## 外国人来华工作许可申请表

## （来华工作90日以上）

**APPLICATION FOR FOREIGNER'S WORK PERMIT**

（WORKING PERIOD OF MORE THAN 90 DAYS）

Notes:

1. Fields marked with \* are required.
2. Please send the table in doc. version to your Chinese contact person.

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| 外国人工作许可证号  CURRENT WORK PERMIT NUMBER | | Filled by the Chinese staff | | | |
| 姓（如护照所示）\*  SURNAME (As in Passport) |  | 名（如护照所示）\* FIRST  AND MIDDLE NAMES (As in Passport) |  | 照片 PHOTO | |
| 别名或曾用名（英文）  OTHER NAME USED |  | 中文姓名  CHINESE NAME |  |
| 性别 GENDER\* |  | 国籍 NATIONALITY\* |  |
| 出生日期  DATE OF BIRTH\* | yyyy-mm-dd | 婚姻状况[[1]](#footnote-0)  MARITAL STATUS\* |  |
| 护照类型[[2]](#footnote-1)\*  PASSPORT TYPE |  | 护照号码  PASSPORT NUMBER\* |  | 护照签发日期\*  ISSUANCE DATE OF PASSPART  (yyyy-mm-dd) |  |
| 护照有效期至\* EXPIRATION  DATE OF BPASSPORT (yyyy-mm-dd) |  | 最高学位（学历）[[3]](#footnote-2)\*  HIGHEST ACADEMIC DEGREE |  | 汉语水平[[4]](#footnote-3)\*  CHINESE PROFICIENCY |  |
| 是否持有境外职业资格证书 HAVE YOU EVER  OBTAINED ANY  PROFESSIONAL QUALIFICATION  CERTIFICATE ABROAD? |  | 职业资格证书  名称和编号  NAME AND NUMBER  OF PROFESSIONAL  QUALIFICATION  CERTIFICATES |  | 申请人电子邮箱\*  E-MAIL ADDRESS |  |
| 列出所有曾授予你护照的国家\*[[5]](#footnote-4) LIST ALL  COUNTRIES THAT EVER  ISSUED YOU A PASSPORT |  | 工作年限\*[[6]](#footnote-5)  LENGTH OF WORKING TIME |  | 工作岗位（职业）\*[[7]](#footnote-6)  OCCUPATION |  |
| 聘用合同/任职证明在华工作起始时间 INTENTED  WORKING TIME IN CHINA |  | 申请在中国工作职务\*[[8]](#footnote-7)  INTENTED JOB TITLE IN CHINA |  | 所属行业 \* INDUSTRY CATEGORY |  |
| 聘用方式\*[[9]](#footnote-8)  EMPLOYMENT METHOD |  | 薪酬\*  SALARY(monthly) |  | 公认职业成就  RECOGNIZED  PROFESSIONAL  ACHIEVEMENT |  |
| 申请在华工作时间\*  INTENTED LENGTH OF  WORKING TIME IN CHINA |  | 每年在华工作时间\*（月)WORKING TIME IN  CHINA PER YEAR(months) |  | 是否毕业于世界知名大学  ARE YOU GRADUATED FROM WORLD RENOWNED UNIVERSITIES |  |
| 已连续在华工作年限\*  CONSECUTIVE WORKING YEARS IN CHINA |  | 是否曾在世界 500 强企业、知名金融机构或律师事务所等任职 DO YOU HAVE ANY EXPERIENCE IN WORLD TOP 500 COMPANIES, WELL-KNOWN FINANCIAL INSTITUTIONS OR LAWFIRMS? |  | 在上述单位曾担任最高职务 HIGHEST POSITION YOU HAVE EVER HELD IN  AFOREMENTIONED  ORGANIZATIONS |  |
| 是否需要行业主管部门批准 DO YOU NEED  APPROVAL FROM RELATED CHINESE  INDUSTRY AUTHORITY? |  | 行业主管部门名称  NAME OF INDUSTRY AUTHORITY |  | 行业主管部门批准证书文号 APPROVAL  DOCUMENT NUMBER |  |
| 是否持有中国职业资格  证书（准入类）HAVE YOU  EVER OBTAINED ANY  CHINESE PROFESSIONAL  QUALIFICATION  CERTIFICATE  (For Vocational Accession )? |  | 职业资格证书  （准入类）名称  NAME OF CHINESE  PROFESSIONAL  QUALIFICATION  CERTIFICATES(For  Vocational Accession) |  | 职业资格证书号码  NUMBER OF CHINESE PROFESSIONAL QUALIFICATION CERTIFICATES OBTAINED |  |

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| 境外派遣单位名称  NAME OF DISPATCHING  INSTITUTION ABROAD | |  | | | 派遣单位所在国家  LOCATION OF  DISPATCHING  INSTITUTION ABROAD | | |  | | | 是否有专利等知识产权  POSSESS ANY PATENT OR  OTHER INTELLECTUAL PROPERTY RIGHTS | | | |  |
| 在中国工作电话  BUSINESS  TELEPHONENUMBER IN CHINA | |  | | | | | | 在中国工作任务 [[10]](#footnote-9) \*JOB DESCRIPTION IN CHINA | | | | |  | | |
| 列出曾就读的高等教育学校（含职业教育学校，如无高等教育经历，请填写最高学历）\*  LIST ALL HIGHER EDUCATIONAL INSTITUTIONS YOU HAVE ATTENTED (INCLUDING VOCATIONAL  INSTITUTIONS) | | | | | | | | | | | | | | | |
| 名称  NAME | 所在国家  LOCATION | | | 就读时间  DATES OF  ATTENDANCE | | | 专业  SPECIALITY | | 学位  ACADEMIC QUALIFICATION | | | | | | |
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| 列出曾工作的单位(近十年内)\*  LIST ALL EMPLOYERS YOU HAVE WORKED FOR IN LAST TEN YEARS | | | | | | | | | | | | | | | |
| 名称  NAME | 工作所在国  家 LOCATION | | | 起止时间  DATES | | | 工作岗位  OCCUPATION | | 职务  JOB TITLE | | | | 工作任务  JOB DESRIPTION | | |
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| 随行家属情况 ACCOMPANYING FAMILY MEMBERS | | | | | | | | | | | | | | | |
| 是否有家属随行  DO YOU HAVE ANY ACCOMPANYING MEMBER? |  | | | | | 人数  NUMBER OF THE ACCOMPANYING MEMBERS | | | |  | | | | | |
| 随行家属姓名  NAME (As in  Passport) | 出生日期  DATE OF BIRTH (yyyy-mm-dd) | | 性别  GENDER | | | 国籍  NATIONALITY | | | | 与申请人关系  RELATIONSHIP TO  THE APPLICANT | | | 护照号码  PASSPORT NUMBER | | |
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| 在华紧急联系人\*  EMERGENCY  CONTACT PERSON  IN CHINA |  | | 联系电话\*  EMERGENCY CONTACT  TELEPHONE NUMBER | | |  | | | | | | 电子邮箱\*  E-MAIL ADDRESS | |  | |

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| 申领外国人工作许可证  APPLICATION FOR FOREIGNER'S WORK PERMIT | | | | | |
| 入境时间 DATE OF  ENTRY |  | 持有签证种类  TYPE OF VISA HELD |  | 签证号码 VISA  NUMBER |  |
| 您是否由于犯有任何罪行而曾经被逮捕或被判有罪，即使后来得到了赦免或收回  等其他类似措施？HAVE YOU EVER BEEN ARRESTED OR CONVICTED FOR ANY OFFENSE OR CRIME, EVEN THOUGH SUBJECT OF A PARDON, AMNESTY OR OTHER SIMILAR LEGAL ACTION? | | | | | □是 YES |
| □否 NO |
| 您是否曾感染过对公共健康有影响的传染病或患过可造成危险的身体疾病或精神病？HAVE YOU EVER BEEN AFFLICTED WITH A COMMUNICABLE DISEASE OF PUBLIC HEALTH SIGNIFICANCE OR A DANGEROUS PHYSICAL OR MENTAL DISORDER? | | | | | □是 YES |
| □否 NO |
| 您是否曾违反中国法律，被中国政府递解出境？  HAVE YOU EVER VIOLATED THE LAW OF CHINA, AND DEPORTED FROM CHINA? | | | | | □是 YES |
| □否 NO |
| 本人郑重承诺，在本国及境外无犯罪记录，来华工作后，将严格遵守中国法律法规，自觉服从聘请单位各项管理制度。本申请表上所做之回答均属事实且详尽，所附材料真实、有效，若所提交的内容被发现不实或不详，本人愿意承担法律责任。对所提交的全部申请信息和附件授权可以调查，包括我的雇佣情况、工作表现、工作能力、教育、个人经历和无犯罪记录。如果我已超过 60 周岁，确保在中国工作期间有相应的医疗保险。  I SOLEMNLY PROMISE THAT I HAVE NO CRIMINAL RECORD BOTH AT MY HOME COUNTRY AND ABROAD. WHEN I ARRIVE IN CHINA AND START TO WORK, I WILL STRICTLY ABIDE BY THE CHINESE LAWS AND REGULATIONS, AND CONSCIOUSLY OBEY THE MANAGEMENT SYSTEM OF THE EMPLOYING INSTITUTION.  CERTIFY THAT ALL THE ANSWERS TO THIS APPLICATION AND RELEVANT ATTACHMENTS TO IT ARE TRUE  AND COMPLETED. IF THE INFORMATION IS FOUND TO BE UNTRUE OR UNCOMPLETED, I AM AWARE THAT  NEED TO UNDERTAKE CORRESPONDING LEGAL RESPONSIBILITIES.I UNDERSTAND THAT ALL OF THE  INFORMATION IN THIS APPLICATION AND DOCUMENTS SUBMITTEDWITH THIS APPLICATION MAY BE  CHECKED BY RELEVANT PARTIES, INCLUDINGMY EMPLOYMENT, WORK  PERFORMANCE,ABILITIES,EDUCATION,PERSONAL EXPERIENCES AND CONVICTION RECORDS.I CONFIRM THAT, IF I AM OVER SIXTY YEARS OLD,I WILL APPLY FOR MEDICAL INSURANCE COVERAGE AS ARE NEEDED DURING MY WORK PERIOD IN CHINA.  申请人签名 SIGNATURE OF APPLICANT 日期 DATE(yyyy-mm-dd) | | | | | |
| 用人单位承诺如实向行政机关提交有关材料和反映真实情况，并对申请材料实质内容的真实性负责,承担相关法律责任。  THE EMPLOYER HEREBY DECLARES THAT ALL THE DOCUMENTS AND INFORMATIONS SUBMITTED TO THE AUTHORITY ARE TRUE,AND SHALL BE RESPONSIBLE TO THE AUTHENTICITY OF THE DOCUMENTS AND UNDERTAKE CORRESPONDING LEGAL RESPONSIBILITIES.  用人单位公章  SEAL OF EMPLOYER  日期  DATE(yyyy-mm-dd) | | | | | |

1. MARITAL STATUS: married; unmarried; divorced; widowed; unspecified marital status [↑](#footnote-ref-0)
2. PASSPORT TYPE: ordinary passport; service passport [↑](#footnote-ref-1)
3. HIGHEST ACADEMIC DEGREE: Bachelor; Master; Ph.D or others. [↑](#footnote-ref-2)
4. CHINESE PROFICIENCY: HSK level 1-6; Bachelor’s degree or above in Chinese Language and Literatures, TCSOL or related majors; incapable; others [↑](#footnote-ref-3)
5. Just write the country that issued you a passport if your passport is your first. [↑](#footnote-ref-4)
6. WORKING YEARS: years of working that are related to your future job in China [↑](#footnote-ref-5)
7. OCCUPATION: academic staff; teaching staff; administrative staff [↑](#footnote-ref-6)
8. INTENTED JOB TITLE IN CHINA: post-doctor; lecturer; associative professor; associative researcher; professor; researcher; visiting scholar; research assistant or others. [↑](#footnote-ref-7)
9. EMPLOYMENT METHOD：employed directly by employer in China; dispatched to China by employers outside China [↑](#footnote-ref-8)
10. JOB DESCRIPTION IN CHINA: teaching; academic research [↑](#footnote-ref-9)