



## TLSCONTACT VISA APPLICATION CENTRE - CHINA

### LIST OF DOCUMENTS

#### LONG STAY – STUDY - MINOR UNDER 18 YEARS OLD (MORE THAN 90 DAYS) - INDIVIDUAL

You are under 18 years old, wish to go to France for **study purposes** and will stay more than 90 days. You must provide a registration certificate from a French school.

#### SPECIAL NOTICE:

- **For applicants reaching 18 years old on the day of scheduled arrival in France (according to the date indicated in long stay application form):** please apply for ‘**Long stay – student**’ category, instead of ‘Long stay - minor under 18 years old’ category.
- **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 achieved, applicant will receive a notification for submitting visa application at a respective visa application center. Any application without this procedure will not be accepted by Visa application center.
- **To study in a high school in France:**  
Campus France procedure is not required.

**O = Original**

**C = Copy**

**T = Translation**

Comments	Documents	O	C	T
	<p><b>One recent identity photo</b></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><b>Long stay visa application form</b></p> <p>Available on our <a href="#">Links and Downloads page</a>.</p>	Y	Y	



Comments	Documents	O	C	T
<b>Mandatory for foreigners</b>	<p><b>Chinese residence permit</b></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><b>Motivation letter</b></p> <p>This letter shall indicate the reasons for choosing France, French language and this visa type.</p> <p>Translation is mandatory in case the letter is not written in French or in English.</p>	Y		Y
	<p><b>Certificate of registration or pre-registration or prior agreement of the French school</b></p>	Y	Y	
	<p><b>Receipt of registration fees (full or partial) or commitment to pay the registration fee and income proof (optional)</b></p> <p>In case of registration at a private school.</p>	Y	Y	
	<p><b>Report cards of last school year</b></p>	Y	Y	Y
	<p><b>Senior high school diploma or equivalent document (optional)</b></p> <p>In case of registration at an institution of higher education.</p>	Y	Y	Y
	<p><b>Proof of French language level</b></p>	Y	Y	Y
	<p><b>Parental authorization</b></p> <p>Must be in the form of notarial certificate legalized by Foreign Affairs Office (containing translation in English or French). <a href="#">Click here to download the format.</a></p>	Y		
	<p><b>Reception conditions</b></p> <p><b>Notes:</b></p> <p>1.If the minor applicant is enrolled in a boarding school: please provide enrollment certificate for boarding school (original and photocopy), an original explanation letter on the arrangements when boarding school is closed (in case of need, statements of host family) and a copy of Identity document of the person signing the engagement letter to take charge of the minor.</p> <p>2. If the minor applicant is not enrolled in a boarding school: an engagement letter of host family indicating housing conditions and a</p>	Y		



Comments	Documents	O	C	T
	copy of identity document of the person signing engagement letter to take charge of the minor.			
	<p><b>Financial guarantee letter</b></p> <p>Should be with the identity document of the signatory of financial guarantee letter <a href="#">Click here to download the format.</a></p>	Y		
	<p><b>Certificates of vaccinations</b></p> <p>DT-Polio (or medical certificate attests the impossibility to perform these vaccinations locally and commitment of parents to have them on arrival in France)</p>	Y	Y	Y
	<p><b>Insurance certificate</b></p> <p>Health insurance coverage and civil responsibility or commitment to obtain such insurance on arrival in France</p>	Y	Y	
	<p><b>Passport, original and copy</b></p> <p>A full national private passport or official travel document. For more information on passport standard, please refer to <a href="#">FAQ</a> section of our website.</p> <p>Before submitting your application, please check the following:</p> <p><b>1. Passport validity:</b></p> <ul style="list-style-type: none"> <li>- your passport should be issued less than 10 years.</li> <li>- 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.</li> <li>- For Renewal of a circulation visa: expiration date must be 15 months after the day of visa application.</li> <li>- For a regular long stay visa (more than 90 days): expiration date must be 15 months after the scheduled departure day from China.</li> </ul> <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 renew or change your passport.</p> <p>4. Signature on the last page of non-bio passport is required.</p> <p><b>Passport, copy</b></p> <p>Copies of the first 5 pages of the passport containing information, and all the visa pages containing visas or stamps.</p>	Y	Y	



Comments	Documents	O	C	T
<p><b>2 additional mandatory documents for submission by a representative:</b></p> <p>For the following main visa categories:</p> <ul style="list-style-type: none"> <li>• long-stay visa application (above 90 days)</li> <li>• visiting the DROM-CTOM</li> </ul> <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. For more information, please visit FAQ page on our website.</p>				
	<p><b>Letter of authorization for visa application/passport return</b></p> <p>Mandatory if you choose to submit your application by a representative.  <a href="#">Download.</a></p> <p><b>Requirements:</b></p> <ol style="list-style-type: none"> <li><b>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.</b></li> <li><b>2. The letter can’t be shared and each applicant has to present the original.</b></li> <li><b>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.</b></li> </ol> <p><b>Please note that:</b></p> <p><b>(1) The authorization letter must be signed by a legal guardian. The representative is not authorized to sign it.</b></p> <p><b>(2) Personal appearance is not required for children under 12 years old.</b></p> <p>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>			



Comments	Documents	O	C	T
	<b>Representative's ID Card or passport</b>  Mandatory if you choose to submit your application by a representative.	Y	Y	