

签证申请 和护照补办

➤ 签证或居留许可申请

1、申请对象

除个别国家的人员可以免签进入中国外，外国人入境中国均需要办妥中国签证。外国人入境后，因非外交、公务事由需要在中国境内停留居留的，可以按照规定向公安机关出入境管理机构申请签证的延期、换发、补发和停留证件的签发、换发、补发以及居留证件的签发、延期、换发、补发。

2、申请机构

国外：中国驻外大使馆、领事馆或者由中国外交部授权的其他驻外机构

港澳地区：外交部驻香港/澳门特别行政区特派员公署、中华人民共和国香港特别行政区政府入境事务处、中华人民共和国澳门特别行政区治安警察局居留及逗留事务厅

深圳：深圳市公安局出入境管理局

国内其他地区：公安部授权的地方公安机关

3、办理时间和所需材料

居留许可：外国人所持签证注明入境后需要办理居留证件的，应当自入境之日起30日内，向拟居留地公安机关出入境管理机构申请办理外国人居留证件。

签证延期：外国人申请延长签证停留期限，应当在签证注明的停留期限届满7日前向公安机关出入境管理机构申请，并按照规定提交相关申请证明材料。

不同种类的居留许可和签证延期的申请材料有着较大区别，例如办理学习类居留许可，应当提交就读学校注明学习期限的函件和录取或者入学证明；办理团聚类居留许可，应当提交被探望人的身份证明和说明家庭成员关系的函件。

➤ 护照补办

到外国人在中国如果丢失护照，应按以下流程补办：

1、到丢失护照所在地派出所开具“护照遗失报警回执”；

2、在“深圳公安”微信公众号/深圳公安官网进行外国人护照报失，然后带“护照遗失报警回执”到当地的市公安局出入境管理部门开具“护照遗失证明”（材料要求：报警回执原件、复印件，护照复印件，三张证件照及广东省外国人签证数字相片采集回执，公安机关认为必要的其他文件）；

3、带“护照遗失报警回执”和“护照遗失证明”到本国驻华使领馆办理新护照；

4、带新护照和“护照遗失证明”到居住地所属辖区派出所办理临时住宿登记；

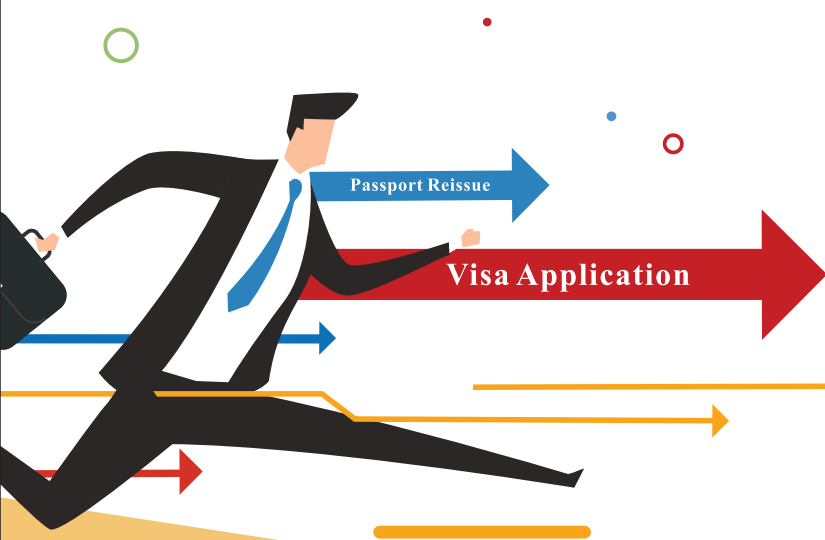
5、到当地的市出入境管理部门申请新的签证或居留许可；

6、拿到新签证或新居留许可后到居住地辖区派出所更新临时住宿登记。

***注意：请在签证有效期内完成以上流程（以免逾期居留）**



Visa Application and Passport Reissue



I. Application for Visa or Residence Permit

1. Applicants

Except for individuals from certain countries who can enter China visa-free, all foreigners entering China need a Chinese visa. After entering China, foreigners who need to stay in China due to non-diplomatic or official reasons shall apply to the exit and entry administration of the public security organs for visa extension, renewal and reissuance, and the issuance, renewal and reissuance of stay certificates as well as the issuance, extension, renewal and reissuance of residence certificates.

2. Application Organizations

Overseas: Chinese embassies, and consulates abroad or other institutions abroad authorized by Ministry of Foreign Affairs of the People's Republic of China
Hong Kong and Macao: The Office of the Special Commissioner of the Ministry of Foreign Affairs in Hong Kong/Macao Special Administrative Region, the Immigration Department of the Hong Kong Special Administrative Region of the People's Republic of China, and the Border Control Department of the Public Security Police Force of the Macao Special Administrative Region of the People's Republic of China

Shenzhen: Exit and Entry Administration of Shenzhen Municipal Public Security Bureau

Other Parts of the Country: Local public security organs authorized by the Ministry of Public Security

3. Schedule and Required Materials for Transaction

Residence Permit: If the visa held by a foreigner indicates that a residence permit is required after entry, he or she shall, within 30 days from the date of entry, apply to the exit and entry administration of the public security organs in the place where he or she intends to reside.

Visa Extension: Foreigners applying for an extension of the visa stay period shall apply to the exit and entry administration of the public security organs 7 days before the expiry of the period of stay indicated on the visa and submit relevant application certification materials as required.

The application materials for different types of residence permits and visa extensions are quite different. For example, to apply for a residence permit for study, a letter from the school indicating the period of study and a certificate of admission or enrollment should be submitted; for a reunion residence permit, the identity certificate of the person being visited and a letter explaining the relationship between family members should be submitted.

II. Passport Reissue

If a foreigner loses his or her passport in China, he or she should follow the procedure below to reapply:

1. Go to the police station where the passport is lost and issue a "Passport Lost Report Receipt";
2. Report the loss of foreigners' passport on the "Shenzhen Public Security" WeChat official account/Shenzhen Public Security's official website, and then bring the "Passport Lost Report Receipt" to the local Municipal Public Security Bureau's Exit and Entry Administration to issue a "Passport Loss Certificate" (material requirements: an original and a photocopy of the Passport Lost Report Receipt, a photocopy of the passport, three ID photos, a receipt of China Visa Photograph for Foreigners in Guangdong Province and other documents deemed necessary by the public security organs);
3. Bring "Passport Lost Report Receipt" and "Passport Loss Certificate" to your country's embassy or consulate in China to apply for a new passport;
4. Bring your new passport and "Passport Loss Certificate" to the police station in your jurisdiction to register for temporary residence;
5. Apply for a new visa or residence permit at the local municipal entry and exit administration;
6. After obtaining a new visa or a new residence permit, go to the police station in the jurisdiction where you live to update your temporary residence registration.

* **Note:** Please complete the above procedures within the validity period of the visa (to avoid overstaying)

