

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.