

# United States Visa System

*Information for Experts from the People's Republic of China  
Attending Meetings of the ISO and IEC Held in the United States*

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## **FOREWORD**

This document has been developed by the American National Standards Institute (ANSI) in response to concerns that technical experts from the People's Republic of China have been denied entry visas to the United States for attendance at technical committee meetings of the International Electrotechnical Commission (IEC) or the International Organization for Standardization (ISO). It is intended to assist meeting sponsors and Technical Committee leaders in their communication with potential meeting participants from outside the U.S. on visa processing requirements and to give readers a better understanding of the process, care and time needed for Chinese experts or business guests to make a successful visa application. Also included are links to various Embassy or Consulate resources that will simplify the job of communicating correct and useful information related to obtaining a visa.

The information resources that follow include materials compiled from the American Embassy in Beijing and from the U.S. Department of State. Certain of the tips that are offered are taken from interviews with a U.S. Foreign Commercial Service officer who was formerly posted to China and who has significant personal experience with business visas from that nation. Information is current as of January 2005.

Certain elements of this document may also be applicable to other businesses, organizations, educational institutions and government agencies that wish to invite delegates from the Peoples's Republic of China to meetings and/or conferences that are being held in the U.S.

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## **United States Visa System**

### ***Information for Experts from the People's Republic of China Attending Meetings of the ISO and IEC Held in the United States***

#### **1. Introduction**

All individuals who apply at a Consulate or Embassy abroad for a United States entry or re-entry visa are screened before the visa is issued, regardless of nationality. The U.S. has strict visa laws because it is an open society. Unlike many other countries, the nation does not impose internal controls such as registration with local authorities on its visitors. Yet, in order to enjoy the privilege of unencumbered travel in the U.S., certain requirements must be met.

In particular, a foreign traveler has a responsibility to prove that he or she is going to return home from travel abroad before a visitor visa will be issued. U.S. consular officers are required by law to view every visa applicant as an intending immigrant until the applicant proves otherwise. Section 214(b) of the *U.S. Immigration and Naturalization Act* states: "Every alien shall presumed to be an immigrant until he establishes to the satisfaction of the consular officer, at the time of application for admission, that he is entitled to a nonimmigrant status." Though the actual approval rate for first time visa applicants processed during 2004 through the U.S. Embassy in Beijing remains near 70%, most of those visa applications that were denied were refused under the terms of Section 214(b).

## 2 U.S. Visa Types for Business Travel

The United States issues two types of visas: Immigrant and Nonimmigrant.

Within the nonimmigrant classification, multiple types of visa classes exist. “B” type visa referrals are appropriate for standardization experts from the People’s Republic of China who are invited to the U.S. to participate in either a meeting of the International Electrotechnical Commission (IEC) or the International Organization for Standardization (ISO), or for those who are invited by U.S. firms as temporary visitors for business.

<b>Visa Class – Type “B”</b>	<b>Purpose of Travel</b>
<b>B1</b>	Temporary visitor for business
<b>B2</b>	Temporary visitor for pleasure
<b>B1/B2</b>	Temporary visitor for business or pleasure

*[NOTE: For a complete list of visa classes, please see Annex A of this document.]*

The B1 visa is intended for temporary business travel. This includes such travel as for the purpose of negotiating contracts, attending exhibitions and conferences, short-term training, and consultations with suppliers and customers. The B1 visa is not valid for employment in the U.S.

The B2 visa is intended for tourist activities, such as sightseeing, visiting friends and relatives, obtaining medical treatment, and attending non-vocational conferences and meetings. Visitors are not permitted to accept employment during their stay in the U.S. B2 visas are valid for one entry within three months of the issuance date.

In some instances, a consular officer may elect to issue a B1 visa jointly with a B2 visa type. Generally, a B1/B2 visa means that while in the U.S. as a business visitor, an individual may attend meetings, and participate in them fully, conduct research, and engage in other business negotiations. Some B1/B2 visas are annotated to note a specific purpose of the trip to the U.S.

**NOTE:** Effective January 15, 2005, qualifying Chinese nationals will receive B1 or B2 type visas that are valid for twelve (12) months and multiple entries. The previous maximum validity for U.S. visas issued for these purposes was only six months. The Chinese Ministry of Foreign Affairs will issue visas reciprocally to U.S. citizens visiting China. This agreement is intended to help to ease the burden for businesses that have Chinese clients and staff visiting their facilities on multiple occasions during the course of a year.

### 3 Applying for a B-Type Visa

After the events of September 11, 2001, the U.S. Department of State introduced changes that have lengthened the visa application process. For example, in addition to the usual *Nonimmigrant Visa Application* (form DS-156), all nonimmigrant visa applicants over the age of 16 must also complete and submit the *Supplemental Nonimmigrant Visa Application* (form DS-157). This form is required of all applicants, regardless of nationality and regardless of where the applicant applies.

The consular post will conduct an initial review of the application and related documentation and clarify any outstanding questions during a subsequent interview.<sup>1</sup> In general, an applicant must be able to demonstrate his or her intention to enter the United States for a temporary period and solely for the purpose of tourism and/or short-term business. The applicant must also provide evidence of financial ability to cover his or her travel expenses to/from and stay in the United States. Finally, he or she must demonstrate sufficiently strong social, economic, and other ties to compel the applicant to return to China after the temporary and lawful visit to the U.S.

In addition to the documentation listed below, please be advised that, since March 2004, the U.S. Embassy in Beijing has been collecting biometric identifiers such as fingerprints from all nonimmigrant visa applicants. This is related to the U.S. implementation of requirements for machine-readable passports, newer “biometric” passports that contain an identifying marker such as a fingerprint scan, and U.S. visas that contain a biometric indicator. A massive new database, the US-VISIT entry and exit control system, has also been introduced at major American border crossings. These measures help to increase the security of travel documents and help to ensure that the document holder is a legitimate traveler.

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<sup>1</sup> A nonimmigrant visa applicant who has previously traveled to the U.S. using a B-type visa that (1) expired less than one year ago and (2) who is applying for the same type of visa, may drop his/her visa application and application fee receipt at a U.S. Consulate for adjudication. The consular officer reserves the right to require such applicants to appear for a subsequent interview if there are questions unanswered by the application and supporting documentation.

### 3.1 Documentation

Applicants are encouraged to exercise care when completing the requested paperwork. Issues that may cause problems or delays in the visa application process include:

- The applicant has not spelled his/her name consistently on all documents (passport, visa application, supporting documentation). This can cause delays and confusion. The name given on the visa application and supporting documentation should be exactly the same as the name listed on the passport.
- The applicant has not read and followed the tips and guidance on the website of the U.S. consular post having jurisdiction over the visa application; this can cause delays or denial.
- The consular post cannot understand the kind of work the person is doing and officers cannot assess the risk/benefit of granting the person a visa. A security clearance will likely be requested if the field is unclear.
- The applicant is from a country considered to pose a risk or is working in a field that is considered “sensitive” in some way, or if the Consular Lookout (CLASS) system turns up a “hit” on his/her name. The consular officers may tell the individual that a Security Advisory Opinion<sup>2</sup> (SAO) is needed. The consular post will send the applicant away telling him/her that the Security Advisory Opinion will take an undetermined period of time and he/she will be notified when it has been completed.

#### B1 Visa (Temporary Visitor for Business)

Applicants are advised to bring the following documentation:

- a) Two completed DS-156, *Nonimmigrant Visa Application*, application forms – one in English and one in Chinese
- b) Two completed DS-157, *Supplemental Nonimmigrant Visa Application*, application forms – one in English and one in Chinese – submitted by all nonimmigrant visa applicants over the age of 16
- c) Two color passport-sized photographs taken within the past six months (size: 2” / 50 mm square; full face with head centered in the frame; taken against a white or off-white background)
- d) A passport, which must be valid for more than six months (an alien presenting a passport valid for six months or less would be inadmissible at a port of entry)

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<sup>2</sup> A Security Advisory Opinion (SAO) is a request from a consular post to the Department of State in Washington, D.C. to initiate the process of requesting clearances from various government agencies and databases including the Federal Bureau of Investigation, Central Intelligence Agency, Drug Enforcement Agency, Department of Commerce, Office of Foreign Asset Control, Interpol, the national criminal and law enforcement databases, and others.

In January 2005, the State Department issued an updated Technology Alert List (TAL) to overseas consular officials on sensitive technology relating to the development of nuclear and other weapons of mass destruction. The previous TAL guide resulted in too many Chinese applicants being rejected even though their technology interests appeared to be of a non-sensitive nature.

- e) Application fee receipt. (All applicants for nonimmigrant visas must pay a non-refundable application fee of RMB 830<sup>3</sup> (approximately US\$100) payable at the designated branches of the CITIC Bank. Both copies of the CITIC Bank fee receipt must be included with all visa applications.)
- f) A completed family biographic data form
- g) A letter of invitation from the U.S. company stating the purpose and length of the trip (this letter should also indicate who will bear financial responsibility for the trip)
- h) Documentation establishing the sponsoring company's bona fides, such as company registration and licenses, letters of credit, and evidence of past and existing business activities
- i) Documentation establishing the applicant's company's relationship with the inviting company, such as past correspondence, contracts, bills of lading, etc.
- j) Documentation establishing your personal status, such as marriage certificates, letters confirming employment, bank statements, pay slips, proof of home ownership, proof of prior travel outside China, copies of relatives' visas that have traveled to the U.S. and proof of the relative's current status in the U.S., etc.

#### B2 Visa (Temporary Visitor for Pleasure)

Applicants are advised to bring items (a) through (f) as described above, as well as:

- g) A letter of invitation from friends or relatives in the U.S., or a letter confirming participation in a tour group or conference
- h) Documents demonstrating your ability and intention, or that of friends or relatives in the U.S., to support your travel and other expenses. Documents can include marriage certificates, letters confirming employment, bank statements, pay slips, proof of home ownership, proof of prior travel outside China, copies of relatives' visas that have traveled to the U.S. and proof of the relative's current status in the U.S., etc.

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<sup>3</sup> In most locations, CITIC Industrial Bank charges a non-refundable service fee of RMB200. The fee may be slightly higher in certain locations. For more information about submitting visa applications at a local branch of CITIC Industrial Bank, please see their website (<http://www.ecitic.com/citicib/index.jsp>).



### 3.2 Submitting a Visa Application

Visa applications should be submitted to the U.S. consular post geographically closest to the applicants home or work.

Consular District	Municipalities and Provinces	Internet Address
<b>Beijing (U.S. Embassy)</b>	Beijing, Tianjin, Xinjiang, Qinghai, Gansu, Shaanxi, Ningxia, Shanxi, Inner Mongolia, Hebei, Henan, Shandong, Hubei, Hunan or Jiangxi	<a href="http://www.usembassy-china.org.cn/visa">http://www.usembassy-china.org.cn/visa</a> Visa Information Call Center: 4008-872-333
<b>Chengdu</b>	Chongqing, Guizhou, Sichuan, Tibet, Yunnan	<a href="http://www.usembassy-china.org.cn/chengdu/cons/visa_types.html">http://www.usembassy-china.org.cn/chengdu/cons/visa_types.html</a> Visa Information Call Center: 4008-872-333
<b>Guangzhou</b>	Fujian, Guangdong, Guangxi, Hainan	<a href="http://www.usembassy-china.org.cn/guangzhou/iv/">http://www.usembassy-china.org.cn/guangzhou/iv/</a> Visa Information Call Center: 4008-872-333
<b>Shanghai</b>	Anhui, Jiangsu, Shanghai, Zhejiang	<a href="http://www.usembassy-china.org.cn/shanghai/visa/">http://www.usembassy-china.org.cn/shanghai/visa/</a> Visa Information Call Center: 4008-872-333
<b>Shenyang</b>	Heilongjiang, Jilin, Liaoning	<a href="http://www.usembassy-china.org.cn/shenyang/cons/visa.html">http://www.usembassy-china.org.cn/shenyang/cons/visa.html</a> Visa Information Call Center: 4008-872-333
<b>Hong Kong</b>	Hong Kong and Macau	<a href="http://www.usconsulate.org.hk/consular/visa.htm">http://www.usconsulate.org.hk/consular/visa.htm</a> Visa Information Call Center: 4008-872-333

### 3.2.1 Scheduling an Interview via the Visa Information Call Center

Within China: 4008-872-333

Overseas: (86-21) 3881-4611

*International toll charges are solely the responsibility of the caller*

In March 2004, the Consular Section at the U.S. Embassy in Beijing and at the U.S. Consulates in Mainland China implemented a Visa Information Call Center (<http://www.usembassy-china.org.cn/visa/cal.html>) designed to provide callers with easy access and accurate and timely information regarding the visa process and improve customer service for visa applicants. All nonimmigrant visa appointments will be made through the Visa Information Call Center.

Services are offered in Mandarin, Cantonese, English, the Fuzhou dialect and the Taishan dialect. Pre-recorded visa information is available 24 hours a day, 7 days a week. Live operators are available from 07:00 to 19:00, Monday through Friday and 08:00 to 17:00, Saturday.

This is a user-pays service and the charge is 54 RMB (approximately US\$7) for twelve (12) minutes or 36 RMB (approximately US\$4) for eight (8) minutes. Any unused minutes can be reused at a later time or transferred to another party. Currently, there are three methods of payment: CITIC pre-paid PIN card, credit or debit cards.

NOTE: Some credit card users may need to first register with their bank for a program called “pay internet” which enables credit card holders to make purchases over the phone.

### 3.2.2 Non-Appointment Interviews via the Beijing Business Visa Program

The productive relationships that many consular posts enjoy with local American Chambers of Commerce (AmCham) – and similar organizations – help to facilitate the full and timely attention given to visa applications submitted by legitimate foreign business travelers, especially those involved in trade, negotiations and other dealings with U.S. companies. As an example, Beijing’s Business Visa Program has more than 400 participating companies. Applicants from those companies can apply to a consular officer at the U.S. Embassy in Beijing – without an appointment – any morning between 10:00 and noon, once the AmCham has notified the Embassy of the applicant’s intention to apply.

### **3.2.3 Non-Appointment Interviews via the Chengdu Expedited Visa Appointment Program**

In anticipation of a growing need for business travel, the U.S. Consulate in Chengdu launched in December 2004 a new Expedited Visa Appointment Program for business visa applicants from qualifying American Chamber of Commerce company employees. The program allows a visa applicant to come to the Chengdu Consulate without having to make an appointment through the China-wide call center.

Interested companies are encouraged to contact the Sichuan American Chamber of Commerce directly ([amcham@amcham-sichuan.org](mailto:amcham@amcham-sichuan.org)) to express interest in joining this program and to request an expedited appointment letter. With this letter, an applicant may appear at the Chengdu Consulate from 08:30 to 10:30 or at 13:00 from Monday to Thursday for an appointment-free visa interview. All other requirements for an application, fee receipt and supporting documents to indicate the purpose of the trip and strong ties to China apply. Approved applicants will receive their visas after 16:00 the same day.

Only direct employees of companies holding membership in the Sichuan AmCham and that have significant business interests in the U.S. may apply for a visa under the program (no distributors, customers, family members, etc. are allowed).

### **3.3 Applicant's Interview with a Consular Officer**

Applicants are encouraged to arrive at the Embassy or Consulate well before the scheduled appointment time. Business attire is recommended. For security reasons, cellular phones, cameras, beepers, briefcases, luggage and handbags will not be allowed during the interview, nor can anyone accompany an applicant to his or her personal interview.

During the interview the consular officer will question the applicant about his or her planned activity in the U.S. It is at this initial stage that clear and concise information about the purpose of the travel abroad should be explained and any supporting documentation submitted for review by the consular officer.

For example, delegates to an ISO or IEC technical committee or subcommittee meeting being hosted in the U.S. might wish to bring invitation letters, as well as copies of official meeting documents, such as calling notices, meeting logistical information (venue, hotel information, etc.) and draft agendas to the interview.

*[NOTE: See Section 4 of this document for additional information.]*

Verbal answers must match the information in the invitation letter or any other supporting documentation that had been presented to the consular officer. Problems arise if applicants mislead or appear to mislead the interviewing officer as to their intent in visiting the U.S., which can happen when it appears they cannot answer simple questions about their trips. Once it appears that a falsification has occurred, the consular officer will question other information supplied by the applicant.

Throughout the interview, the applicant needs to keep in mind that, even more important than explaining why they have been invited to go to the United States, they need to persuasively demonstrate why it is they will come back to China. This can be demonstrated by proving ties in China that would compel them to leave the U.S. at the end of the temporary stay. This might include a high-status job and substantial income; national prominence in their field; ownership of a house, apartment or a car; close family relationships or dependents such as children or an elderly parent; a sizeable bank account, and so on. Well-organized documentation to prove such ties to China should be available and ready to present if requested by the consular officer.

The interview will be short (typically one to three minutes in duration). Consular officers handle thousands of applications every year and are experienced in making swift decisions. They will quickly review the application form(s) and supporting documents in order to narrow the range in which questions may need to be asked. Much of the necessary information required to make a decision is already supplied on the application form itself and in the invitation letter, so there is usually no need for the officer to ask more than a few additional questions.

While consular officers are trained to look at each application individually and consider professional, social, cultural and other factors, with younger applicants consular officers try to look at the applicant's specific intentions, family situations and long-range plans and prospects within his or her country of residence. Especially with younger applicants, the reason for most refusals is not the documents but the applicant's current overall situation was not adequate to overcome the presumption that he or she is an intending immigrant.

**NOTE:** An applicant that has been previously denied may reapply for a nonimmigrant visa at any time. If new information has become available which was not presented to the interviewing officer at the time of the first application, or if the applicant's overall circumstances have changed significantly since the last application, a visa may be approved.

### **3.3.1 Submitting Personal Commentary on Visa Cases**

Three times per week, the visa section of the U.S. Embassy in Beijing opens its doors to American citizens for the discussion of specific visa cases. Interested representatives must come prepared for the discussion by having the full name(s), passport number(s), and scheduled interview date(s) for each applicant.

The open period operates on a first come-first served basis from 16:00 to 17:00 every Monday, Wednesday, and Friday. All American citizens present by 16:00 will have an opportunity to speak to an officer that day; anyone arriving after that will only be seen if time permits. Only American citizens are allowed to take advantage of this opportunity, not citizens of any other countries or legal permanent residents of the U.S.

Any U.S. organization wishing to comment on a specific visa application but that is unable to reach the Embassy directly may send a communication via telefax (+86-10-6532-3178) to the Chief of the Visa Section, U.S. Embassy in Beijing. [*NOTE: In January 2005, the Chief of the Visa Section is Mr. Thurmond Borden.*]

The State Department has also established a U.S.-China Business Visa Initiative to assist businesses seeking visas for clients and partners by providing a dedicated email (businessvisa@state.gov) and telephone link (+1.202.663.3198) to visa officials in Washington, DC responsible for China.

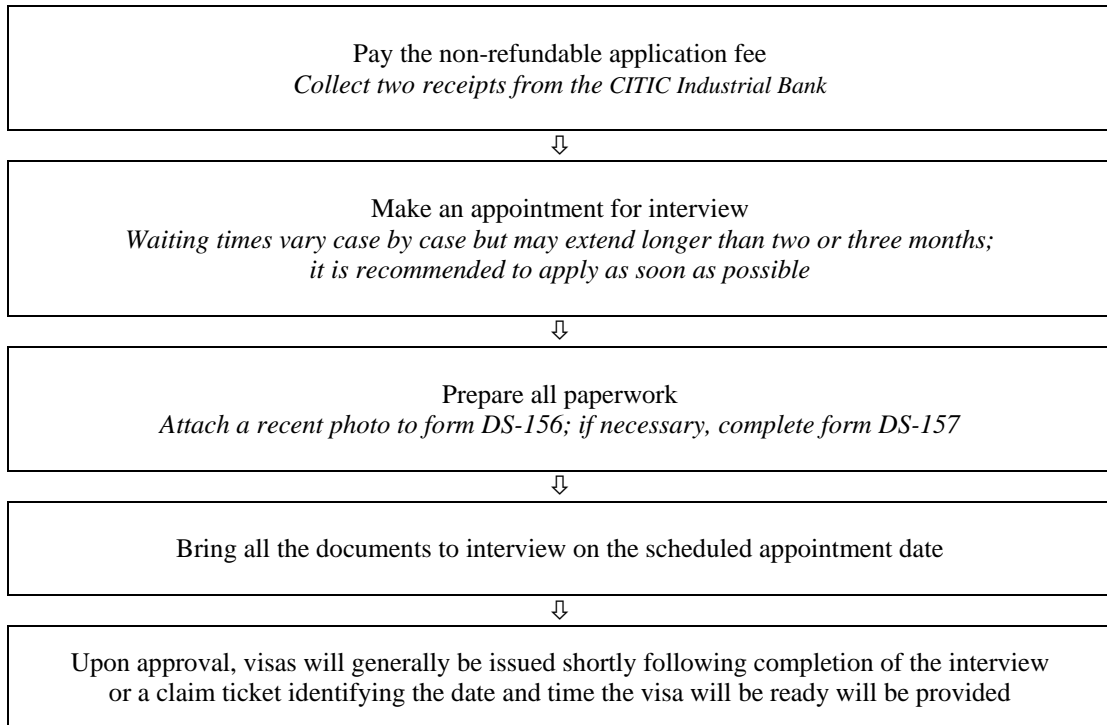
More information on doing business in China may be found by visiting the U.S. Foreign and Commercial Service website <http://www.buyusa.gov/china/en/>.

### **3.4 Timing Issues**

Applications should be submitted far enough in advance of the scheduled travel, but not so far that the visa cannot be used before its expiration. The expiration date of the visa notes the *last* day a traveler may use the visa to apply to enter the United States. The expiration date is *not* the last day the traveler is allowed to remain in the U.S.

Every time a traveler plans to travel to the U.S, he/she must assure that his or her passport is valid for at least six months from the time he/she plans to depart the U.S. A traveler may travel with two passports – one expired passport with a valid visa and a new passport. Applicants are also encouraged to allow sufficient time for such actions as obtaining a passport from the Chinese government.

### 3.5 Visa Application Procedure (Summary)



#### **4 Issuing Invitations to Chinese Nationals to Attend IEC or ISO Meetings Hosted in the U.S.**

Organizations hosting a meeting of ISO or IEC in the United States, or who wish to invite Chinese business partners or customers to the U.S. for meetings, contract negotiations, equipment inspection purchase or other business related activities, can provide supporting documents for consideration during the visa application process.

An invitation letter written on behalf of an applicant can become an essential component of the package provided by the applicant for review by the consular officer during the interview process. In all cases, the letter must be neat, accurate, and credible, and signed by a representative of the official host of the meeting that is being held in the United States:

- For meetings of the IEC, a representative of the U.S. National Committee of the IEC (USNC/IEC) will prepare the invitation letter.
- For meetings of the ISO, a representative of the American National Standards Institute (ANSI) will prepare the invitation letter.

Delegates who request an invitation letter from the USNC/IEC or from ANSI are requested to provide the following information:

- Name (as shown on the passport)
- Passport number
- Date of birth
- Employer and title
- Contact information (address; telephone; telefax and e-mail address)

The invitation letter will include contact information (telephone, telefax and e-mail address) for the appropriate USNC/IEC or ANSI contact person should the interviewing officer has further questions. If available, relevant meeting documents – such as a draft agenda – will also be included.

The requesting delegate will receive a signed copy of the invitation letter via telefax or hard-copy mail (airmail) and an un-signed copy via e-mail.



Each applicant or group of applicants must present his/her/their own application materials. If a particular document has not been given to the applicant(s) to present to the officer at the time of interview, assume the officer has not seen it.

## 5 Visa Facilitation Initiatives

Public outreach continues to be the key component of the U.S. State Department's efforts to facilitate business travel and educate the American and international business community about the visa process. The U.S. State Department's Bureau of Consular Affairs (CA) has introduced some significant changes to help facilitate travel and make the visa process more transparent. For instance, interagency discussions recently yielded a much-improved Visas Mantis SAO (Security Advisory Opinion) process; processing times have shortened considerably, and the process is more predictable. Also, the amount of visa data published on State Department websites has been increased.

In an October 20, 2004, memorandum from then-Secretary of State Colin Powell to Special Embassy Posts on the subject of facilitating business travel, the former Secretary expressed his commitment to ensure that posts have the resources necessary to achieve his goal of "Secure Borders, Open Doors" and highlighted some of the most common and effective facilitation initiatives in place worldwide:

### **Formal Facilitation Programs**

Many posts have established formal facilitation programs that enroll major companies and permit their employees to obtain expedited appointments, and/or expedited processing on the day of the interview. Typically, companies must meet strictly established criteria in order to be enrolled, and must adhere to strict standards to stay in the program. Site visits are often critical to determine a company's eligibility. While membership in these programs commonly is limited to companies that are members of host country's American Chamber of Commerce (AmCham), many posts enroll non-AmCham companies as well. Variations of membership include only allowing participation by employees of companies that have been members of AmCham for at least one year, or limiting it to individuals applying for visas for business purposes, as opposed to those applying to visit the U.S. for tourism. Common characteristics of formal programs include:

- Collecting examples of each company's letterhead and the signatures of authorized company representatives for comparison purposes. Some posts make available to officers at their desktop an electronic database of member companies' profiles, including scanned images of its letterhead and signatures.
- Allocating a specific number of visa appointments daily to businesspeople applying through the program. One mechanism to trigger expedited appointments is assigning companies specific codes, and requiring applicants to indicate such codes when scheduling an appointment. Posts allowing walk-ins usually require applicants to present a letter issued by an authorized representative of their company.

### **Group Appointments**

Many posts expedite appointments for groups and/or schedule group appointments, and establish specific time blocks when business groups may appear for interview.

### **Time Block Set-Asides**

Specific time blocks may be set aside weekly to allow certain categories of applicants to appear without an interview. Categories may include all petition-based applicants, applicants with B visa referrals, individuals traveling on U.S. Government (USG)-sponsored trips, government and military officials of a certain rank, and more.

### **Business Facilitation Units**

Many posts assign specific officers and/or establish business facilitation units to serve as a point of contact for the business community. This may include establishment of special e-mail addresses and/or phone numbers to address questions from the business community and dispense information on the visa process.

### **Training**

Regular business visa training for consular officers addresses a country's economic conditions, provides information on the structure of the country's business community, and discusses business-interviewing techniques. The training usually is coordinated by the consular and economic or commercial sections, and may also include representation from the front office and public diplomacy section.

Recognizing that certain posts' ability to facilitate business travel is impacted by larger foreign policy issues, all CA posts were encouraged to employ one or more of the initiatives described above while retaining the flexibility to accommodate urgent requests for appointments when appropriate.

## **6 Business Passports**

A Chinese national who wishes to travel with a business passport (i.e., a passport issued through his or her company and with only a two-year validity), will be required to follow somewhat different procedures than described in this document.

In general, most Chinese companies will develop a visit plan for the next calendar year no later than December 31 of the preceding year. An expert who wishes to attend a meeting or event abroad and travel on a business passport should submit his or her request in the visit plan being considered by his or her company. The company's visit plan will then be submitted to the relevant authority for consideration and approval. This authority might be a Ministry, City Government or Industry Association that has been authorized by the Central government to conduct foreign affair matters.

Upon approval of the company's plan, this authority will be responsible for assisting individual applicants with preparations for their visit(s) abroad. This assistance will include an explanatory letter to the U.S. Embassy that clearly indicates who will bear the traveler's expenses while in the U.S., who is sending the expert, who invited the expert and for what purpose.

The competent authority will submit to the Ministry of Foreign Affairs the entire visa application package (as prepared by the traveler), including the other required documents described earlier in this text. The Ministry of Foreign Affairs will send all documents concerned to the U.S. Embassy and will advise the employee of the interview date. If the visa application is approved, the Ministry will collect the approved visa from the U.S. Embassy on behalf of the Chinese applicant.

Experts who are interested in learning more about this procedure are encouraged to contact the relevant department within their own company.

## U.S. Nonimmigrant Visa Classifications

Visa Class	Purpose of Travel
A1	Head of State or Government, Ambassador, public minister, career diplomatic or consular officer assigned to the U.S., and members of immediate family
A2	Foreign government officials on official business or employees of diplomatic or consular missions in the U.S., and members of immediate family
A3	Attendant, servant, or personal employee of A1 and A2 classes, and members of immediate family
<b>B1</b>	<b>Temporary visitor for business</b>
B2	Temporary visitor for pleasure
<b>B1/B2</b>	<b>Temporary visitor for business or pleasure</b>
C1	Alien in transit through the U.S.
C2	Alien in transit to the United Nations Headquarters District under Section 11.(3), (4), or (5) of the Headquarters Agreement with the United Nations
C3	Foreign government officials, members of immediate family, attendant, servant, or personal employee in transit
C1/D	Crew member/crew-list
E1	Treaty trader, spouse and children
E2	Treaty investor, spouse and children
F1	Student (academic or language training program)
F2	Dependent of F1
G1	Principal resident representative of recognized foreign member government to an international organization, his/her staff, and members of immediate family on long-term assignment
G2	Other representative of recognized foreign member government to an international organization, and members of immediate family on temporary assignment
G3	Representative of non-recognized foreign member government to an international organization, and members of immediate family
G4	International organization officer or employee and members of immediate family
G5	Attendant, servant, or personal employee of G1, G2, G3, or G4 class and members of immediate family

**Appendix A  
(continued)**

H1B(petition-based)	Temporary worker in a specialty occupation
H1C(petition-based)	Registered nurses
H2A(petition-based)	Temporary worker performing agricultural services unavailable in the United States
H2B(petition-based)	Temporary worker performing non-agricultural services unavailable in the United States
H3(petition-based)	Industrial trainee
H4(petition-based)	Dependent of H1, H2 or H3
I	Representative of foreign information media and dependents
J1	Exchange visitor
J2	Dependent of J1
L1(petition-based)	Intra-company transferee (executive, managerial, and specialized personnel continuing employment with an international firm or corporation)
L2(petition-based)	Dependent of L1
M1	Vocational student
M2	Dependent of M1
O1(petition-based)	Aliens with extraordinary ability in sciences, arts, education, business or athletics
O2(petition-based)	Aliens accompanying and assisting the above in a professional capacity
O3(petition-based)	Dependent of O1 or O2
P1(petition-based)	Athletes and entertainers for a specific competition or performance
P2(petition-based)	Athletes and entertainers participating in reciprocal exchange program
P3(petition-based)	Artists and entertainers performing under a program that is culturally unique
P4(petition-based)	Dependent of P1, P2 or P3
Q(petition-based)	International cultural exchange visitor
R1	Religious worker
R2	Dependent of R1
TN	Canadian or Mexican citizen working in a professional capacity under the North American Trade Agreement
TD	Spouse or child of TN