

## DS-160 确认表教程 B-1/B-2

1. 点击进入 <https://ceac.state.gov/genniv/>  
选择地点后，点击 ‘start an application’



The screenshot shows the CEAC website interface. At the top, there's a header with the U.S. Department of State logo and a language selector set to '中文(简体) (CHINESE-SIMPLIFIED)'. The main heading is 'Apply For a Nonimmigrant Visa'. Below this, there's a 'Welcome!' section and a 'Get Started' section. In the 'Get Started' section, a dropdown menu for 'Select a location where you will be applying for this visa' is highlighted with a red box, showing 'CHINA, SHANGHAI'. To the right, there's a 'START AN APPLICATION' button, also highlighted with a red box. The 'Important: Before You Start' section lists four steps: 1. Learn about Types of Visas, 2. List of Documents and Information you will need, 3. Browser Requirements, and 4. How to complete the application.

关于选择签证的地点，请参考下图：



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2. 请记住这一页的 Application ID 保存 - 非常有用! (相当于登陆用的用户名, 预约签证时也需要使用!)

U.S. DEPARTMENT of STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

Select Tooltip Language 中文(简体) (CHINESE-SIMPLIFIED)

Exit

Online Nonimmigrant Visa Application (DS-160)

### Application Information

**Please record your Application ID in a safe and secure place.**

If there are technical issues with the system, or you want to complete your application some other time, you can save your work and later, start where you left off. In order to access your application later, however, you will need: (1) your Application ID, and (2) the answer to the security question that you will choose on this page.

To choose a security question, pick the one you like the best from the dropdown list, type your answer to that question in the box below, and click "Continue." Remember: In order to access your application later, you will need to know the answer **exactly as you wrote it on this page**.

You can also use your Application ID and security question to retrieve your Confirmation Page after you have submitted your application, or to use your previously provided application information to complete a new application at a later date.

Your Application ID is: **AA00**

Date

Print Application ID

3. 这一页下方选择安全问题和答案, 问题和答案都要记住。(下次登录时需要使用)。点击 'continue'

Security Question ⓘ  
IN WHAT CITY OR TOWN WAS YOUR FIRST JOB?

Answer  
SHANGHAI

Continue Cancel

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4. 过程与填写网申类似，一页页将自己的信息填好。需要注意的地方有：

4.1 Personal 1 页面中，需要填写 Telecode，可在下述网站查询。

若为 ‘not found’，请填 0000。电码之间，用一个空格隔开。

Telecode 查询：<http://apps.chasedream.com/chinese-commercial-code/>

**Passport**

- Travel
- Travel Companions
- Previous U.S. Travel
- U.S. Contact
- Family
- Work / Education / Training
- Security and Background

**Help: Navigation Buttons**

Click on the buttons above to access previously entered data.

**Surnames**  
XU  
(e.g., FERNANDEZ GARCIA)

**Given Names**  
HANQIAN  
(e.g., JUAN MIGUEL)

**Full Name in Native Alphabet**  
许汉乾

☐ Does Not Apply/Technology Not Available

**Help: Surnames**  
Enter all surnames as listed in your passport. If only one name is listed in your passport, enter that Surname.

**Help: Given Names**  
If your passport does not include a given name, please enter 'FNU' in Given Names.

**Q: Have you ever used other names (i.e., maiden, religious, professional, alias, etc.)?**

**A:** ☐ Yes ☒ No

**Help: Other Names**  
Other names used include your maiden name, religious name, professional name, or any other names which you are known by or have been known by in the past.

**Q: Do you have a telecode that represents your name?**

**A:** ☒ Yes ☐ No

**Help: Telecode**  
Telecodes are 4 digit code numbers that represent characters in some non-Roman alphabet names.

**Provide the following information:**

**Telecode Surnames**  
8079

**Telecode Given Names**  
3211 0051

4.2 ‘Personal 1’ 填完后，按 ‘Save’ 进入到下一个页面：（DS 160 可以分次填写，但首次填写时，必须把 ‘personal 1’ 这一页完全填好，并且 ‘save’。）

‘continue application’ ——继续填写；

‘Exit Application’ ——直接退出，下次可继续填。（请不要选择 Save to file 那个选项！）

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U.S. DEPARTMENT of STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

Online Nonimmigrant Visa Application (DS-160) Application ID [REDACTED]

### Save Confirmation

Your application has been saved to the database. For the next 30 days, you will be able to retrieve your application from the database by providing the Application ID and answering security questions.

If you do not intend to complete your application within the next 30 days, you can permanently save your application to a file by clicking the 'Save Application to File' button below. Then, click the 'Save' button on the File Download window. Identify a place on your computer to save the application file, browse to that location, and click the 'Save' button on the Save As window. The system will download your application to the specified location. Once the download is complete, click 'Close' to return to this page.

Choose one of the following options:

[Save Application to File](#) [Continue Application](#) [Exit Application](#)

4.3 如果 'Exit' 想下次继续填写, 还是进入文首的网址, 点击 'Retrieve an application', 输入 'application ID' .

### Online Nonimmigrant Visa Application (DS-160)

## Apply For a Nonimmigrant Visa

FAQs

Tooltip Language: 中文(简体) [\[View Tool Tip Help\]](#)  
Most of this application has been translated. To see the translation point your mouse over any sentence on the page.

**Welcome!**

On this website, you can apply for a U.S. nonimmigrant visa. Filling out the application on our site is the first step in the process. After you submit your application, you can move on to the next steps, such as signing up for an interview.

**Important: Before You Start**

- [Learn about Types of Visas](#)
- [List of Documents and Information you will need](#)
- [Browser Requirements](#)
- [How to complete the application](#)

Other people can assist you with your visa application. Note that under U.S. law (22 C.F.R. 41.103) you must electronically sign and submit

**Get Started**

Select a location where you will be applying for this visa

[- SELECT ONE -](#)

Select a location and make sure you have the documents and information you will need.

[START AN APPLICATION](#)

Select a location then select an application that you previously saved on your computer.

[UPLOAD AN APPLICATION](#)

You will be asked for your application ID and answer a security question.

[RETRIEVE AN APPLICATION](#)

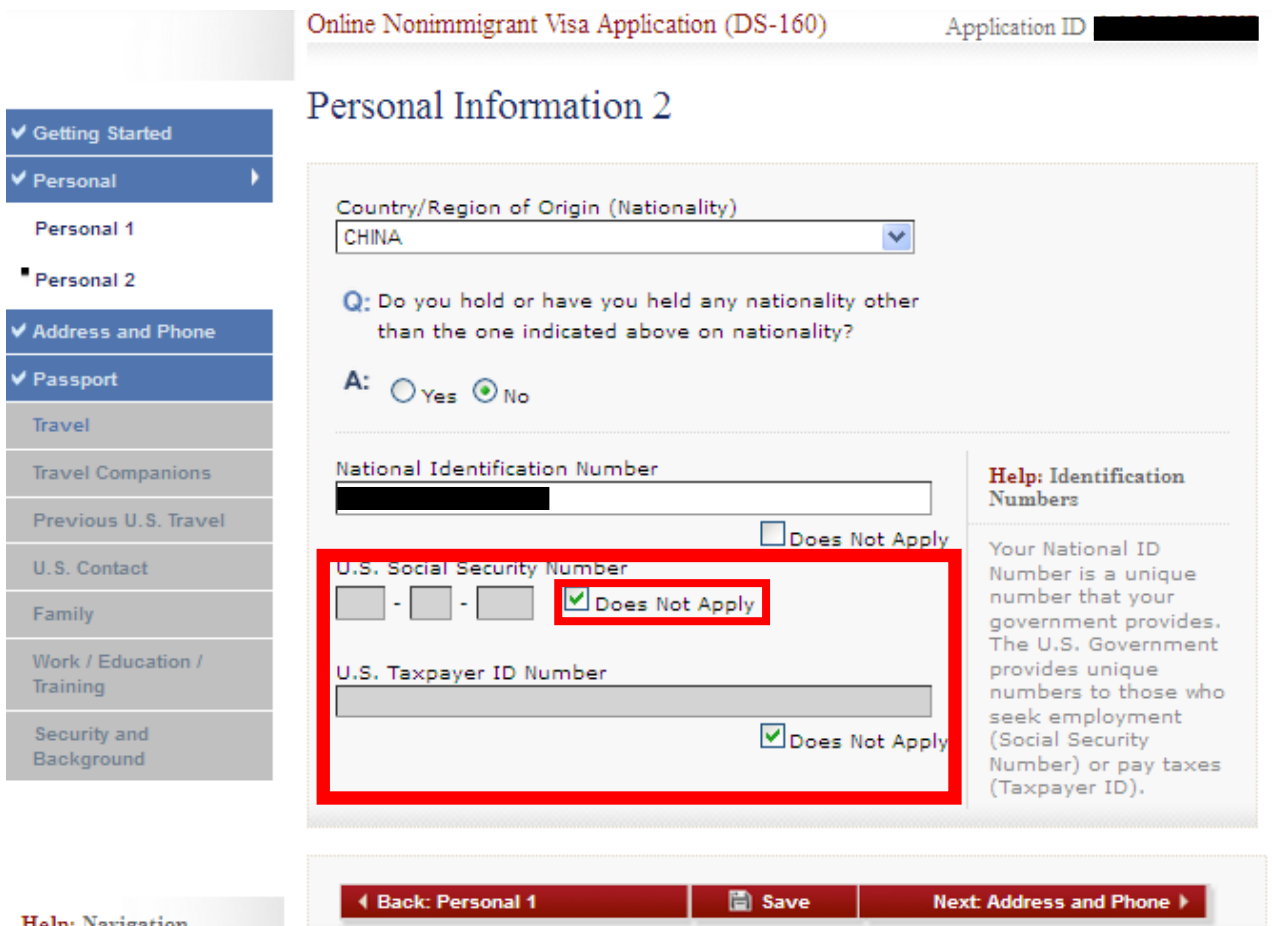
**Additional Information**

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下图是 retrieve application 打开后的界面。此处需要键入的就是你之前保存过的 ‘application ID’



4.4 ‘Personal 2’ 这一页 ‘National Identification Number’ 需要填写身份证号，检查不要填错！没有的地方记得勾选 ‘Does not applicable’





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4.5 ‘Passport’ 页面需要用到护照。

‘Passport/Document Number’ 是你的护照号，一般为 G 或 E 打头。

‘Passport Book Number’ 是护照首页纵向的一串数字，见下图 2

U.S. DEPARTMENT of STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

Online Nonimmigrant Visa Application (DS-160) Application ID

### Passport Information

Passport/Travel Document Type  
REGULAR

Passport/Travel Document Number  
G5

Passport Book Number  
8 ☐ Does Not Apply

Country/Authority that Issued Passport/Travel Document

**Help: Passport/Travel Document Number**  
Enter the information on the travel document you will be using when traveling to the U.S. Your travel document should be a valid, unexpired passport or other valid, unexpired documentation that is sufficient to establish your identity and nationality.

**Help: Passport Book Number**  
The Passport Book Number is commonly



## DS-160 确认表教程 B-1/B-2

### 4.6 Travel Information

B-1 签证颁发给赴美从事短期商务活动、参加科技/教育/专业/商务领域的会议、处置房产或洽谈合同的申请人。B-2 签证颁发给赴美休闲/娱乐的申请人，包括旅游观光、探亲访友、医疗以及其他联谊、社交或服务性质的活动。B-1 和 B-2 签证通常会合二为一，作为一类签证颁发： B-1/B-2

U.S. DEPARTMENT of STATE  
CONSULAR ELECTRONIC APPLICATION CENTER

CONTACT US | HELP | EXIT  
Select Tooltip Language  
中文(简体) (CHINESE-SIMPLIFIED)

COMPLETE PHOTO REVIEW SIGN

Online Nonimmigrant Visa Application (DS-160) Application ID [REDACTED]

### Travel Information

NOTE: Provide the following information concerning your travel plans.

Provide the following information:

Purpose of Trip to the U.S. ⓘ  
TEMP. BUSINESS PLEASURE VISITOR (B)

Specify ⓘ  
BUSINESS & TOURISM (TEMPORARY VISITOR) (B1/B2)

+ Add Another - Remove

## DS-160 确认表教程 B-1/B-2

‘specific travel plans’ 填 No

‘Intended Date of Arrival’ 写大致入境和停留时间即可

‘Address Where You Will Stay in the U.S.’ 随便找一个要去的地方的地址，譬如酒店

‘Person/Entity Paying for Your Trip’ 为出资方

### Help: Navigation Buttons

Click on the buttons above to access previously entered data.

Q: Have you made specific travel plans?

A: ☐ Yes ☒ No

Intended Date of Arrival ⓘ

10 MAR 2015

(Format: DD-MMM-YYYY)

Intended Length of Stay in U.S. ⓘ

1 MONTH(S)

Address Where You Will Stay in the U.S.

Street Address (Line 1)

Street Address (Line 2) \*Optional

City

State

- SELECT ONE -

ZIP Code (if known)

(e.g., 12345 or 12345-1234)

### Help: Arrival Plans

If you are unsure of your travel plans, please provide an estimate.

Person/Entity Paying for Your Trip ⓘ

SELF



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### 4.7 Travel Companions Information

‘Are there other persons travelling with you?’：一般选 No，则不会有问题 2；如果选 Yes，那么在问题 2 的地方，根据你的实际情况填写。

✓ Getting Started

✓ Personal

✓ Address and Phone

✓ Passport

✓ Travel

✓ Travel Companions ▶

✓ Previous U.S. Travel

✓ U.S. Contact

✓ Family

✓ Work / Education / Training

✓ Security and Background

### Travel Companions Information

NOTE: Provide the following travel companion information.

Persons traveling with you

Q: Are there other persons traveling with you?

A: ☒ Yes ☐ No

Help: Traveling with Others

You should answer Yes to this question if you are traveling with family, as part of an organized tour, or as part of a performing group or athletic team. You do not need to list individuals who are traveling with you for the purposes of employment with the same employer.

Q: Are you traveling as part of a group or organization?

A: ☒ Yes ☐ No

Enter the name of the group you are traveling with

Group Name

Help: Navigation Buttons

Click on the buttons above to access previously entered data.

### 4.8 Previous U.S. Travel Information

所有的问题，按照实际情况填写。

可能会引起疑问的就是其中可能问到一个 ‘ten-printed’，指你是否十个手指的指纹都扫描输入过了。

### 4.9 Family Information: Relatives

如实填写即可。

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### 4.9 US Point of Contact Information

‘Contact Person’ 随便写一个认识的在美国的人就行，非重要信息

**U.S. Point of Contact Information**

**Contact Person or Organization in the United States**

**Contact Person**

Surnames: WANG

Given Names: FEIFEI

☐ Do Not Know

**Organization Name**

☐ Do Not Know

**Relationship to You** ⓘ

FRIEND

**Help: Contact**

Your U.S. Point of Contact can be any individual in the U.S. who knows you and can verify, if necessary, your identity. If you do not personally know anyone in the U.S., you may enter the name of the store, company, or organization you plan to visit during your trip.

‘Address and Phone Number of Point of Contact’ 填写该联系人的地址和电话

**Help: Navigation Buttons**

Click on the buttons above to access previously entered data.

**Address and Phone Number of Point of Contact**

U.S. Street Address (Line 1): 960 EAST 3RD STREET

U.S. Street Address (Line 2) \*Optional:

City: LOS ANGELES

State: CALIFORNIA

ZIP Code (if known): 90013  
(e.g., 55555 or 55555-5555)

Phone Number: (213) 613 22  
(e.g., 5555555555)

Email Address: wangff@gmail.com  
(e.g., emailaddress@example.com)

☐ Does Not Apply

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### 4.10 work /education/ training

根据实际情况填写。这里的 work 指的是正式的 full-time 的工作。所以各种 part-time 和 intern 都不属于这里的 work。

如果是在职学生，请选 ‘student’ 之后，填写学校信息。

如果是在职员工，请选具体的行业信息之后，填写公司信息。

如果是待业，请选 ‘not employed’，并解释原因。原因可以考虑仔细后填写。

不论你属于上述三列何种，之后都会填写到 “Have you attended any educational institutions at a secondary level or above?” 这个问题。

**Q: Have you attended any educational institutions at a secondary level or above?**

**A:** ☒ Yes ☐ No

Provide the following information on the educational institution(s) you have attended.

Name of Institution  
Street Address (Line 1)  
Street Address (Line 2) \*Optional  
City  
State/Province  
Postal Zone/ZIP Code  
Country/Region  
Course of Study  
Date of Attendance From  
Date of Attendance To

**Help: Level of Education**  
You must answer Yes to this question if you have ever attended, for any length of time, a high school/secondary school (or its equivalent in your country) or college, university, graduate school, a doctoral program, or a vocational program.

**Help: Course of Study**  
For middle school/junior high or high school course of study please indicate "Academic" or "Vocational." For all other educational levels please indicate your major or concentration.

这里的教育经历，按倒叙一直写到高中阶段（小学部分不用写）。

关于 ‘course of study’，除了高等教育阶段有具体学科名称之外，高中可以 senior high study 代替。高等教育阶段，可以参照 ‘学业等级+专业名称’ 来写。如 ‘undergraduate economic law’

## DS-160 确认表教程 B-1/B-2

- ✓ Getting Started
- ✓ Personal
- ✓ Address and Phone
- ✓ Passport
- ✓ Travel
- ✓ Travel Companions
- ✓ Previous U.S. Travel
- ✓ U.S. Contact
- ✓ Family
- Work / Education / Training**
- Present
- Previous
- Additional
- Security and Background

### Help: Navigation Buttons

Click on the buttons above to access previously entered data.

### Additional Work/Education/Training Information

NOTE: Provide the following work, education, or training related information. Provide complete and accurate information to all questions that require an explanation.

Q: Do you belong to a clan or tribe?

A: ☐ Yes ☐ No

Provide a List of Languages You Speak

Language Name

+ Add Another - Remove

Q: Have you traveled to any countries within the last five years?

A: ☐ Yes ☐ No

Q: Have you belonged to, contributed to, or worked for any professional, social, or charitable organization?

A: ☐ Yes ☐ No

Q: Do you have any specialized skills or training, such as firearms, explosives, nuclear, biological, or chemical experience?

A: ☐ Yes ☐ No

这部分按照实际情况填写即可，注意标红框的问题，可能引起敏感问题，要注意回答。

#### 4.11 Security and Background

如实填写，但是我们一般都会选 No

#### 4.12 Photo

上传照片，拍摄证件照可以到专业的照相机构，那里的师傅对于该类证件照的格式都是非常清楚的。照片必须是 600\*600 像素，分辨率在 300 以上，

方式一：可以选择照相馆洗好的 51\*51mm 的白底彩照扫描件，用图像编辑工具调整成 600\*600PX

方式二：用照相馆照好的相片，再用相机照出来（或高像素手机），在电脑上编辑成要求尺寸

方式三：直接用照相馆的底板，调整到需要尺寸

## DS-160 确认表教程 B-1/B-2

### 4.15 Sign and Submit

#### Preparer of Application

Q: Did anyone assist you in filling out this application?

A: ☐ Yes ☒ No

#### E-Signature

I certify under penalty of perjury under the laws of the United States of America that the foregoing is true and correct.

Enter your Passport/Travel Document Number:

Enter the code as shown:



Click the button below to electronically sign your application:

Sign and Submit Application

点击确认后，申请表的内容无法再修改，会生成 DS-160 确认表。可以直接打印（黑白即可）或者可以把生成的文件发送到写下的邮箱里面。该表格面签时会用到，打印（尤其是条形码部分）要打印清晰。

**U.S. DEPARTMENT of STATE**  
CONSULAR ELECTRONIC APPLICATION CENTER

Nonimmigrant Visa Application

### Confirmation

**YOU MUST PRINT** this confirmation page. The barcode **MUST** be clear and legible on the printed page. You may also print the entire application for your records. If you do not have access to a printer at this time, select the option to email your confirmation page to an email address.

**YOU MUST SUBMIT** this confirmation page and the following document(s) to the Consular post indicated below: Passport. You may also submit any additional documents you feel will support your case. **DO NOT** send the entire application.

If you have further questions, please go to <http://travel.state.gov>.

This confirms the submission of the Nonimmigrant visa application for:



Name Provided:	TEST, TEST
Nationality:	BRAZIL
Passport Number:	TEST
Completed On:	20 February 2008
Confirmation No:	AA000000J1

Location Selected:

US EMBASSY - SEOUL  
333 TEST DR  
SEOUL, S. KOREA

  
A A 0 0 0 0 0 0 J 1

Print Confirmation 

Print Application 

Email Confirmation 

THIS IS NOT A VISA

Version 01.00.00



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