

## **XJTLU Guardianship Guidance**

Based on the guardianship requirements in the National Policy No. 42 jointly issued by the Chinese Ministry of Education, Ministry of Foreign Affairs and Ministry of Public Security in 2017, Xi'an Jiaotong - Liverpool University (hereafter called the University) has developed this guidance in support of safeguarding of international students and legal compliance.

### **Scope of XJTLU Guardianship Guidance**

This guidance applies to all international students (excluding summer school short course) who:

- Whose age is under 18 after they are enrolled
- Whose parents or current guardians in their home countries cannot come to China and live with them

#### **1. Guardianship Transferring**

For under 18 year old students, it is mandatory for parents/ current guardians of the international students to transfer the guardianship to the others, either Chinese citizens or foreigners who are currently working and living in Suzhou or cities nearby.

After the guardianship is transferred to the new guardian, the current guardian or the international student must submit a Guardianship Transfer Form and supporting documents to XJTLU Global. The supporting documents include the following:

- Chinese citizen's identification card and Hukou certificate (photocopy)
- Non-Chinese citizens passport and residence permit (photocopy)

In case the Guardianship Transfer Form and the supporting documents are required when applying for an X visa in the Chinese Embassy/Consulate, parents or current guardians of the underage international students shall start to prepare these documents after the acceptance of the University's unconditional offer.

All documents should be submitted to XJTLU Global for notarization and archive purpose, and will be provided to the Exit & Entry Bureau if they are required when converting the student X type visa into residence permit after the student enrolls at XJTLU.

#### **2. Student Visa Application Document Processing**

The University will process and courier the student (X type) visa application documents, including the JW202 Form for foreigners to study in China and the Admission Notice, to students right after the payment of the deposit is confirmed by the University Finance Office.

The current guardians are responsible to prepare the Guardianship Transfer Form and the supporting documents, which may be required for the visa application. These exact rules of each Chinese embassy or consulate should be checked at that time as these are subject to change and local implementation.

As the government's policy on guardianship and Exit & Entry Bureau's visa practice may be subject to change, we will give prompt updates to underage students and their parents.

Should you have any further inquiry or need any assistance on guardianship transfer or visa application please don't hesitate to contact XJTLU Global on [international@xjtlu.edu.cn](mailto:international@xjtlu.edu.cn).