

Regulations of International Students' Visa and Residence Certificates of JHUN

Article 1 In order to reinforce the management of international students' visa and residence certificates, the regulations are carried out according to *Exit and Entry Administration Law of the People's Republic of China* and *Regulations of the People's Republic of China on Administration of the Entry and Exit of Foreigners*.

Article 2 X1 visa is valid within thirty days from the day holder enters into China, and the international students with X1 visa should apply for residence certificates with at least two weeks before the deadline.

Article 3 X2 visa is valid within 180 days from the day holder enters into China, and the international students who hold X2 visa and study more than 180 days in China should apply for residence certificates with at least two weeks before the deadline. Instead, the students whose stay less than 180 days do not need.

Article 4 The international students who enter into China with visa except X1 or X2, will not be registered by Jiangnan University in principle. In case of special circumstances, the international student who enters into China with other visa is required to submit a claim and write application to the School of international Education in the arrival day, after being permitted by the School of international Education and the entry-exit administrative departments of the public security organ, he/she is required to apply for residence certificates according to relevant regulations. If the valid period of visa is not enough for about 20 days when the student registers, the application will not be accepted.

Article 5 All the required paper materials of the residence certificates for the first time are as follows:

- 1) The completed VISA/STAY PERMIT/RESIDENCE PERMIT APPLICATION FORM;
- 2) The passport and the photocopies of photo pages, visa page, the page with other information and the seal of entry date of passport;
- 3) Official letter from university;
- 4) The original admission letter and its copy;
- 5) The third page of the Visa Application for Study in China (JW201 or JW202) and its copy issued by the Ministry of Education;
- 6) The Health Certification and its copy issued by Hubei International Travel Healthcare Center;
- 7) The original of the registration form of temporary residence and its copy or the printed

paper of the online temporary residence registration.

Article 6 The international students who hold the residence certificate are required to apply for the extension of residence certificate 30 days before its expired date.

Article 7 Materials of application for the extension of residence certificate are as follows:

- 1) The completed VISA/STAY PERMIT/RESIDENCE PERMIT APPLICATION FORM;
- 2) The passport and the photocopies of photo pages, visa page, the page with other information and the seal of entry date of passport;
- 3) Official letter from university;
- 4) The original admission letter and its copy;
- 5) The third page of the Visa Application for Study in China (JW201 or JW202) and its copy issued by the Ministry of Education;
- 6) The Health Certification and its copy issued by Hubei International Travel Healthcare Center;
- 7) The original of the registration form of temporary residence and its copy or the printed paper of the online temporary residence registration;

Article 8 The student holders of residence certificate whose registered information (name, reason for residence and the number of passport), accompanying persons, address and institution, etc., have been changed, or need to do part-time job out of campus, are required to apply for the modification or addition of residence certificate in 10 days from the very day when change happens.

Article 9 Materials of application for the modification or addition of residence certificate are as follows:

- 1) The completed VISA/STAY PERMIT/RESIDENCE PERMIT APPLICATION FORM;
- 2) The passport and the photocopies of photo pages, visa page, the page with other information and the seal of entry date of passport;
- 3) Official letter from university;
- 4) The original admission letter and its copy;
- 5) The third page of the Visa Application for Study in China (JW201 or JW202) and its copy issued by the Ministry of Education.

Article 10 The international students who transfer from another school into Jiangnan University are required to cancel the original residence certificate at the Exit and Entry Administration of Public Security Department where their previous school lies, and then apply for the staying certificate which is valid for 30 days. After that, they can be registered and apply for new residence certificate.

Article 11 If the international students find their passports lost, they should handle in accordance to following procures:

- 1) Report the case to the security authorities where you lost passports;
- 2) Apply for the certificate of losing passport at the Exit & Entry Administration Department of Wuhan Public Security Bureau, with the police report and the copy of original passport conformed by the security authorities.
- 3) Go to your embassy or consulate to apply for new passport;
- 4) With the new passports, reapply for the residence certificate or visa at the Exit & Entry Administration Department of Wuhan Public Security Bureau.

Article 12 The School of International Education is responsible for receiving the relevant laws and regulations, and conveying timely the relevant requirements to the full or part-time student assisting teachers of the relevant schools.

Article 13 The full or part-time student assisting teachers of the relevant colleges are required to scan and back up the information of international students' visas and residence certificate of their colleges, collect the data form of the valid period of their students' visas and residence certificates, and establish the early warning mechanism for overdue residence certificates, in order to remind and assist students to finish the application or extension of residence certificates on time.

Article 14 International students should study relevant laws and regulations seriously, finish the application, extension or addition of the residence certificate timely according to the requirements and bear the legal liability caused by holding overdue visas or residence certificate. The international students should apply for the residence certificates on the basis of their requirements; after they receive the residence certificates in success, they should go to the School of International Education for scanning and backing up the visas and the residence certificate information.

Article 15 International students at the age of 16 or older who reside or stay in China shall keep their passports with them properly for possible inspection by the police.

Article 16 These regulations go into effect from the date of its promulgation, and the School of International Education is responsible for the explanation of these regulations.