



TLSCONTACT VISA APPLICATION CENTRE - CHINA

LIST OF DOCUMENTS

LONG STAY – AU PAIR

The student “au pair” internship program allows you to live and work for a French family while studying in order to perfect your knowledge of the French language, culture and society. You must be between 17 to 30 years old. If you wish to go to France to be an **au pair** and stay longer than 90 days, you must provide a contract from your host family with the authorization issued by the French Ministry of Labor.

O = Original

C = Copy

T = Translation

Comments	Documents	O	C	T
	<p>One recent identity photo</p> <p>Size 3.5 cm x 4.5 cm, color photo with white background, taken within 6 months and from the front without any head-coverings. Please visit FAQ page on our website to see photo requirements.</p> <p>Have a compliant photograph taken directly at the Visa Application Centre! For more information, please visit Added Value Services page on our website.</p>	Y		
	<p>Long stay visa application form</p> <p>Available on our Links and Downloads page..</p>	Y		
Mandatory for foreigners	<p>Chinese residence permit</p> <p>A foreign applicant must hold a residence permit with a period of validity of no less than 6 months or a permanent residence card. Holders of a single-entry or a multi-entries visa are not allowed to apply for any visa except for airport transit visa.</p>	Y	Y	
	<p>Diploma</p> <p>Last diploma</p>	Y	Y	Y
For students	<p>Studies certificate or diploma</p> <p>Should be issued by your school to precise your grade and how many days school permit your leave. Should include school’s address, contact and official seal. Should also indicate name, position and signature of the person in charge.</p>	Y	Y	



Comments	Documents	O	C	T
For minors (< 18 years old)	<p>Notarial certificate of birth OR notarial certificate of family relationship between parents / legal guardian and the minor applicant. All these acts must be legalized by the Chinese Ministry of Foreign Affairs, the Chinese Embassy or the Waiban, original containing translation in English or in French</p> <p>For foreigners: Notarial certificate of Medical Certificate of Birth, legalized by the Embassy/Consulate of your country in China, original containing translation</p> <p>Original and/or photocopy can be kept by the Consular Authority.</p>	Y	Y	
For minors (< 18 years old)	<p>Notarial certificate of parental authority delegation certified by the Chinese Ministry Of Foreign Affairs or by the Chinese Embassy, original containing translation</p> <p>For foreigners: Certificate of parental authority delegation, original containing translation</p> <p>This document should contain the parents' signature and should define the person in charge for the underage in Schengen area. Mandatory if the child is traveling alone or with only one of the parents.</p>	Y	Y	
For students	<p>Student card</p>	Y	Y	
	<p>Placement agreement signed by young au pair and host family</p> <p>d'une durée maximale d'un an, renouvelable une fois, pour permettre un séjour pouvant aller jusqu'à deux ans, établie sur le CERFA n°15973*01 (pas besoin d'être visée par la DIRECCTE)</p>	Y	Y	
	<p>Proof of basic knowledge of the French language, that you are educated to secondary school level or that you have professional qualifications.</p>	Y	Y	
	<p>Cover letter written by the student</p> <p>It should explain the choice of France, French language and this type of visa</p>	Y		
	<p>Medical insurance covering whole stay</p>	Y	Y	
	<p>Passport</p> <p>A full national private passport or official travel document valid for at least more than 3 months beyond the validity of the requested visa, with two blank visa pages with</p>	Y	Y	



Comments	Documents	O	C	T
	<p>the mention “visa” to affix the visa sticker. Should be issued less than 10 years ago. More information on FAQ page on our website.</p> <p>Copies of the first 5 pages of the passport containing information, and all pages that contain visas or stamps.</p>			
	<p>Previous passports</p> <p>If you are in possession of one or more previous passports, it is mandatory to provide them.</p> <p>Copies of the first 5 pages of every previous passport, and all the pages that contain visas or stamps.</p>	Y	Y	
<p>2 additional mandatory documents for submission by a representative:</p> <p>For the following main visa categories:</p> <ul style="list-style-type: none"> • long-stay visa application (above 90 days) • visiting the DROM-CTOM <p>Applicants of 12 years old or above on the day of submitting visa application must go through the biometric data capture step for each new application, even if they have already submitted their fingerprints for a previous visa application. More information on FAQ page on our website.</p>				
	<p>Letter of authorization for visa application/passport return</p> <p>Mandatory if you choose to submit your application by a representative. Download.</p> <p>Requirements:</p> <p>1. The signature on the letter of authorization needs to be the same as the one in the applicant’s passport and Visa application form. The form has to be filled out completely. No correction is allowed on the form.</p> <p>2. The letter can’t be shared and each applicant has to present the original.</p> <p>3. Minor applicant under the age of 18: The letter of authorization must be signed by one parent or a legal guardian: An adult is authorized to accompany the underage applicant for the submission and enrollment of biometric data (Parents’ ID photocopies should be joined with the authorization letter) Please DO NOT sign the name of the underage applicant.</p> <p>Please note that:</p> <p>(1) The authorization letter must be signed by a legal guardian. The representative is not authorized to sign it.</p>	Y	Y	



Comments	Documents	O	C	T
	<p>(2) Personal appearance is not required for children under 12 years old. The age on the date of application submission is taken as reference to determine if an applicant is a minor or not.</p> <p>The authorization is not required, if parents submit the application for their minor-aged children. However, they should provide evidence proving the family relation (such as hukou etc.).</p>			
	<p>Representative's ID Card or passport</p> <p>Mandatory if you choose to submit your application by a representative.</p>	Y	Y	