



## Visa Information for China Form

Please download, print and thoroughly review the *VISA INFORMATION FOR CHINA FORM* now. After you have gathered the required items and information please begin the online Chinese Visa application process by clicking on the link at the bottom of the page. (<http://www.passportvisasexpress.com/secure/islp/index.xml> )

**Please note:** You must have your visa secured by **May 15, 2014**.

The application submission deadline for **Envision Global Forums/ISLP** is **May 1, 2014**.

### COMPLETING YOUR CHINESE VISA APPLICATION FORM

The *Visa Application Form* **must be typed** - it cannot be completed by hand. Do not leave any questions unanswered. Mark N/A for any question that is not applicable. The application must have an original signature in section 6. Please read the instructions below for specific guidelines on how to complete each section of the *Visa Application Form*:

- 1.1 **Full Name:** Fill in your Surname: (Last name) Given name: (First name) (Middle name).  
**\*Please note that you must write your name exactly as it appears on your passport.**
- 1.2 **Chinese Name:** Fill in your Chinese name in Chinese characters if applicable. This applies to those born in China PRC, Taiwan, Macau or Hong Kong.
- 1.3 **Other Name (s):** If you have a former name, such as a maiden name, fill in this information here.
- 1.4 **Sex:** Check the appropriate box.
- 1.5 **Date of Birth:** Complete with year-month-day.
- 1.6 **Current Nationality:** Complete appropriately.
- 1.7 **Former Nationality:** Complete appropriately if applicable.
- 1.8 **Place of Birth:** Complete with city, state and country where you were born. If born in Taiwan, Macau, or Hong Kong enter city and CHINA. E.g: Hong Kong, China.
- 1.9 **Local ID/Citizenship number:** Fill in N/A or Driver's license #
- 1.10 **Passport Type:** Check "Ordinary"
- 1.11 **Passport Number:** Complete appropriately.
- 1.12 **Date of Issue:** Complete with year-month-day.
- 1.13 **Place of Issue:** Refer to your passport's information page for "Issuing Authority" and complete appropriately.  
If a US citizen and no city name is listed as the issuing authority, write "USA"
- 1.14 **Expiration Date:** Complete with year-month-day.
- 1.15 **Current Occupation:** Check "Teacher or Student."
- 1.16 **Education:** Check appropriate box.
- 1.17 **Employer/School:** Complete appropriately.
- 1.18 **Home Address:** Complete appropriately.
- 1.19 **Zip Code:** Complete appropriately.
- 1.20 **Home/mobile phone number:** Complete appropriately.
- 1.21 **Email address:** Complete appropriately.

- 1.22 **Marital Status:** Complete appropriately.
- 1.23 **Major Family members:** If married must fill in spouse information. Fill in primary immediate family members only. Do not add more than five.
- 1.24 **Emergency Contact person:** Complete appropriately.
- 1.25 **Country or territory where applying for visa:** Fill in “USA”
- 2.1 **Purpose of Your Visit:** Check “Non-business visit”
- 2.2 **Number of Entries:** Two-entry valid for 6 months.
- 2.3 **Processing Time:** Check “No” unless you have elected to pay for rushed service.
- 2.4 **Date of First Entry into China:** Complete appropriately with year-month-day.
- 2.5 **Your Longest Intended Stay in China:** Complete appropriately.
- 2.6 **Residences in China:** Complete appropriately. Reference the hotel chart in the Enrolled Student information.
- 2.7 **Who Will Pay:** Fill in “Yourself.”
- 2.8 **Inviter in China:** Fill in: China International Travel Service Head Office  
RM 708, CITS Building, No. 1 Dogdan North Street,  
Dongcheng District, 100005 Beijing, P.R. China  
Phone: +86(10)8522 8059
- 2.9 **Have you ever been granted a Chinese visa:** Complete appropriately. Refer to the last China issued.
- 2.10 **Prior Visit to Other Countries:** Complete appropriately.
- 3.1 **Overstay of Visa/Permit:** Complete appropriately.
- 3.2 **Refused a Visa:** Complete appropriately.
- 3.3 **Criminal Record:** Complete appropriately.
- 3.4 **Serious Health Concerns:** Complete appropriately.
- 3.5 **Visits to Countries with Serious Health Concerns:** Complete appropriately.
- 3.6 **Details for 3.1 to 3.5:** Complete appropriately if applicable or mark N/A.
- 3.7 **Additional Information about visa application:** Complete appropriately if applicable or mark N/A.
- 3.8 **If someone else travels and shares the same passport with the applicant:** mark N/A or leave it blank.
4. **Signature:** Complete appropriately. You must return the application with your original signature and be sure to include the date.
- 5.1 **Name of Person Completing Form:** Complete appropriately if applicable.
- 5.2 **Relationship to the Applicant:** Complete appropriately if applicable.
- 5.3 **Address of that Person:** Complete appropriately if applicable.
- 5.4 **Phone number:** Complete appropriately if applicable.
- 5.5 **Signature of that Person:** Complete appropriately if applicable.