

Some official Website for your reference:

<http://english.gov.cn/services/studyingchina/>

Shenzhen PSB website for appointment and also for loss of passport: <http://ga.sz.gov.cn/>

QR code for police registration on WeChat



Visa and police related

1) What is the general visa procedure for a full time student?



2) What is campus police's working hours for passport/visa update?



Tuesday/Thursday afternoon

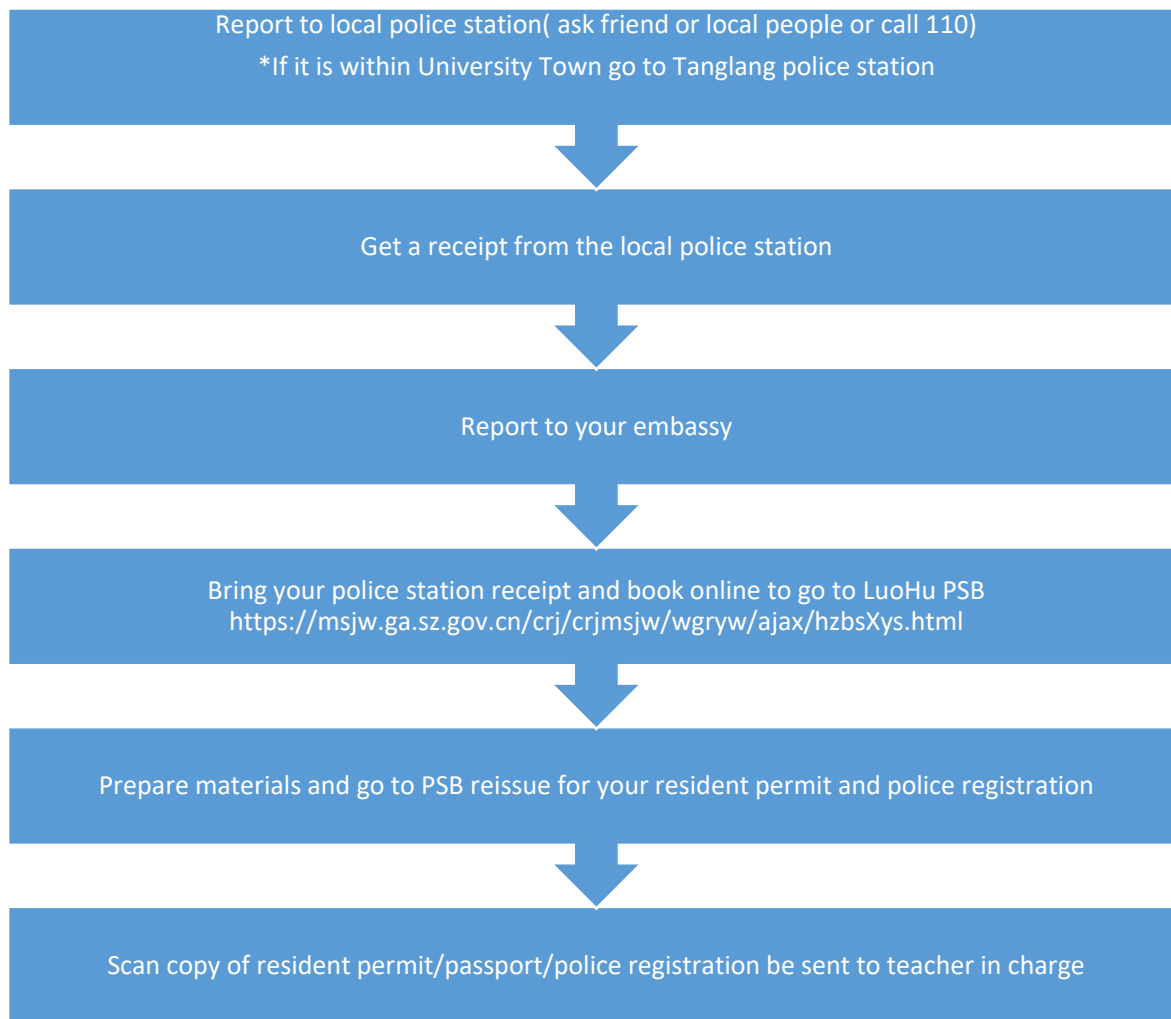
2:00pm-5:00pm

3) Where can I take the foreigner visa photo(外国人) with barcode?

Any photo booth with the license that can issue you the photo, usually we recommend to go the photo booth on the left of the Vienna Hotel

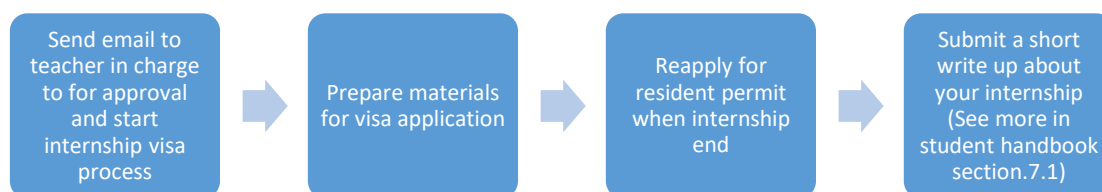
4) What should I do if I lost my passport?

*You will need to report and reissue your passport from your embassy in China and PSB within 30days. Please note delay will lead to illegal stay.



4) What do I need to do if I want to do internship?

International students can do internship in their 2nd year. Please contact teacher in charge once you secure your internship.



5) Where should I do police registration (住宿登记) ?

Your police registration should be done in your local police station, if you live in school then you can just follow teacher in charge's instruction;

If you live outside of campus you will need to contact your landlord and go do it in in your local police station

6) Where to issue no criminal record?

Kind reminder: If you think you might be in need of this document someday, please do it before you leave China.

A: Enquiry hotline: 84466898

Checklist:

1. Passport and 1 copy of your passport
2. Police registration form and copy of it (make sure you bring the original form with you because they need to take a picture

of it)

3. Student certificate (you can get this document from H building print machines)

Go to 深圳市行政服务大厅 (福田区福中三路市民中心 Cith hall C section window 38)

9: 00—12: 00 am

2: 00—5: 45 pm

Chinese you might need:

您好!我是北京大学汇丰商学院的留学生,我希望开具无犯罪证明。我带了护照以及住宿登记原件和复印件,谢谢!
如有疑问,欢迎咨询我的班主任陈老师 26033097