

GUIDANCE TO FILL OUT THE CHINESE VISA ONLINE APPLICATION FORM

Please visit : www.visaforchina.org

Choose **Nepal's flag** then select **KATHMANDU**



Please click “Enter here” on “Quick Access”



In the “China Visa Applicant” column, please select “New Application Form”

The screenshot shows three main navigation columns:

- China Visa Applicant:** Includes a description of the application process and two buttons: "New Application Form" (circled in red) and "Manage Application".
- Appointment:** Includes a description of making appointments and four buttons: "Appointment(Application)", "Fingerprint collection appointment (agency)", "Appointment(Interview)", and "Manage Appointment".
- History:** Includes a description of checking visa status and one button: "Status".

Then scroll down and select “AGREE”

The screenshot shows the Terms of Service page with the following text:

relevant laws of the resident country, but is not be liable for any consequences due to events or acts beyond its reasonable control such as natural disasters (Force Majeure), unforeseen accidents and larceny, etc, which may occur when the information and documents are in transit between the Application Center and the Embassies or Consulates.

Article 5 Liability

5.1 If a passport is lost or damaged from the custody of the Application Center, the Application Center will bear the reasonable cost incurred by clients for replacement of passports following the normal application procedures with their country's passport authority. The cost will be reimbursed on presentation of the copy of the receipt issued by the passport authority. However, this Agreement does not mean that the Application Center will be held liable in any way.

5.2 Clients must make their visa applications at an appropriate time in accordance with their travel arrangement. Under no circumstances will the Application Center be responsible or liable for any delay of travel arrangement as a result of a Client's inappropriate action in regard to the time of submitting the visa application or the visa assessment result of the Embassies and Consulates.

5.3 If a client requests passport return delivery services regard to a processed application, the Application Center will not be responsible or liable for any delay, delivery to a wrong address, damage, or loss of the documents by any mail service or delivery service company.

5.4 To the maximum extent permitted by law, the Application Center expressly disclaims all conditions and warranties, express or implied, in connection with the visa application services other than any conditions or warranties expressly stated in these terms. Where the law precludes such exclusion and implies certain terms, conditions and/or warranties into the terms ("Implied Terms"), the liability of the Application Center for a breach of such Implied Terms shall be limited, at the option of the Application Center, to any one or more of the following:

(a) Re-supply of the relevant application services; or

(b) Cost of the re-supply of the relevant application services; or

(c) Any amount paid by the Client to the applicable government department or authority in respect of the relevant application services (upon being provided with proper receipt).

5.5 Clients acknowledge and agree that under no circumstances will the Application Center be liable to them or anyone claiming through them for any indirect, incidental, special and/or consequential losses or damages of whatever nature, or for loss of profits, loss of business or goodwill or interruption of business, whether arising out of or in connection with their application and/or any of the visa application services, and whether or not relating to any act, error, omission or negligence by the Application Center or any officer, agent, employee and representative of the Application Center.

5.6 All terms herein are governed by laws of the respective state or province where the Application Center is located. Litigation relating to visa services will be heard by a court in the resident state or province.

Article 6 Other Terms

6.1 The Application Center, in its sole discretion, may change, amend, cancel or withdraw any or all of the terms and conditions mentioned herein at any time without any prior notice. If a client is dissatisfied with the changes being made, the client's sole and exclusive remedy is to refuse the services which the Application Center provides.

6.2 The client hereby agrees to accept and confirm that the applicant and / or his / her representative, prior to submitting the visa application, has read, understood and agreed to be bound by, without limitation or qualification, all of the terms, conditions and other provisions.

The "AGREE" button at the bottom of the page is circled in red.

Then please choose KATHMANDU and tick “Start a new application form” and click on start a new application form

The screenshot shows the application location selection screen with the following text:

Please select the location (city) of the Application Center where you will submit your application :

Kathmandu

Select one of the following options

- Start a new application form
- Continue an uncompleted application form
- Import historical reporting data file
- Start a new form with personal information based on previously completed applications. (Personal information from 1 previously completed form can be used, application form is saved for three month on this website.)

Start a new application form

Please note that completion of this online form does not indicate that your Visa will be approved or issued by the Chinese Embassy or Consulate-General.

Start a new application form

Make sure that all the documents needed such as: Photo, Passport, Invitation Letter, Itinerary, etc. are all ready as it to be filled during filling the application form.

Section 1 consist of the personal information of the applicant. Please fill the personal information as mentioned in the passport.

The image shows a sidebar on the left titled "Application Process" with a list of sections from 1 to 10. Section 1, "Section 1 - Personal Information", is highlighted. The main content area shows the "Section 1 - Personal Information" form. It includes fields for Name (1.1), Family name (1.1A), Given name(s) (1.1C), Other name(s) (1.1D), Full Name in Native Alphabet (1.1E), and Upload your photo (1.1F). The "Upload your photo" section is highlighted with a red box and contains a "View photo requirements" button, an "Upload photo" button, and a placeholder for a photo.

Upload photo with your recently (last 6 months) photo.

The background must be white and for photo backgrounds there should be clear and no shadows. Please do not wear white colour shirt, or any accessories (Regarding China visa photo requirement, please click on View Photo Requirements).

Applicants are advised to carry one recently clicked 48*33mm size photo with white background to get scanned(if needed) in visa center.

All the information in an application form should be truth as per the passport and other documents. In section 1.6B Please fill the Citizenship number as mentioned in the passport.

The image shows a sidebar on the left titled "Application Process" with a list of sections from 1 to 10. Section 1, "Section 1 - Personal Information", is highlighted. The main content area shows the "Section 1 - Personal Information" form. It includes fields for Date of birth (1.2), Gender (1.3), Place of birth (1.4), Marital status (1.5), and Nationality and permanent residence (1.6). The "Date of birth" section (1.2) is highlighted with a red box and contains a date picker. The "Gender" section (1.3) is highlighted with a red box and contains radio buttons for Female and Male. The "Place of birth" section (1.4) is highlighted with a red box and contains dropdown menus for Country / Region, Province / State, and City. The "Marital status" section (1.5) is highlighted with a red box and contains radio buttons for Married, Divorced, Single, Widowed, and Other. The "Nationality and permanent residence" section (1.6) is highlighted with a red box and contains a dropdown menu for Current nationality, a checkbox for National ID number, and three questions about other nationalities and permanent residence.

1.7A Please tick Ordinary in the types of passport.

1.7D Fill in the issuing place based on your passport

1.7E: Fill in with the issuing authority of your passport.

1.7F and 1.7G Please fill in the issuing date and expiration date based on your passport

The screenshot shows the '1.7 Passport' section of the application form. It includes the following fields and options:

- 1.7A Type of passport / travel document:** Radio buttons for Ordinary (selected), Service, Diplomatic, Official, Special, and Others.
- 1.7B Passport / travel document number:** Text input field.
- 1.7C Issuing country or region:** Dropdown menu.
- 1.7D Issuing place:** Text input field with 'JAKARTA SELATAN' entered.
- 1.7E Issuing authority:** Text input field with 'IMMIGRATION OF JAKARTA SELATAN' entered.
- 1.7F Issuing date - (yyy-MM-dd):** Three input fields for year, month, and day.
- 1.7G Expiration date - (yyy-MM-dd):** Three input fields for year, month, and day.

2. 1A: Choose the **Types** of visa based on your real purpose

2.2A: **Validity** of visa depends on the entries that you choose .

Single entry: 3 months Double entry: 6 months Multiple entries: 6 months / 12 months

2.2B: Maximum duration of longest **stay** is depending according to the visa category and based on the duration of invitation letter.

2.2C: Choose the intended **number of entries** to China

The screenshot shows the 'Section 2 - Application Information' section of the application form. It includes the following fields and options:

- 2.1 Types of visa and major purpose of your visit to China:** Dropdown menu with '(M) Commercial trade activities' selected.
- 2.1A Types of visa and major purpose of your visit to China:** Radio buttons for (M) Trade (selected), (M) Participation in Competition(s), and (M) Other commercial activities.
- 2.2 Visa Details:**
 - 2.2A Validity of visa (months):** Text input field with '3' entered.
 - 2.2B Maximum duration of longest stay (days):** Text input field with '80' entered.
 - 2.2C Entries:** Radio buttons for Single (selected), Double, and Multiple.
- 2.3 Service:**
 - 2.3A Service:** Radio buttons for Express and Normal (selected).

2.3 You may apply for Normal service or Express service .

Normal service is 4 working days.

Express service is 3 working days, the fees for the regular and express service is different.

3.1 Please fill in current occupation, if you are farmer choose agriculture worker. If there is no option which meets your work detail, choose other and specify.

3.2: Please fill correctly your total income in a year, mention pension if retired

3.3: Please fill the work experience that you have since you started working to till date.

The screenshot shows the 'Section 3 - Work Information' page. On the left is a navigation menu with 'Section 3 - Work Information' selected. The main content area includes:

- 3.1 Current occupation**: A dropdown menu with 'Company employee' selected.
- 3.2 Annual income**: A text input field containing '50000' and a currency dropdown set to 'USD'. A checkbox for 'Not Applicable' is present. A note below states: '* The currency in 3.2A if you choose RMB, and if you do not know your annual income, click here [Convert CURRENCY](#).'
- 3.3 Work experience(list in reverse chronological order)**: A form for adding work experience with fields for start date (2018-06-06), end date, name of institution (CHINA VISA CENTER), address (THE EAST BUILDING 8TH FLOOR JL DR. IDE ANA), phone number (02157938855), position (HEAD OF CUSTOMER SERVICE), and supervisor's name and phone number (GALIH, 082133885354). A blue button 'Add work experience' is at the bottom right.

You may add your working experience if more than one . Please tick “add work experience .”

4.2: Please tick “Not Applicable” if your last education is under high school please specify in reason.

4.2: List in reverse chronological order based on your latest education.

Doctoral/Phd’s graduate: PHD or other equivalent study

Master’s graduate: Graduate or other equivalent study

Bachelor/diploma’s graduate: Undergraduate equivalent study

High-school’s graduate: Highschool or other equivalent study

The screenshot shows the 'Section 4 - Education' page. On the left is a navigation menu with 'Section 4 - Education' selected. The main content area includes:

- 4.1 Language skills(Conversational level or above)**: A text input field containing 'INDONESIA, ENGLISH, CHINESE, ARABIC, THAI, FRANCE'.
- 4.2 Higher education degree (from undergraduate)**: A form for adding education experience with fields for date (2011-03-03), name and address of institution (UNIVERSITAS PRASETIYA MULYA, JAKARTA SELATAN), diploma/degree (Undergraduates or other equivalent study), and major (BUSINESS MANAGEMENT). A checkbox for 'Not Applicable' is present. A blue button 'Add education experience' is at the bottom right.

At the bottom of the page are navigation buttons: '< Back to Section 3', 'Save', and 'Proceed to Section 5 >'.

Please tick “add education experience .” Then add your education information in chronological order.

5.5B and 5.5C: if father and mother have passed away, please tick “not applicable” and specify at the box with “deceased” or “passed away”

中国签证申请服务中心
Chinese Visa Application Service Center

Application Process

Application No.: JKT2220620A19561539

Application Form Introduction

Section 1 - Personal Information

Section 2 - Application Information

Section 3 - Work Information

Section 4 - Education

Section 5 - Family Information

Section 6 - Travel Information

Section 7 - Travel Information in the Past

Section 8 - Other Information

Section 9 - Email Information

Section 10 - Declaration / Review

Print Completed Application Form

5.5 Family members

5.5B Father: Name Nationality Occupation Date of birth Address, Is your father in China? Not Applicable

[Family name(s)] / Not Applicable

ZHONG

[Given name(s)] / Not Applicable

JOHN DHARMAWAN

Indonesia

Businessperson

1969 05 06

THE PAKUBUWONO SIGNATURE VI NO 72, KEBAYORAN BARU

Is your father in China?

Yes No

5.5C Mother: Name Nationality Occupation Date of birth Address, Is your mother in China? Not Applicable

[Family name(s)] / Not Applicable

SALIM

[Given name(s)] / Not Applicable

LIANA

Indonesia

Unemployed

1971 03 04

THE PAKUBUWONO SIGNATURE VI NO 72, KEBAYORAN BARU

Is your mother in China?

Yes No

In 5.5E: If you have any immediate relatives in China please tick “yes” and then fill in the data information (not including the parents)

6.1 Itinerary

6.1A Intended date of arrival - (yyyy-MM-dd)

Please enter year(yyyy)	Please select a month(MM) ▼	Please select a day(dd) ▼
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The details in arrival is the date that you will arrive CHINA.

6.1B Number of arrival train / ship / flight

Number of arrival train / ship / flight

6.1C City of arrival

City of arrival ▼

Destinations

6.1J City, 6.1K County, 6.1M Address, 6.1L Date of arrival, 6.1N Date of departure

Destination City ▼

Here in this section please fill the information of your destination. Date of arrival in destination and date of departure is the arrival to destination and departure from destination.

Address at destination

Date of arrival - (yyyy)	Please select a month(MM) ▼	Please select a day(dd) ▼
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Date of departure - (yyyy)	Please select a month(MM) ▼	Please select a day(dd) ▼
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If you are going to travel to several cities in China, then please click "add destination" then add the cities you visit according to the details of your itinerary.

Add destination

6.1E Intended date of departure - (yyyy-MM-dd)

Please enter year(yyyy)	Please select a month(MM) ▼	Please select a day(dd) ▼
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The details in departure is the date that you will leave CHINA.

6.1F Number of departure train / ship / flight

Number of departure train / ship / flight

6.1G City of departure

City of departure ▼

Please fill in this section if you are applying for business visa or any kind type of visa that have attached invitation letter, please fill in this part based on your invitation letter. (For student visa also need to fill in your university information in this part)

The screenshot shows the 'Application Process' page for the Chinese Visa Application Service Center. The left sidebar lists sections from 1 to 10, with 'Section 6 - Travel Information' highlighted. The main content area is titled '6.2 inviting person or organization in China'. It contains several sub-sections: 6.2A Name (with a text input field), 6.2B Relationship to you (with a radio button for 'Not Applicable'), 6.2C Phone number, 6.2D Email address, 6.2E Province / state (with a dropdown menu), 6.2F City (with a dropdown menu), and 6.2H Postcode. A blue arrow points from the text above to the '6.2A Name' field.

6.3: Please fill with only the contact detailed information of your relatives as your visa emergency

The screenshot shows the '6.3 Emergency contact' section of the application form. It includes fields for: 6.3A Family name (with a radio button for '(Family name(s)) / Not Applicable'), 6.3C Given name(s) (with a radio button for '(Given name(s)) / Not Applicable'), 6.3D Relationship to you, 6.3E Phone number, 6.3F Email address, 6.3G Country / region (with a dropdown menu), and 6.3H Province / state.

6.4 Please fill in this part based on who will pay for this travel, if it is self-financed, then please choose self, if it is funded by a company or organization, then choose the organization.

6.5 Please fill in this part based on who will be as your domestic or foreign sponsor, if it is self-financed, then please choose individual, if it is funded by a company or organization, then choose the organization.

The screenshot shows the '6.4 Who will pay for this travel' and '6.5 Domestic / foreign sponsor' sections. Section 6.4 has three radio button options: 'Self', 'Organization', and 'Other'. Section 6.5 is titled '6.5 Domestic / foreign sponsor' and includes a radio button for 'Not Applicable'. Below it are fields for: 6.5A Type of sponsor (with radio buttons for 'Organization' and 'Individual'), 6.5B Name of individual (with a text input field), 6.5D Phone number, 6.5E Email address, and 6.5F Country / region (with a dropdown menu).

6.6 If you will go to China together with other people, then you can add the information data in this section.

6.6E: If you do not share the same passport with the other person, please tick “No”

The screenshot shows the '6.6 Travel companion(s) for this visit' section of the application form. It includes a question 6.6A 'Are you travelling with someone else?' with 'Yes' selected. Below are fields for 6.6B (Family name), 6.6C (Given name), 6.6D (Gender), and 6.6D (Date of birth). A question 6.6E asks if the travel companion is listed in the same passport as the accompanying person, with 'No' selected. A red circle highlights the 'Proceed to Section 7' button at the bottom right.

If section 6 has been completed, then please proceed to section 7

7.1 Please fill in this part completely if you have travel to China in the past 3 years

The screenshot shows the 'Section 7 - Travel Information in the past' section. It includes a question 7.1A 'Have you been to China in the past 3 years?' with 'Yes' selected. Below are fields for 7.1B (Cities visited), 7.1C (Counties visited), 7.1D (Date of arrival), and 7.1E (Date of leave). A red circle highlights the 'Add travel experience to China' button at the bottom right.

If in 3 years you have been to China more than once, Please tick “add travel experience to China”
If you have previously been issued a Chinese visa, then please fill in the data in this column according, in 7.2C please mention the visa number as in the previous visa sticker on top right or bottom right corner.

The screenshot shows the '7.2 Previous Chinese visa' section. It includes a question 7.2A 'Have you ever been issued a Chinese visa?' with 'Yes' selected. Below are fields for 7.2B (Type of visa), 7.2C (Number of visa), 7.2D (Place of issuance), and 7.2E (Date of issuance). A red circle highlights the 'Add travel experience to China' button at the bottom right.

Section 7 is all about the travel information of past so Please fill this part based on the truth condition

7.3 Please tick YES and fill this part if you still have any valid visa of the other countries.

7.4 Please tick YES, if in the last five years you have traveled to any country other than China.

IN SECTION 8 BASED ON THE TRUTH CONDITION

The screenshot shows the Chinese Visa Application Service Center website interface. The top navigation bar includes the logo, the name '中国签证申请服务中心' (Chinese Visa Application Service Center), and options for 'English' and 'Home'. The main content area is divided into two columns. The left column, titled 'Application Process', lists sections from 1 to 10, with 'Section 8 - Other Information' highlighted in blue. The right column, titled 'Section 8 - Other Information', contains a series of questions (B.1 to B.9) with radio button options for 'Yes' and 'No'. Questions B.1 through B.4 are enclosed in a red rounded rectangle. The questions are:

- B.1** Have you ever been refused a visa for China, or been refused entry into China?
 Yes No
- B.2** Has your Chinese visa ever been canceled?
 Yes No
- B.3** Have you ever entered China illegally, overstayed, or worked illegally?
 Yes No
- B.4** Do you have any criminal record in China or in any other country?
 Yes No

Below this, questions B.5 through B.9 are visible:

- B.5** Do you have any serious mental disorder or infectious disease?
 Yes No
- B.6** Have you ever visited countries or territories where there is an epidemic in the last 30 days?
 Yes No
- B.7** Have you ever been trained or do you have any special skills in the field of firearms, explosives, nuclear devices, biological or chemical products?
 Yes No
- B.8** Have you ever served in the military?
 Yes No
- B.9** Have you served or participated in any paramilitary organisations, civil armed units, guerrilla forces or rebellion organisations, or been a member thereof?
 Yes No

In section 10, will be appear menu for review your data. Please verify that all the information below is correct before finalizing the application form.

Application Process

Application No.: JKT2230130AL4310774

Application Form Introduction

Section 1 - Personal Information

Section 2 - Application Information

Section 3 - Work Information

Section 4 - Education

Section 5 - Family Information

Section 6 - Travel Information

Section 7 - Travel Information in the Past

Section 8 - Other Information

Section 9 - Mailing Information

Section 10 - Declaration / Review

Print Completed Application Form

Section 10 - Declaration / Review

Please verify that all the information below is correct before finalizing the application form.

Section 1 - Personal Information [Edit](#)


Name - Family name (as shown on your passport or travel document) DHARMAWAN

Name - Middle name

Name - Given name(s) (as shown on your passport or travel document) DENNY

Name - Other name(s) - Leave empty if not applicable

Name - Name as written in native language DENNY DHARMAWAN

Name - Your own photos 

Date of birth(yyyy-MM-dd) 1999-09-09

Gender Male

Choose “personal application”

Application Process

Application No.: JKT2230130AL4310774

Application Form Introduction

Section 1 - Personal Information

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Print Completed Application Form

Would you choose to send your passport to the visa center? No

How are you going to collect your passport? By visiting the Visa Center

10.1A Declaration

Are you applying for this visa for yourself or assisting another applicant?

Personal application Assisting another applicant

I hereby declare that I have read and understood all the questions in this application and shall bear all the legal consequences for the authenticity of the information and materials I provide.

I understand that whether to issue a visa, the type of visa, number of entries, validity and duration of each stay will be determined by consular officials, and that any false, misleading or incomplete statement may result in the refusal of a visa for or denial of entry into China.

I understand that express and urgent visa applications need approval of consular officials, and extra fees may apply.

I understand that, according to Chinese law, applicant may be refused entry into China even if a visa is granted.

I have read and understood all of the above.

[Submit the Application Form](#)

If your data has been reviewed and is correct, please click “I have read and understood all of the above” then click “submit the application form” and click Confirm.

After clicking in confirm, your application form can be downloaded and you can proceed for the process of making an appointment for the application,