



## **Notice on the China Online Visa Processing System**

China Online Visa Processing System will be officially launched by the Chinese Embassy in the Philippines on October 13th, 2025. Applicants could enjoy convenience of filling out the form and uploading materials online. After passing the online review, you can then proceed to the visa center to submit your materials (applicants for diplomatic, official, and courtesy visas should still submit the documents to the Chinese Embassy in the Philippines when the online review is approved).

Important Notice: Starting from October 13th, 2025, the Chinese Embassy in the Philippines will no longer accept Chinese visa application forms completed before **October 11th, 2025**.

After the launch of the online visa application, the visa application process will be as follows:

### **APPLICATION STEP 1: ONLINE SUBMISSION**

This website is for those who are going to apply for a Chinese visa in Manila.

Please make sure you've chosen the correct location. (Check the upper right corner of the home page)

1. Create an account and sign in.
2. All Applicants (excluding those applying for visas to Hong Kong SAR of China and Macao SAR of China) are required to:
  - (1) Complete Online Visa Application Form;
  - (2) Upload the visa application documents, including passport, photo and required supporting documents.
  - (3) Click Submit button.

Please note that: Click Submit button on the Pay page, otherwise the status will be PENDING PAYMENT; Online payment is not available in Manila visa center now, and please pay when making submission at visa center after application has been approved online; Express, urgent, and VIP services are not available during the online review stage. For inquiries, please contact the visa center.

3. Wait for the preliminary check and online approval. (Only after approved online, should the passport and supporting documents be submitted at the visa center)
  - (1) The application status can be checked by logging into your account. Please select the correct Create Date, otherwise, you will not be able to check the order status, and it will shown as "No Data".
  - (2) You might receive an email stating you should upload additional documents or make other modifications, and the status will be "Rejected". Please make modifications and submit again, and the status will be "Under review".
  - (3) You might receive a confirmation email when the application has been approved online, and the status will be shown as "completed". Please print the attached Visa Application Certificate and bring it to the visa center with other required documents (check STEP 2).

## NEW CHINA VISA APPLICATION PROCEDURES: (Starting October 13, 2025)



### APPLICATION STEP 2: OFFLINE SUBMISSION AT THE VISA CENTER AFTER APPROVED ONLINE

Visa Applications may be submitted at the Manila visa center without prior appointment upon receipt of the "Visa Application Certificate".

Applicants for diplomatic, official, and courtesy visas should still submit the documents to the Chinese Embassy in the Philippines when the online review is approved.

#### 1. Submission at the Visa Center

Please bring the following documents, and you may be required to provide more documents at the center if deemed necessary.

- (1) Visa Application Certificate (attached to the Approval email);
- (2) Original passport and a copy of the information page;
- (3) A passport-sized photo (taken within the last 6 months, without a hat, white background, in color, small 2-inch size 48mm\*33mm) ;
- (4) Completed and signed Chinese Application Form;
- (5) Original and a copy of a previous Chinese passport (if you were previously a Chinese national and are applying for a Chinese visa for the first time);
- (6) Original and a copy of previous Chinese visa (if applicable);
- (7) Other supporting documents as required.

Important Reminder: If, after review, the Embassy determines that fingerprint collection is required, the Visa Center will inform the applicant to attend the center for fingerprint submission. Those that forge fingerprints or use other people's fingerprints will be denied entry into China and bear all the consequences incurred.

#### 2. Make Payment

Applicants shall pay the visa fee and service fee with cash only.

### APPLICATION STEP 3: COLLECTION

From the day you submit your passport at the Visa Center:

Collection is on the 4th working day for regular service.

Collection is on the 3rd working day for express service.

Collection is on the 2nd working day for urgent service.

Please make collection during the opening hours at the Visa Center with the original pick-up form.

Submission and payment of regular/express applications: 9:00-15:00

Submission and payment of urgent applications: 9:00-11:30

Collection of regular/express applications: 9:00-16:00

Collection of urgent applications: 12:00-16:00

New or renewal Proc Passport / Travel Permit / Hongkong Visa or Applicants holding diplomatic or service/official passports or applying for Chinese diplomatic, courtesy or service visas shall still submit applications directly to the Embassy (Address : 2nd Floor, the World Center, 330 Sen. Gil J. Puyat Avenue, Makati City).

## CHINA VISA GENERAL REQUIREMENTS:

### FIRST TIME APPLICANT: (PHILIPPINE PASSPORT)



1. Completely filled and Signed Visa Application form generated from the online portal of China Embassy.
  - Please type the answer in capital English letters in the space provided. Do not leave any field blank.
  - Type **N/A** if the item does not apply. Application form of minors must be signed by their parents or legal guardians.
2. Affixed with **Two (2) passport size (48mm x 33mm) colored photos**, with white back ground, no white shirts, full-face front view, without head covering.
  - Stapled pictures will not be accepted.
  - Scanned photos will also not be accepted.
  - U.S. passport holders must submit two (2) application forms with two (2) photos.
  - Shirt should be colored. Taken within the last 6 months.
3. **Original passport** that is valid for at least another 6 months with at least one blank visa page, a photocopy of the passport's information/photo page, signature and emergency contact page (**A must filled up**).
  - The previous old passport, if available, is required to be submitted; if the old passport is lost, or the applicant never holds a passport before, please make a **clear statement** in the item 7.2 of the Visa Application Form.
4. **Daily Itinerary** - Schedule of daily activities with hotel address and contact number; refer item 6.1 of Application form.
5. **Ticket and Hotel Accommodation** - Photocopy of round trip airline ticket and confirmation of hotel reservation for the duration of your trip (hotel voucher).
6. **Bank Certificate** - should contains the following information:
  - Type of Account (Savings/Current Account only)
  - Account number
  - Account opening date
  - Average Daily Balance (ADB) and to-date/current balance with not less than Php100,000.
  - **Attached the original Official Receipt/Debit Memo/ Certification of Waived Fee**
  - Minimum **PHP100,000.00** / person (18 years old and above) **In addition** to the Bank Certificate, submit the following supporting documents:

*(Supporting documents should have the same Bank Account number with the Bank Certificate and should match all the information stated in the Bank Certificate)*

    - A. **Statement of Accounts** – detailing transactions for 3 months prior to applying for visa (original and photocopy of all pages) OR
    - B. **Passbook** – detailing transactions for 3 months prior to applying for visa (original and photocopy of all pages)
7. Photocopy of latest **Income Tax Return (ITR) with BIR** received stamp.

---

### ADDITIONAL REQUIREMENT FOR THE FF:

#### FOR EMPLOYED:

- Certificate of Employment (detailing the salary, applicant's position, office address, HR contact information and the length of employment.)
- Copy of Company I.D

#### FOR BUSINESSMEN:

- **DTI or SEC Certificate** - Photocopy of business registration like DTI or SEC with General Information Sheet (GIS) \*General information sheet showing applicant name as one of the incorporates.
- **Business Permit or Mayor's Permit** - Photocopy of the permit
- **Income Tax Return w/ receipt from BIR** - Photocopy of Income Tax Return (ITR)

### FOR PROFESSIONAL:

- **PRC I.D** (photocopy [front & back] (Doctors / Engineer / Accountants,.etc)

### FOR STUDENT / MINOR:

- **School Certificate** - Original School Certificate issued by the School Registrar
- **School I.D (clear photocopy)**
- **Birth Certificate** (Original issued by PSA).
- **Marriage Contract of the parents.** (Original PSA)
- **Affidavit of Support** (notarized) + documents of parents.
- **Financial Documents** - Provide all financial documents of parents.

### FOR 60 YRS OLD & ABOVE:

- **Senior Citizen I.D (front & back)** - photocopy only.

#### IF INVITED:

- + **Invitation Letter** - signed invitation letter with the applicant and inviter's relevant information and purpose of travel.
- + **Proof of Relationship** - Original Birth Certificate and other certificate as proof of relationship between the applicant and inviter.
- + **Financial Documents** - Provide all financial documents of Invitor (see list for Employee or Businessman)

#### (APPLICANTS WHO WILL BE SPONSORED BY THEIR EMPLOYERS)

- Note:** Only applicant's current and direct employer is allowed to serve as sponsor
1. Employer's Original Bank Certificate with Receipt.
  2. Statement of Accounts detailing transactions for 6 months prior to applying for visa (original and photocopy of all pages), OR
  3. Passbook detailing transactions for 6 months prior to applying for visa (original and photocopy of all pages)
  4. Sponsorship Letter or Guarantee Letter from the employer

#### (APPLICANTS WHO WILL BE SPONSORED – PARENTS, SPOUSE, CHILDREN)

1. Original PSA Marriage Certificate for spouse as proof of relationship
2. Original PSA Birth Certificate for children as proof of relationship
3. Sponsorship Letter or Affidavit of Support

Other documents required by the visa officers if necessary

#### CERTIFICATE OF NAME CHANGE

- If the name in the new passport is different from that in the original one, the official document (birth certificate/marriage contract) issued by authorities for name change must be submitted.

### PREVIOUS CHINA VISA APPLICANT: (PHILIPPINE PASSPORT)

1. Completely filled and Signed Visa Application form generated from the online portal of China Embassy.
2. Applicant's **original** passport with blank pages and at least six (6) months validity left before expiration.
3. Affixed Two (2) passport size (48mm x 33mm) colored photos, with white back ground, no white shirts, full-face front view, without head covering. Stapled pictures will not be accepted.
  - Scanned photos will also not be accepted.
4. Attached previously **used China visa** in old or current passport (only visa stickers will be accepted.)
5. Daily Itinerary - Schedule of daily activities including hotel address and contact number
6. Hotel Booking Confirmation / Hotel Voucher.
7. A copy of the round-trip plane ticket.

**Note:** A letter of explanation is required if you could not provide the above-mentioned documents. Other documents required by the visa officers if necessary.

### NON-FILIPINO NATIONALS:

- Please submit proof of residence permit, employment or study in the Philippines. Temporary visitors to the Philippines should apply for Chinese visas from the Chinese Embassy/Consulate in the countries in which they live, unless the applicant can provide proof of employment/study or other occupational status and the visa officer will make the final decision on a case-by-case basis.
- You must also submit a photocopy of the Philippine visa/immigration entry stamp on your passport.

### FOREIGN PASSPORT:

- American passport holders may apply 10 years multiple entries L/M/Q2/S2 Visa, or 5 years multiple entries X1 Visa, only if his/her passport is valid over 1 year from the date of application.

## CHINA VISA PROCESSING FEE:

	NATIONALITY	ENTRIES	REGULAR FILING	EXPRESS FILING	RUSH FILING
01.	Philippine Passport	Single Double 6 Months Multiple Over 6 Months Multiple	PHP5500 PHP6000 PHP6500 PHP7500	PHP7500 PHP8500 PHP8600 PHP9500	PHP9000 PHP9500 PHP10000 PHP11500
02.	USA Passport	Single / Double / Multiple	PHP12300	PHP14500	PHP15900
03.	Canada Passport	Single / Double / Multiple	PHP7100	PHP9100	PHP10600

**\*\* Express/rush filing applicable only for those with used/previous tourist visa \*\***

**\*\*Usa Passport – Given 10 years visa validity\*\***

**\*\* Canada Passport – Given 10 years visa validity or depending on passport validity \*\***

**VISA PROCESSING TIME: (Will only start once submitted at China Visa Application Center as per Step 2 of the new guidelines implemented October 13, 2025.)**

Regular Filing - 4 working days

Express Filing - 3 working days

Rush Filing - 2 working days

### **IMPORTANT REMINDER regarding PROCESSING TIME:**

\*\* Counting starts from the time the Embassy/Visa Center accepted the documents.

\*\* There are so many instances wherein our filing will be rejected due to different reasons.

\*\* If there are problems in the documents, processing time could be more than 2 weeks

\*\* We can not guarantee RELEASE DATE. We have no control regarding this matter

\*\* If passengers holding tickets already and departure date is near like less than 2 weeks, need to sign the waiver form

### **IMPORTANT REMINDERS:**

- Please submit complete documents to avoid delays in processing.
- Visa processing time only starts once submitted at the Chinese Visa Applications Service Center and confirmed no pending requirement is needed.
- Make sure that the bio page 3 must be signed by the applicant and back page of the passport is completely filled-up (address, tel numbers and name of person to be contacted in case of emergency).

Requirements are subject to change without prior notice.

ISSUED:01 OCT 2025