



TLSCONTACT VISA APPLICATION CENTRE - CHINA

LIST OF DOCUMENTS

LONG STAY (MORE THAN 90 DAYS) STUDY

According to the new procedure of the Campus France, you may choose any French Visa Application Centre in China to apply for your long stay student visa. The restrictions of the consultation area no longer apply to this visa type.

The Visa Application Centre staff recommend you present your CN number of the Campus France (CN-XXXXX) on the appointment day so that we can verify your pre-consulate visa process has been completed. Only after your pre-consulate process has been completed, can you apply for a visa.

- **To study at a higher education institution in France (including 'classe préparatoire' after Baccalaureat):**
The procedure of Campus France ([click here for more information](#)) is mandatory. Once the Campus France procedure has been completed, applicant's account in "Etudes en France" will receive a notification for submitting visa application at TLS center.
- **For minor applicant under 18 years on the day of scheduled arrival in France (according to the date indicated in long stay application form):** please apply for 'Long stay - minor under 18 years old' category. Please do not register under 'Long stay student' category. The pre-consular procedure at Campus France is compulsory for minors wishing to integrate higher education training.
- **To study in a high school in France:** Campus France procedure is not required.

When entering the Schengen Area, you are advised to verify that an entry seal is affixed to your passport by customs.

Students - formality required in order to obtain the residence permit in France

You have just been issued a long-stay visa serving as a residence permit enabling you to legally stay in France. Within the first three months following your arrival, you must register and validate on-line your visa. From February 18, 2019, you can validate on-line your visa without further steps to the French Office of immigration and integration. This quick and simple process will ensure that you are registered as a legal resident in France in order to complete your relocation. If you fail to validate your visa within the first three months following your arrival, you will no longer be considered a legal resident in France and will be unable to re-enter the Schengen Area.

For further information, please go to <https://administration-etrangers-en-france.interieur.gouv.fr>.

ATTENTION



1. You have a visa that is valid for 6 to 12 months that you need to validate when you arrive in France.
2. If you have a 3-month VCS short stay visa, you do not need to complete this procedure.

ATTENTION: YOU MUST FULFILL THESE FORMALITIES WITHIN THE FIRST 3 MONTHS OF YOUR ARRIVAL IN FRANCE.

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>Template is available on our Links and Downloads page.</p> <p>[Consular area Beijing/Chengdu/Guangzhou/Shenyang]: Please write down your CN number (CN-XXXXX) of Campus France on the top left corner of your form. Please make sure that your pre-consulate visa process has been completed. (with certificate of admission sent by Campus France)</p> <p>[Consular area Wuhan]: Please write down your CN number (CN-XXXXX) of Campus France and the name of your university in France on the top left corner of your form. Please make sure that your pre-consulate visa process has been completed. (with certificate of admission sent by Campus France).</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</p>	Y	Y	



Comments	Documents	O	C	T
	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>Working certificate of the father / or the sponsor</p> <p>Original letter from employer on official company paper with stamp, signature, date and clearly mentioning: -address, telephone and fax numbers of the company; -the name and position in the company of the countersigning officer; -the name and position of the father or the sponsor, his salary, working location and years of service</p> <p>Translation is mandatory if the certificate is not written in English or French.</p>	Y		Y
	<p>Working certificate of the mother / or the sponsor</p> <p>Original letter from employer on official company paper with stamp, signature, date and clearly mentioning: -address, telephone and fax numbers of the company; -the name and position in the company of the countersigning officer; -the name and position of the mother or the sponsor, her salary, working location and years of service</p> <p>Translation is mandatory if the certificate is not written in English or French.</p>	Y		Y
For adults (> 18 years old)	Notarial Birth Certificate, original containing translation	Y	Y	
	<p>Letter of financial support signed by the parents or sponsor</p> <p>The letter must stipulate that adequate funds will be transferred to the applicant upon his/her arrival in France</p>	Y	Y	Y
	<p>Bank statement of the parents or the sponsor</p> <p>Bank statement of the parents or the sponsor with a minimum amount of 7380 Euro, about 60000 RMB (not including the registration fee). More information on FAQ page on our website.</p>	Y	Y	
	<p>Bank history of the last six months of the father or sponsor</p> <p>Credit card records NOT accepted.</p> <p>More information on FAQ page on our website.</p>	Y	Y	



Comments	Documents	O	C	T
	<p>Bank history of the last six months of the mother or sponsor</p> <p>Credit card records NOT accepted.</p> <p>More information on FAQ page on our website.</p>	Y	Y	
	French school registration		Y	
	<p>Accommodation letter</p> <ul style="list-style-type: none"> • If an accommodation is rented: lease • If a free accommodation is provided: attestation of host on a blank piece of paper and copy of his French ID card or passport and resident's permit. • For an accommodation in university hall: certificate of the C.R.O.U.S. • Hotel booking or accommodation booking from a private person for personal purposes. • Other cases: explanatory letter mentioning address in France 		Y	
	Certificate of delay issued by the school in France (if applicable)		Y	
	<p>Passport, original and copy</p> <p>A full national private passport or official travel document. For more information on passport standard, please refer to FAQ section of our website.</p> <p>Before submitting your application, please check the following:</p> <p>1. Passport validity:</p> <ul style="list-style-type: none"> - your passport should be issued less than 10 years. - For a short-stay Schengen visa (less than 90 days): expiration date must be no earlier than 3 months after the date of your return from the Schengen Area. - For Renewal of a circulation visa: expiration date must be 15 months after the day of visa application. - For a regular long stay visa (more than 90 days): expiration date must be 15 months after the scheduled departure day from China. <p>2. Your passport should contain two blank visa pages.</p> <p>3. Make sure your passport has not been altered or damaged. If your passport is damaged or validity is not sufficient, you must</p>	Y	Y	



Comments	Documents	O	C	T
	<p>renew or change your passport. 4. Signature on the last page of non-bio passport is required.</p> <p>Passport, copy Copies of the first 5 pages of the passport containing information, and all the visa pages containing 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</p>			



Comments	Documents	O	C	T
	<p>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> <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	