

-IMPORTANT: DO NOT LOSE THIS CHECKLIST-

All Students **MUST** have a student visa to participate in this program.
Students arriving without a visa will be sent home by immigration officials at your own expense.

YOU are solely responsible for obtaining your visa **ON TIME** for your program.

Please take this process seriously.

The following set of instructions applies for U.S. citizens ONLY

If you are **NOT** a U.S. Citizen, you will need to visit the following website for your home country-specific instructions: <http://www.china-embassy.org/eng/ywzn/lsyw/vpna/t900567.htm>

General Chinese Visa Information:

- Explore the Chinese Visa website before applying.
 - <http://www.china-embassy.org/eng/ywzn/lsyw/vpna/t900567.htm>
- You will be applying for the **Student Visa (F** for less than 6 months; **X** for more than 6 months).
- Mailed applications are not accepted—**you must apply in person** or through a reputable visa service (CGSE recommends **Washington Passport and Visa Service – New York Office**, contact information below).
- You should apply for a **multiple-entry** visa.
- You should submit **a copy** of your Peking University acceptance letter—the consulate will keep it—carry the original with you to Beijing.

Step 1: Gather necessary documents

- **See checklist on Page 2 for necessary documents.**
- **CGSE suggests you use Washington Passport and Visa service to process your documents.**

Step 2: Apply for your VISA

Find the Chinese consulate through which you need to apply for your visa: <http://www.china-embassy.org/eng/zmzglj/t84229.htm>

- **Review** the requirements for applying for a visa and **be sure** these guidelines are still up to date
- **Complete** the Personal information and the Visa application
- **Travel and Apply** in person for your visa.

Or contact Washington Passport and Visa Service – New York, to submit your materials directly to them. If you choose to use WPVS, you will not need to travel personally to the Chinese consulate.

Application Checklist

Required Items	Provided by:	Notes
Chinese Visa Application Form	CGSE (On WPVS Website)	Included in your visa packet. The application form must be filled out completely; For questions, contact CGSE or WPVS New York, if you are using their service.
Signed Passport	You	Must be valid until July 17, 2015 (for Fall Semester <u>ONLY</u> students) or January 23, 2015 (for Academic Year <u>ONLY</u> students); must have at least one blank page in order to affix the visa.
One (1) 2-inch square photograph	You	Must be taken within six months of application; must be glued to the application form, not stapled or taped.
Letter of Acceptance from Peking University AND Original Visa Application from Peking University (JW 201)	CGSE	You must have these documents in order to apply for the visa. DO NOT LOSE THESE, they are extremely difficult to replace. Submit a COPY of your Acceptance Letter, carry the original with you to Beijing.
Flight Itinerary	You	Make sure this is a confirmed, booked flight.
Pre-paid Express Mail Envelope <i>Self-Addressed</i>	You	Made out to you for the return of your passport & visa with sufficient postage enclosed (\$19.99). MUST use U.S. Express Mail envelope, as the Consulate does not use FedEx, UPS or other third party mail services for returning passports.
Proof of ID/US Residency	You	For US Citizens, copy of driver's license. *For non-US citizens; must bring either Green Card or valid I-94 and US resident visa (F or J visa holder must bring an I-20 or DS-2019 plus one copy).
Fee	You	Money Order Check Embassy/Consulate website for fee details. Or WPVS if you choose to use their service: WPVS-New York cost will be \$240.00 (\$140.00 for Embassy Fees and \$100.00 for WPVS Fees).
Passport and Visa Service:		Typically, you will receive your passport with visa 5 business days after submitting the information to the Chinese consulate or WPVS-New York. Please contact the Center for Global Study and Engagement or Washington Passport and Visa Service – New York with any questions.
Washington Visa and Passport Service - NEW YORK 1501 Broadway 12 th Floor New York, NY 10036 Phone: 1-877-978-7123 Business Hours: 9:00 AM to 5:00 PM www.wpvs.com		
CONTACTS:		
Center for Global Study and Engagement Dickinson College 717.245.1341 global@dickinson.edu		Dickinson-in-China Ms. Shangkai Gao + 86.13.90.11.60301 gskhmj@yahoo.com.cn