

Ross Mathematics Program/Asia

[www.rossmathaisa.org](http://www.rossmathaisa.org)

[info@rossmathasia.org](mailto:info@rossmathasia.org)

**How to apply for a visa.**

Ross participants who are not citizens of China need to have a current passport from their home country, and a visa from the Chinese authorities. Getting a visa for a U.S. citizen costs about $230. More details are provided below.

For people living in the United States, visa information is posted on the website of the Chinese Embassy in the USA (<http://www.china-embassy.org/eng/visas/hrsq/> ). If you are a U.S. citizen or permanent resident, we recommend that you work through our partner company, *Renascentia Hall International*, rather than directly with the Embassy’s web site.

(Citizens of other countries: See remarks at the end of this document.)

As quickly as possible, use registered mail to send a packet of documents (listed below) to:

Ross Program visa

Renascentia Hall International,

Suite 2, 700 Barksdale Rd  
 Newark, DE 19711

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**Documents to send in this visa packet:**

1. Valid U.S. Passport, with at least 6 months’ validity and with 2 unused visa pages.

2. One passport photo taken within the past 6 months. These need to be standard size passport photos, with frontal view and plain background. Such photos are usually taken with special “passport photo cameras” available at various stores.

3. Photocopies of two ID documents. (These can be a black and white copies.)

(a) A copy of the main page of your passport (the two pages with your photo and basic information).

(b) A photocopy of your driver’s license, or another government-issued photo ID.

4. A printed, completed, and signed *Visa Application Form*. Instructions for completing that form are given in the document “Visa Application Instructions.”

5. A short cover letter that includes:

(a) a statement that you are a Ross Program participant;

(b) the address where your passport (with visa glued in) should be sent via FedEx;

(c) your emergency contact phone numbers, in case problems arise with the visa.

6. If you are not a U.S. citizen but are living in the United States, include a notarized copy of your U.S green card, or original I797, I20, or TN visa (with at least 6 months’ validity).

7. **Fees**. There is $230 fee for US citizens, and $170 for those living in the U.S. who are not U.S. citizens. The larger fee for American citizens results from negotiations between federal immigration offices of the USA and China.  
 \* Participants are asked to pay all the Ross Program fees by **May 15, 2016**.

*Some financial assistance is available if your family has financial need.*

That fee can be paid in several ways.

(a) A personal check may be included in this visa packet. Make the check payable to *Renascentia Hall International*.

(b) You may use a credit card (but there is a 5% processing fee). The credit card payment form is a document attached to the email message containing these instructions.

(c) The fee may be paid with a wire transfer (details below).

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**Some details about those fees.**

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| U.S. passport holders: $ 230  Itemized as:  Visa application fee 140  Agent service fee 50  Shipping fee 40 | Non U.S. citizens: $ 170  Itemized as:  Visa application fee 30  Agent service fee 100  Shipping fee 40 |

Note: You can get a visa directly from the Chinese Embassy. That will avoid the “agent service fee” but the process usually takes a week or two longer.

Paying the fee by Wire Transfer: (Be sure to state your name on the wire transfer)

Bank: PNC Bank ABA#: 031100089

Address: 84 University Plaza, Newark, DE 19702, USA SWIFT#: PNCCUS33

Credit to: Renas Hall Account#: 5799081712

Address: 700 Barksdale Rd, Ste 2, Newark, DE 19711, USA

**Processing Time**

After submission, it takes about 6 business days for the Visa Office of the Chinese Embassy / Consulate General to process a visa application. Taking shipping time into account, you should receive the visa within about two weeks of application.   
Some applications may require longer processing times, so a delivery date cannot be confirmed until notification from the Visa Office.

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**Citizens of other countries.**

For Ross participants who are not citizens of the USA or of China:

If you live in North America, the visa process can probably be done through Renascentia Hall. Please contact us to find out.

If you are living outside North America, you are best served by applying for a visa directly from the Chinese Embassy/Consulate General in your home country.

If you are not working through Renascentia Hall, your visa application also requires an official letter of invitation from the ROSS program/Asia. If you have not already received a PDF file for such a letter, please let us know quickly and we will send you one.

If you have any further questions, please contact Renascentia Hall International at [info@renashall.com](mailto:info@renashall.com). We will try our best to help you.