



STEP BY STEP FOR CHINA VISA APPLICATION


Step 1 – Click https://bio.visaforchina.cn/SGP3_EN/qianzhengyewu to access the China Visa Centre site.



中國簽證申請服務中心
Chinese Visa Application Service Center



Singapore City



Other Centers

EN ▾

Sign In | Create Account

Visa | About Us | Useful Links

Application Form

Start for Visa

VIP

Please select your passport

News

Application STEP 1: Online Submission 2

Application STEP 2: Offline Submission at the... 2

Application STEP 3: Collection 2

For accompanying domestic helper, please app... 2

Public Holiday Notice for 2025 2

Important Notice

Important Notice ! ! ! This must be read ! ! !

Update time: 2025-02-04

[Anti-fraud Reminder]


Telecom fraud has occurred frequently recently. Please pay attention to the following:

1. We will never ask you to provide any sensitive personal information (such as IC number, bank card information, password, etc.) through phone calls or text messages.
2. The visa centre **only accepts on-site payment by cash or Paynow.** For any other requests involving transfer or payment, please be vigilant immediately and verify with us.
3. **How to prevent**
Please verify your identity through official channels, such as calling the service hotline on our official [website](#).
In case of suspicious circumstances, it is recommended to call the police immediately.

I already know

Go to View

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Visa

About Us

Useful Links



Application Form

Start for Visa

VIP

Please select your passport type






News

More >

Visa info

Beautiful China


| | |
|--|------------|
| Application STEP 1: Online Submission | 2024-10-25 |
| Application STEP 2: Offline Submission at the... | 2024-10-25 |
| Application STEP 3: Collection | 2024-10-25 |
| For accompanying domestic helper, please app... | 2024-09-22 |
| Public Holiday Notice for 2025 | 2025-01-01 |




-  Visa Category
-  Visa Fees
-  Sample Application Form
-  Downloads
-  FAQ




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Step 3 – Create account with email and password


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


  Singapore City  Other Centers EN ▾ [Sign In](#) | [Create Account](#)

IndividualAgency

 Enter your e-mail

 Enter your password

 Confirm your password

 Enter your code

Sent Code

☐ I have read and agreed to the [Privacy Policy](#)

Password must :

- ☐ Be a minimum of 8 characters.
- ☐ Include at least one lowercase letters (a-z)
- ☐ Include at least one uppercase letters (A-Z)
- ☐ Include at least one number (0-9)
- ☐ Include at least one Special Character (*?!& ¥ \$%^#_./@\"';:)

Create Account

[Sign In](#)

Step 4 – Click on **Sent Code** (A code will be emailed to your email address given)



Individual

Agency



aster.kwa@globaltravel.com.sg



QCE2025/21May



QCE2025/21May



Enter your code



Sent Code

☐ I have read and agreed to the [Privacy Policy](#)


Password must :






- ✓ Be a minimum of 8 characters.
- ✓ Include at least one lowercase letters (a-z)
- ✓ Include at least one uppercase letters (A-Z)
- ✓ Include at least one number (0-9)
- ✓ Include at least one Special Character (*?!&¥\$%^#.,/@"';:)

Create Account


[Sign In](#)


Step 5 – Slide the puzzle piece to allow the code to be sent to your email.


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  Singapore City  Other Centers EN  Sign In |  Create Account


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 aster.kwa@globaltravel.com.sg

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
 QCE2025/21May



 Enter your code






→

向右拖动滑块填充拼图



Sent Code

☐ I have read and agreed to

Password must :

- ✓ Be a minimum of 8 characters
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- ✓ Include at least one uppercase letter (A-Z)
- ✓ Include at least one number (0-9)
- ✓ Include at least one Special Character (*?!&¥\$%^#.,/@"';:)

Create Account

[Sign In](#)



EMAIL SAMPLE

Step 6 – Get the code from your email

感谢您使用中国签证申请服务。您的验证码是 **01A3C2**，有效时长为 15 分钟。出于安全原因，切勿将验证码告知他人。如您有任何疑问，请直接与我们联系。

Individual

Agency



aster.kwa@gl

✓ Verification code will be send to your mailbox. ✕



QCE2025/21May



QCE2025/21May



Enter your code



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☐ I have read and agreed to the [Privacy Policy](#)

Password must :

- ✓ Be a minimum of 8 characters.
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- ✓ Include at least one uppercase letters (A-Z)
- ✓ Include at least one number (0-9)
- ✓ Include at least one Special Character (*?!&¥\$%^#.,/@"';:)

Create Account

[Sign In](#)

Step 7 – Click on Create Account



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EN ▾

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aster.kwa@globaltravel.com.sg



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QCE2025/21May



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☒ I have read and agreed to the [Privacy Policy](#)

Password must :

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- ✓ Include at least one uppercase letters (A-Z)
- ✓ Include at least one number (0-9)
- ✓ Include at least one Special Character (*?!&¥\$%^#.,/@"':)

Create Account

[Sign In](#)

Step 8 – It will return to this page; click on **I already know** again (make sure you already signed in by identify t

My Account



Singapore City



Other Centers

EN

My Account



Visa

About Us

Useful Links



Application Form

Start for Visa

VIP

Please select your passport

Important Notice

Important Notice ! ! ! This must be read ! ! !

Update time: 2025-02-04

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Please verify your identity through official channels, such as calling the service hotline on our official [website](#).

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I already know

Go to View

News

Application STEP 1: Online Submission

Application STEP 2: Offline Submission at the...

Application STEP 3: Collection

For accompanying domestic helper, please app...

Public Holiday Notice for 2025

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Step 9 – Click on Please select your passport type

Start for Visa

VIP

Please select your passport type

News

More >

Application STEP 1: Online Submission

2024-10-25

Application STEP 2: Offline Submission at the...

2024-10-25

Application STEP 3: Collection

2024-10-25


For accompanying domestic helper, please app...


2024-09-22


Public Holiday Notice for 2025


2025-01-01


Visa info

 Visa Category


 Visa Fees

 Sample Application Form

 Downloads

 FAQ

Beautiful China



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Step 10 – Click on Ordinary

Visa

About Us

Useful Links

📄 Application Form

Start for Visa

VIP

Please select your passport type ▼

☒ Ordinary

☐ Official

☐ Service

☐ Special

☐ Diplomatic

☐ Other

News

| | |
|--|------------|
| Application STEP 1: Online Submission | 2024-10-25 |
| Application STEP 2: Offline Submission at the... | 2024-10-25 |
| Application STEP 3: Collection | 2024-10-25 |
| For accompanying domestic helper, please app... | 2024-09-22 |
| Public Holiday Notice for 2025 | 2025-01-01 |

| | |
|----|-------------------------|
| 📅 | Visa Category |
| 💰 | Visa Fees |
| 📄 | Sample Application Form |
| 📁 | Downloads |
| 🗨️ | FAQ |



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Step 11 – Click on Six months or more

Start for Visa

Type of passport:
Ordinary

VIP

Please select the validity period of your passport (please ensure that the blank pages of the...)

☐ Less than six months

☒ Six months or more

News


Application STEP 1: Online Submission2024-10-25


Application STEP 2: Offline Submission at the...2024-10-25


Application STEP 3: Collection2024-10-25


For accompanying domestic helper, please app...2024-09-22


Public Holiday Notice for 20252025-01-01


 Visa Category

 Visa Fees

 Sample Application Form

 Downloads

 FAQ



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Step 12 – Input they YEAR, MONTH and DAY

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Chinese Visa Application Service Center

🔍

📍 Singapore City

🔄 Other Centers

EN ▾

My Account

🔗

Visa

About Us

Useful Links

📄 Application Form

Start for Visa

Type of passport:
Ordinary

Validity of Passport:
Six months or more

VIP

Please select your date of arrival in China

▼

YYYY

year

Please select

month

Please select

day

News

Application STEP 1: Online Submission2024-10-25

Application STEP 2: Offline Submission at the...2024-10-25

Application STEP 3: Collection2024-10-25

For accompanying domestic helper, please app...2024-09-22

Public Holiday Notice for 20252025-01-01

📄 Visa Category

💰 Visa Fees

📄 Sample Application Form

📄 Downloads

📄 FAQ

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The Yellow River winding coast

中国签证申请服务中心

Chinese Visa Application Service Center

🔍

📍 Singapore City

🔄 Other Centers

EN ▾

My Account

🔗

Visa

About Us

Useful Links

📄 Application Form

Start for Visa

Type of passport:
Ordinary

Validity of Passport:
Six months or more

Date of arrival in China:
2025-5-21

VIP

Date of arrival in China: 2025-5-21

▼

2025

year

5

month

21

day

News

Application STEP 1: Online Submission2024-10-25

Application STEP 2: Offline Submission at the...2024-10-25

Application STEP 3: Collection2024-10-25

For accompanying domestic helper, please app...2024-09-22

Public Holiday Notice for 20252025-01-01

📄 Visa Category

💰 Visa Fees

📄 Sample Application Form

📄 Downloads

📄 FAQ

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Step 13 – Click Continue

Visa

About Us

Useful Links

 Application Form

Start for Visa

Type of passport:
Ordinary

Validity of Passport:
Six months or more

Date of arrival in China:
2025-5-21

VIP



To ensure the validity of your visa, it is recommended that you apply for it three months before coming to China.

Continue








Re select

News

More >

- Application STEP 1: Online Submission 2024-10-25
- Application STEP 2: Offline Submission at the... 2024-10-25
- Application STEP 3: Collection 2024-10-25
- For accompanying domestic helper, please app... 2024-09-22
- Public Holiday Notice for 2025 2025-01-01

Visa info

-  Visa Category
-  Visa Fees
-  Sample Application Form
-  Downloads
-  FAQ

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Step 14 – Select (L) Tourism



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Other Centers

EN ▾

My Account



Visa

About Us

Useful Links

 Application Form

Start for Visa

Type of passport:
Ordinary

Validity of Passport:
Six months or more

Date of arrival in China:
2025-5-21

VIP

Please select your Purpose of Visit

☒ (L)Tourism

☐ (F)Exchange,visits,study tours or other relevant activities

☐ (M)Commercial trade

☐ (Q1) Family member or relative of Chinese citizen(s) or foreigner(s) with permanent residence status in China (more than 180 days)

☐ (Q2) Family member or relative of Chinese citizen(s) or foreigner(s) with permanent residence status in China (no more than 180 days)

News

Application STEP 1: 0

Application STEP 2: 0

Application STEP 3: 0

For accompanying domestic helper, please app 2024-09-22

Public Holiday Notice for 2025

2025-01-01




Downloads




FAQ


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Step 15 – Click on **Start a form**




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

Singapore City

Other Centers

EN 

My Account 

Visa | About Us | Useful Links

Application Form

Start for Visa

Type of passport:
Ordinary

Validity of Passport:
Six months or more

Date of arrival in China:
2025-5-21

Purpose of Visit:
L

VIP

Purpose of Visit: L

Start a form

News

More >

Application STEP 1: Online Submission2024-10-25


Application STEP 2: Offline Submission at the...2024-10-25


Application STEP 3: Collection2024-10-25


For accompanying domestic helper, please app...2024-09-22


Public Holiday Notice for 20252025-01-01


Visa info

 Visa Category


 Visa Fees

 Sample Application Form

 Downloads


 FAQ




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The Yellow River Basin and its 18,000 kilometers of winding coastline

Step 16 – Read through Point 1 to Point 6 then click on **Reading completed, starting to fill out the form**

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

Singapore CityOther CentersENMy Account

01

Process

02

Filling out forms

03

On site handling and fees

04

Get your Visa

(1) Passport

Original passport with at least six months of remaining validity and with blank visa pages, a colored photocopy of the passport's data page and the photo page if it is separate.

(2) Visa Application Form and Photo

One completed Visa Application Form with a recent 6 months colour passport photo (bare-head, full face) against a white background (size: 48mm x 33mm) attached. If the accompanying children on the same passport are also on the tour, their photos should be stuck on the Application Form, and related illustration is required.

There are two ways to prepare your application form. You may complete an Online Application Form (where a Visa Centre provides such service), print it out and sign it. Please remember to bring the completed form to the Visa Centre to submit your application.

(3) Proof of legal stay or residence status (applicable to those not applying for the Non-Singapore citizens shall provide documents that entitle them to reside for an extended period in Singapore (e.g. work permit, employment pass, etc.). Temporary visitors to Singapore shall provide documents that entitle them to reside for an extended period in Singapore (e.g. tourist visa, etc.).

scan the QR code and print out the new issued pass). Temporary visitors to Singapore shall provide documents that entitle them to reside for an extended period in Singapore (e.g. tourist visa, etc.).

(4) Photocopy of previous Chinese passports or previous Chinese visas (applicable to those who were Chinese citizens and have obtained foreign citizenship).

If you are applying for a Chinese visa for the first time, you should provide the last Chinese passport held and a photocopy of its data page.

If you have obtained Chinese visas before and apply for a Chinese visa with a renewed foreign passport that does not contain any Chinese visa, you should present the photocopy of the previous passport's data page and the photo page if it is separate, as well as the previous Chinese visa page (If your name on the current passport differs from that on the previous one, you must provide an official document of name change).

(5) Birth certificate. If a minor whose father or mother was once a Chinese citizen is applying for Chinese visa for the first time, please provide the birth certificate.

(6) Applicant's round trip flight booking and hotel reservation, or the tourism invitation letter and the inviter's Chinese ID (front & back) copy or foreigner's residence permit and passport copy.

The invitation letter should contain:

(1) Information of the applicant: Name, gender, date of birth, passport number and etc.

(2) Details of planned visit: arrival & departure date, tourism destination, expenditure arrangement and etc.

(3) Information of inviter: Inviter's name, contact number, address, inviter's signature and etc.

(1) Unless the original version is required in particular, the invitation letter may be in the form of fax, photocopy or computer printout.

(2) If necessary, the consular officer may require the applicant to provide other proof documents or supplementary materials, or require an interview with the applicant.

(3) The consular officer will decide on whether or not to issue the visa and on its validity, duration of stay and number of entries in light of specific conditions of the applicant.

Reading completed, starting to fill out the form

Step 17 – Click on Start filling in the form.



中国签证在线办理

China Online VISA Application (COVA)

Guidelines for Filling in the China Online Visa Application (COVA) Form

(*)This website supports the following browsers: Google Chrome, Microsoft Edge, Mozilla Firefox (version 54.0 and higher), and Safari (version 10.0.1 and higher).

1. When filling in the application form, if you want to move to the next or previous page, please click the "Next" or "Previous" button at the bottom of the page, and do not use the forward or backward function of the browser.
2. Please fill in each column correctly. The items marked with "*" are mandatory. You have to answer all the mandatory questions on the page before proceeding to the next step. Some of these items have the option of [Not Applicable]. If a question does not apply to you, please tick "Not Applicable" to proceed.
3. If you have questions about the items in the COVA, you may click the "Help" button on the upper right corner to get help.
4. You may click the [Save] button to save an unfinished form, but the contents can only be kept for 30 days in the system. You can continue to fill in the unfinished form within 30 days by logging in to your account.
- 5. Please make sure the form is correctly completed before you click the "Submit" button. Once the application is submitted, you cannot make any changes.**
6. After submitting the application, you need to upload the electronic version of the application materials, which should be clear and complete, as required by the relevant Chinese Embassy/Consulate.
7. The relevant Chinese Embassy/Consulate may require you to make an appointment for a video interview and subsequently make an appointment for a visit to the Chinese Embassy/Consulate to submit your passport. Please closely follow the status of your application.
8. Please fill in the form in **Chinese** or **English**.

Notice: Submitting the COVA Form online does not mean that you will get the visa you have applied for. The final decision on the visa will be made by the Chinese Embassy/Consulate, which may be different from your application.

The city you have chosen for your visa application is:**SINGAPORE**

Start filling in the form.

Step 18 – Follow instructions 1 – 9 as you fill up the form



中国签证在线办理
China Online VISA Application (COVA)

1

Fill in the form
online.

2

Upload materials

3

Please confirm the
information
entered is correct.

4

Payment

1、 Personal information

2、 Type of visa

3、 Work information

4、 Education

5、 Family information

6、 Information on your travel

7、 Information on previous travel

8、 Other information

9、 Declaration

Please fill in the form in Chinese or English.

1、 Personal information

* Upload your photo.



[View the photo requirements.](#)

* Data page of the passport

* Please upload a screenshot of the data page of your passport.

