervisor/Institute will provide the following support for further study: <input checked="" type="checkbox"/> 生活费/Living Allowance: _____RMB per month <input checked="" type="checkbox"/> 住宿或住宿费补贴/Housing or accommodation subsidy: _____RMB per month <input type="checkbox"/> 其他/Others: _____			
<input type="checkbox"/> 自费 (请附担保人出具的经济担保函及银行证明原件或公证件) /Self-Supporting (Please attach the affidavit of support from the guarantors and a bank statement (Original document or Notarized copy)).			
申请理由 (可附另页) /Personal Statement (Attach additional sheet if needed)			
简要叙述申请延期的理由即可 (A brief account of the reason why you need a VISA extension)			
申请人签字/Applicant Signature:		_____年/Yr _____月/Mon _____日/Day	
导师意见 Supervisor's Comment			
● 对学生申请修业年限/签证延期: <input checked="" type="checkbox"/> 同意 <input type="checkbox"/> 不同意 签字: _____年 月 日			
研究所/学院意见 Institute/College Comment			
● 对学生申请修业年限/签证延期: <input type="checkbox"/> 同意 <input type="checkbox"/> 不同意 负责人 (签字) _____年 月 日 (单位公章)			
国科大意见 UCAS Comment			
● 对学生申请延期: <input type="checkbox"/> 同意 <input type="checkbox"/> 不同意 负责人 (签字) _____年 月 日 (单位公章)			
注/Note: 1. 本表由学生本人填写, 经导师和研究所/学院签署意见, 报国科大批准。/This form should be filled by the student, reviewed by the host supervisor and institute/college, and then sent to UCAS for final review with the following required documents: (1) 护照个人信息页/passport ID page; (2) 当前签证页/current visa page; (3) 最后一次入境章页/last entry seal; (4) 临时住宿登记/local police station registration form; (5) 延期期间的经费来源证明材料/Documents of financial support for the study extension. 2. 硕士生基本学制一般为3年, 最长修业年限(含休学)不得超过4年。博士生基本学制一般为3年, 最长修业年限(含休学)不得超过6年。获批硕博转博的学生(含硕士阶段)修读年限一般为5年, 最长修业年限(含休学)不得超过8年。/For master study, the basic length of schooling is 3 years. The maximum length of study duration (including suspension) is no more than 4 years. For doctoral study, the basic length of schooling is 3 years. The maximum length of study duration (including suspension) is no more than 6 years. For master + doctoral study, the basic length of schooling is 5 years. The maximum length of study duration (including suspension) is no more than 8 years.			
中国科学院大学留学生办公室制表 International Students Office of UCAS			

6. 保险购买凭证（Certificate of Ping An Insurance）

联华国际保险经纪(北京)有限公司(代收保险费收据)

Unichina International Insurance Brokers(Beijing) Co., Ltd (Providing Collecting Service for Insurance Premium)

护照号码: <input style="width: 100%;" type="text"/> Passport No: 申请编号: <input style="width: 100%;" type="text"/> Application No: 中文姓名: <input style="width: 100%;" type="text"/> Name in Chinese: 护照姓名: <input style="width: 100%;" type="text"/> Passport Name:	性别: <input style="width: 100%;" type="text"/> Gender: 学号: <input style="width: 100%;" type="text"/> Student No: 出生日期: <input style="width: 100%;" type="text"/> Date Of Birth:
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项目 Item	保险期间 Policyterm	
来华人员综合保险	个人自费 from 2018-08-25 to 2019-08-24	You should purchase the insurance after the validity date of current insurance

金额 Amount Charged 小写合计 Total in Figures 大写合计 Total in Capital	¥ 800.00 捌佰元整	There are two choices, one is 600 yuan, the other is 800 yuan. purchasing any of them can help you get the VISA extension (but 800 one is more worth to buy)
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国籍: Nationality 服务卡编号: Service No 所在学校: 中国科学院大学 School	保险责任详见: 平安养老保险股份有限公司来华人员综合保险保障计划简介 Insurance coverage details: Brief Introduction to Ping An Annuity Insurance Company,Ltd. Comprehensive Insurance & Protection Scheme for Foreigners staying in China
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开票人: 微信
开票日期: 2018-05-09
收款单位: (盖章有效)

it should be "current year"

1. International students in China, teachers and experts in healthy condition, able to participate in study and work normally and from 6 to 69 are eligible to this policy.
2. Please check insurance liability and liability exemption on www.lxbx.net.
3. Hotline of insurance consulting and inform the claim: 4008105119-1.
4. This receipt exclusive printed by China of Ping An Annuity Insurance Company, Ltd. cooperating organization – Unichina International Insurance Brokers (Beijing) Co.,Ltd. Our Company reserves the right of final interpretation and alternation of this receipt.