

中国科学院大学国际学生修学年限/居留许可延期/变更申请表

APPLICATION FORM FOR STUDY DURATION/RESIDENCE PERMIT EXTENSION/ALTERATION

*填写前请先仔细阅读本表背面填表说明内容。/Please carefully read the note backside before you fill in this form.

SV2

I 申请信息/ Applicant's Information																															
学生姓名/Passport Name	学号/Student ID																														
国籍/Nationality	护照号码/Passport No.																														
培养单位/Host institute																															
经费来源/Funding source	<input type="checkbox"/> CAS-TWAS <input type="checkbox"/> CSC <input type="checkbox"/> UCAS Full <input type="checkbox"/> B&R <input type="checkbox"/> Self-support <input type="checkbox"/> Other: _____																														
II 办理类型 (可多选, 请选择√) /Type of Application (Multiple Choices, Please tick √)																															
<input type="checkbox"/> 仅申请居留许可延期(一般每年一次; 每次延期最长不超过 12 个月)/Apply for Resident Permit Extension to the Expected Date (This application is usually once per year, for no more than 12-month extension): _____年/Yr _____月/Mon _____日/Day <input type="checkbox"/> 仅申请居留事项变更 (根据中国法律规定应在居留事项变更之日起 10 天内向出入境申请。请仔细阅读本表备注了解居留事项变更内容。)/Apply for Resident Permit Alteration Due to <input type="checkbox"/> Passport Change, <input type="checkbox"/> Reason for Residence Change, <input type="checkbox"/> Others (Please apply to the exit-entry bureau within 10 days from the date of change as required by laws . For more details about residence permit alteration, please see the note below). <input type="checkbox"/> 同时申请学习期限及居留许可延期 (本项仅供超过基本学习期限未毕业者申请。每次延期最长不超过 12 个月。基本学习期限请查看录取通知书。)/Apply for Study Duration & Residence Permit Extension to the Expected Date (This is only for students who do not finish their master/PhD/visiting programs within basic study duration to apply for no more than 12-month extension. Please refer to the Admission Notice for your basic study duration at UCAS.): _____年/Yr _____月/Mon _____日/Day																															
III 办理步骤/Application Type	IV 提交材料/ Required Materials																														
<p>第一步: 向留学生办公室提前申请材料, 完成网上申请手续。对于奖学金生, 在奖学金资助期限内, 第 1.2.3.4.5 项材料必备; 如超出奖学金资助期限, 第 1.2.3.4.6.7 项材料必备。对于自费生, 第 1.2.3.4.7.8.9.项材料必备。</p> <p>Step 1: Please submit required materials to International Students Office to complete online application procedure. For students who get scholarships from UCAS, please submit No. 1.2.3.4.5. If scholarship is going to run out during the extension period, please submit No. 1.2.3.4.6.7. For self-supporting student, please submit No. 1.2.3.4.7.8.9.</p> <p>第二步: 请到北京市出入境管理局签证处面签。第 10.11.12.13 项材料必备。</p> <p>Step 2: Please complete visa interview procedure at the Visa Office of Exit-Entry Administration Department with 20 days after entry. All students shall submit No. 10.11.12.13.</p>	<p>提交申请材料前请详细检查。/Please carefully check before material submission.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">第一步所需材料/Materials required for Step 1</th> </tr> <tr><td>1. 护照本人页复印件/Copy of Passport ID Page</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>2. 当前签证/居留许可复印件/ Copy of Current Visa/Residence Page</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>3. 最后入境章复印件/Copy of the last entry seal page</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>4. 住宿登记表复印件/Copy of Accommodation Registration Form</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>5. 奖学金资助证明复印件/Photo Copy of Scholarship Award Letter</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>6. 延期期间经费来源证明/Certificate of Financial support for living expense in the visa extension period.</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>7. 平安保险续保证明/Buying Certificate of PingAn Insurance</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>8. 学费交纳凭证的复印件/Photo Copy of Paying Certificate of Tuition Fee.</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>9. 经济担保人出具的经济担保函及其银行存款证明/An affidavit of support from the guarantor with his/her bank statement</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr> <th colspan="2" style="text-align: left;">第二步所需材料/Materials required for Step 2</th> </tr> <tr><td>10. 本人护照原件及复印件/Original and Photocopy of Passport</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>11. 一张 2 寸 (护照规格) 照片/ One 2-inch Photo</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>12. 住宿登记表原件/ Original of Accommodation Registration Form issued by Local Police Station</td><td style="text-align: center;"><input type="checkbox"/></td></tr> <tr><td>13. 由留办签发盖章的《外国人签证证件申请表》/Stamped Application form Issued by ISO</td><td style="text-align: center;"><input type="checkbox"/></td></tr> </table>	第一步所需材料/Materials required for Step 1		1. 护照本人页复印件/Copy of Passport ID Page	<input type="checkbox"/>	2. 当前签证/居留许可复印件/ Copy of Current Visa/Residence Page	<input type="checkbox"/>	3. 最后入境章复印件/Copy of the last entry seal page	<input type="checkbox"/>	4. 住宿登记表复印件/Copy of Accommodation Registration Form	<input type="checkbox"/>	5. 奖学金资助证明复印件/Photo Copy of Scholarship Award Letter	<input type="checkbox"/>	6. 延期期间经费来源证明/Certificate of Financial support for living expense in the visa extension period.	<input type="checkbox"/>	7. 平安保险续保证明/Buying Certificate of PingAn Insurance	<input type="checkbox"/>	8. 学费交纳凭证的复印件/Photo Copy of Paying Certificate of Tuition Fee.	<input type="checkbox"/>	9. 经济担保人出具的经济担保函及其银行存款证明/An affidavit of support from the guarantor with his/her bank statement	<input type="checkbox"/>	第二步所需材料/Materials required for Step 2		10. 本人护照原件及复印件/Original and Photocopy of Passport	<input type="checkbox"/>	11. 一张 2 寸 (护照规格) 照片/ One 2-inch Photo	<input type="checkbox"/>	12. 住宿登记表原件/ Original of Accommodation Registration Form issued by Local Police Station	<input type="checkbox"/>	13. 由留办签发盖章的《外国人签证证件申请表》/Stamped Application form Issued by ISO	<input type="checkbox"/>
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V 延期理由/ Personal Statement (Please attach additional sheets if the space allowed insufficient)																															
<input type="checkbox"/> 出于以下原因, 提出上述申请/I submit the above-mentioned applications due to the following reasons: <input type="checkbox"/> 我已阅读表格内容并检查提交材料, 提供的一切信息真实有效。/I have carefully read the form and checked the required documents. I promise all the submitted documents are true, authentic and effective. Otherwise, I will be responsible for all the consequences. <input type="checkbox"/> 我在华学习期间, 将严格遵守中国的法律和中国科学院大学的规章制度。/I shall abide by the laws and regulations of China as well as the rules and regulations of UCAS during my study in China.																															
申请人签字/Applicant's Signature: _____ 年/Yr _____月/Mon _____日/Day																															
VI 导师意见 Supervisor's Comment	VII 研究所/学院意见 Institute/College Comment																														
● 对学生申请延期: <input type="checkbox"/> 同意 Agree <input type="checkbox"/> 不同意 Disagree 导师签字/Signature: _____ 年 月 日	● 对学生申请延期: <input type="checkbox"/> 同意 Agree <input type="checkbox"/> 不同意 Disagree 审核人签字 Signature: _____ 年 月 日 (主管部门公章)																														
VIII 国科大意见 UCAS Comment																															
● 对学生申请延期: <input type="checkbox"/> 同意 Agree <input type="checkbox"/> 不同意 Disagree 负责人 (签字): _____ 年 月 日 (主管部门公章)																															

填表说明/Note:

1. 本表主要供国际学生在北京办理修学年限/居留许可延期/变更时使用, 连同其他相关材料, 经所在学院/研究所向留学生办公室提交。申请结果即《外国人签证证件申请表》(加盖留办公章)做好之后适时通知申请人领取。/This form is mainly for international students to apply for study duration/residence permit extension/alteration in Beijing, which shall be filled by the applicant with the signature of supervisor and the seal of host institute. The form shall be submitted with all the required documents by host institute to the International Students Office. Applicants will be duly informed to take the application result (i.e. *Application Form for Visa/Residence Permit* with the seal of International Students Office) after it is well prepared.

2. 国际学生申请时正在京外研究所学习的, 应按照属地化管理原则, 向当地出入境管理机构办理签证延期/变更。所需材料及申请步骤向培养单位咨询。/International students who are currently studying outside Beijing shall apply to the local exit-entry bureau for residence permit extension/alternation, following the guidance of their host institutes.

3. 国际学生一般应于5月1日至5月20日或11月1日至11月20日期间提出居留许可延期申请。遇有特殊情况需要提前或延后申请的, 应事先征得培养单位的同意。/For residence permit extension, international students are supposed to apply once per year during May 1st to May 20th, or Nov. 1st to Nov. 20th. If there is a need to apply earlier or later, they shall ask for permission by their host institutes.

4. 国际学生如因超过录取通知书规定的基本学习年限未按时毕业, 需延长修学年限及居留许可有效期的, 应填写此表, 经导师同意, 向培养单位提出申请, 报国科大批准。不同类别的学生, 基本学制及最长修读年限不同。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。获批硕博连读的学生(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。进修生基本学制一般是3个月至2年, 到期后可根据研究计划要求申请修业期限延期。/For those who do not graduate within basic study duration which is indicated in their Admission Notice, and need to extend their study duration and residence permit, they shall fill in this application form and submit it with the required documents via their host institutes to the International Students Office for approval. Different categories of students have different length of basic study duration and different length of maximum study duration. For Master programs, the length of basic study duration is 3 years. The maximum length of study duration (including suspension) is no more than 4 years. For doctoral programs, the length of basic study duration is 3 years. The maximum length of study duration (including suspension) is no more than 6 years. For Master + doctoral programs, the length of basic study duration is 5 years. The maximum length of study duration (including suspension) is no more than 8 years. For visiting programs, the length of basic study duration is 3 months to 2 years, which could be approved accordingly due to their research plan.

5. 外国人居留证件的登记项目包括: 持有人姓名、性别、出生日期、居留事由、居留期限, 签发日期、地点, 护照或者其他国际旅行证件号码等。外国人居留证件登记事项发生变更的, 持证件人应当自登记事项发生变更之日起十日内向居留地出入境管理机构申请办理变更, 并在获得新居留许可证件后, 到居住地派出所重新办理临时注册登记, 取得新的《临时住宿登记表》。/The registered items of a foreign residence permit include name, sex, date of birth, reason for residence and duration of residence of the holder, date and place of issuance, passport number or other international travel documents number. When any one of these items has changed, the holder shall, within 10 days from the date of change, apply to the local exit/entry administration for a new residence permit. Within 24 hours after getting a new residence permit, the holder shall complete accommodation registration procedure again at the local police station to update his or her visa information and gets a new *Accommodation Registration Form*.

6. 所有国际学生在华期间必须按照有关规定投保。保期应覆盖其在华签证/居留许可有效期。申请延长的居留许可有效期不能超过现有保期, 否则应当先续保。/The Chinese Ministry of Education requires that all international students be medically insured throughout their study in China. Their insurance duration should cover their study duration. The duration of residence permit to be extended shall be no longer than the duration of their current insurance. Otherwise, international students are required to renew their insurance at first.



服务支持热线
SERVICE SUPPORT HOTLINE 400 810 5119 - 4

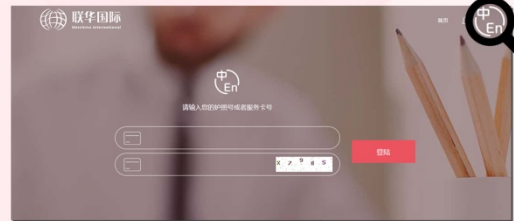
网上支付看这里 轻松缴费我帮你

Online payment look here. Let me help you!

登录留学保险网
www.lxbx.net
login net of study abroad insurance.

留学生
查询缴费
Students check
payment

输入护照号和验证码
[passport number and verification code]

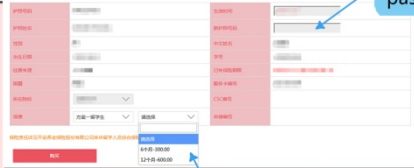


购买保险
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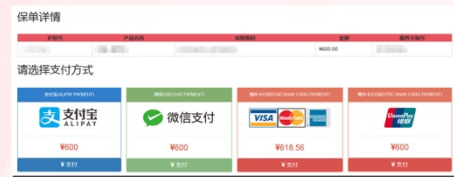
点击购买
click buy

新护照号码
change the new
passport number



选择保费
selection premium

支付方式
[method of payment]



支付完成
[PAYMENT COMPLETION]



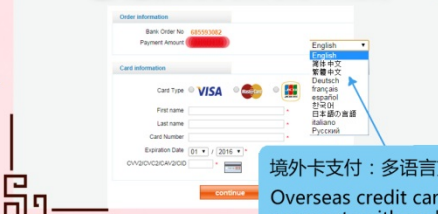
邮箱留存凭证 sent certificate

境内卡支付(DOMESTIC BANK CARD PAYMENT)



在线帮助 online help

境外卡支付(DBROAD BANK CARD PAYMENT)



境外卡支付：多语言支持
Overseas credit card
payments with multilingual

联华国际保险经纪(北京)有限公司

中国科学院大学国际学生保费来源及支付方式 Sources of insurance

经费来源 Insurance Financial Support	资助期限内 Within Funding period	资助期限外 Beyond Funding period
中国政府奖学金 CSC scholarship	项目支付 Insurance Support by scholarship	个人支付 Insurance personally pay
中国科学院大学国际学生奖学金 UCAS scholarship		
中国科学院—发展中国家科学院院长奖学金计划 CAS-TWAS		
中国科学院“一带一路”硕士生奖学金计划 One Belt One Road master scholarship		
外国政府/非政府组织、国际组织奖学金 Scholarships from Foreign Governments	个人支付 Insurance personally pay	
研究所奖学金 DICP Scholarship		

Remarks 备注：1) 中国政府奖学金对博士生、硕士生专业学习的资助期限 3-4 年，对进修生的资助期限为 1 年以内。在资助期限内，中国政府奖学金生的保费由中国政府支付。For CSC scholarship, Beyond Funding period of 3-4 years, Insurance need to be paid by the student self (personally).

2) 中国科学院大学国际学生奖学金对博士生、硕士生的资助期限不超过 3 年，对进修生的资助期限不超过 2 年，不接受延期申请。在资助期限内，中国科学院大学国际学生奖学金生(含部分奖学金生，下同)的保费由中国科学院大学为其支付。For UCAS scholarship, Beyond Funding period of 3 years, Insurance need to be paid by the student self (personally).

3) 中国科学院—发展中国家科学院院长奖学金计划资助期限不超过 4 年，不接受延期申请。该奖学金生活费中含保险费，因此，在资助期限内，获奖学生的保费从其每学年第一个月份的奖学金生活费中扣除后，由中国科学院大学统一汇款支付。For CAS-TWAS scholarship, Beyond Funding period of 4 years, Insurance need to be paid by the student self (personally).

4) 中国科学院“一带一路”硕士生奖学金计划资助期限不超过 3 年，不接受延期申请。该奖学金生活费中含保险费，因此，在资助期限内，获奖学生的保费从其每学年第一个月份的奖学金生活费中扣除后，由中国科学院大学统一汇款支付。For One Belt One Road master scholarship , Beyond Funding period of 3 years, Insurance need to be paid by the student self (personally).