

## 居留许可办理流程

### Residence Permit Application Process

居留许可到期前一个月向学院留学生管理科提交《居留许可延期申请表》

(注意：需携带学费、保险费、住宿费交费凭证)

Submit the "Residence Permit Extension Application Form" to the International Student Management Office of the college one month before the residence permit expires. (Note: You must bring proof of payment for tuition fees, insurance fees, and accommodation fees.)



到保定市第二医院进行体检（新生及申请居留许可延期一年的同学）

new students and students applying for a one-year residence permit extension have to go to "Baoding City Second Hospital" for a medical examination.



按通知时间到学院留学生管理科领取居留许可延期介绍信及申请表。

Visit the [International Student Management Office of the college](#) at the scheduled time to collect the residence permit extension introduction letter and application form.



按通知时间到保定市公安局(东院)西侧中国移民管理处办理居留许可延期手续。

At the scheduled time, student can go to [China Immigration Management Office](#), on the west side of [Baoding Public Security Bureau\(East Campus\)](#), to process the residence permit extension.



办完手续后到学院留学生管理科交办理居留许可的费用，并按回执单上的规定时间

到学院留学生管理科取回护照。

After the residence permit is completed, pay the residence permit fee to the [International Student Management Department of the College](#), and retrieve the passport according to the specified time on the receipt.