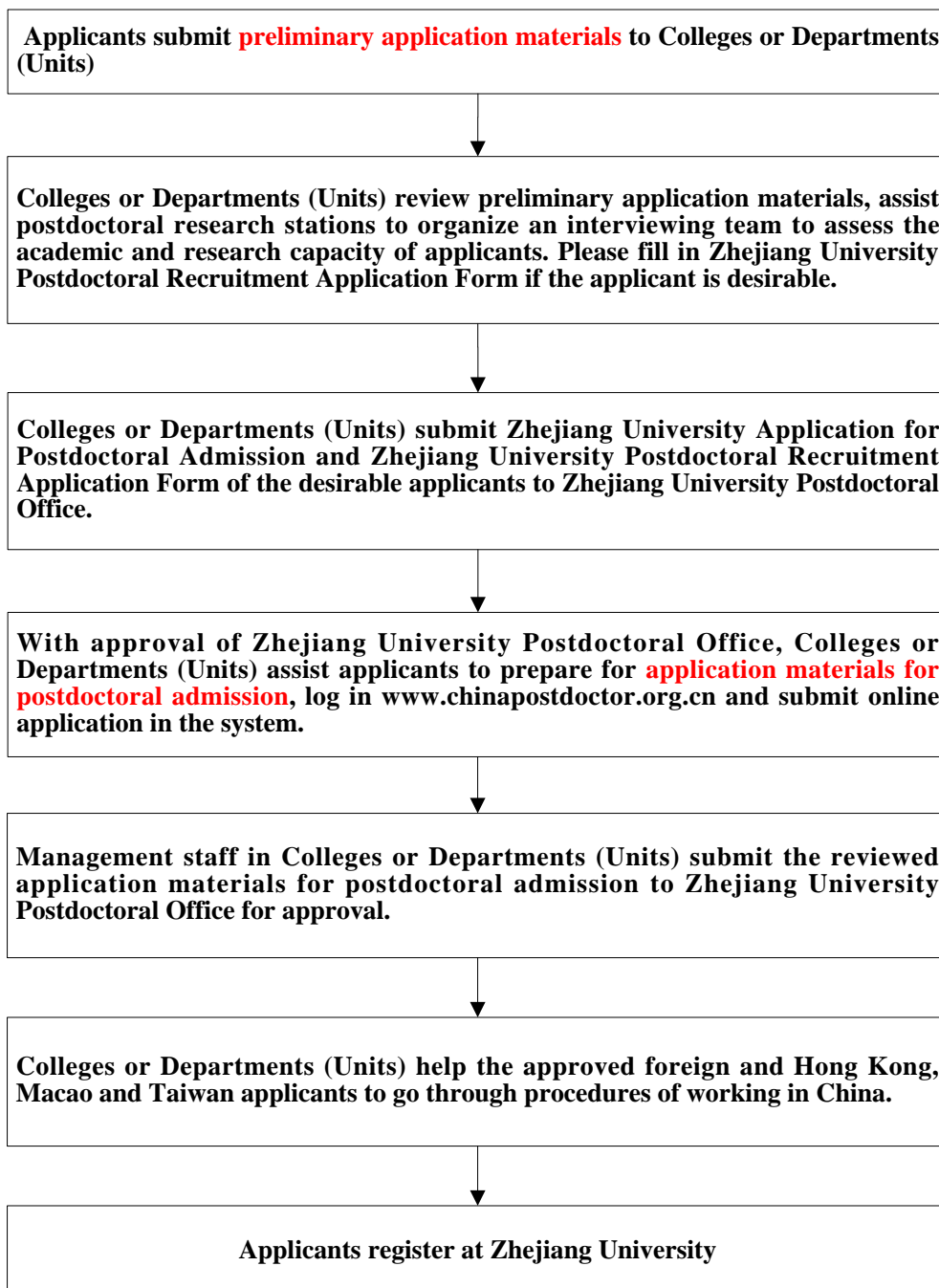


# Zhejiang University Application and Registration Process for Postdoctoral Admission (For Foreign Applicants)

Foreign postdoctoral applicant's entry into Zhejiang University subjects to personal application, online registration, examination and approval. Besides, foreign applicants are expected to obtain work permits in China. The following is for details.

## Part I. Application for Postdoctoral Admission



### **Preliminary Application Materials:**

1	<i>Zhejiang University Brief Application for Postdoctoral Admission</i>
2	Letters of Recommendation (two), one from the applicant's doctoral supervisor
3	A list of academic achievements to prove the applicant's research capacity (academic papers, patents and awards, etc.) and supporting materials, doctorate dissertation.

### **Application Materials for Postdoctoral Position:**

1	<i>Application for Postdoctoral Admission (Applicant may fill in the form first, while Colleges or Departments (Units) help to fill in the form and submit online, and print it)</i>	Bound these materials together in order from 1 to 7. Prepare a set of original copy and two sets of photocopies.
2	<i>Letters of Recommendation (two), one from the applicant's doctoral supervisor</i>	
3	<i>A photocopy of doctorate degree certificate. If the applicant has not attained a doctorate degree, please provide evidence of approval of granting a degree from the Graduate School.</i>	
4	<i>Authentication of doctorate degree certificate issued by the Chinese embassy</i>	
5	<i>A photocopy of passport</i>	
6	<i>Zhejiang University Postdoctoral Recruitment Application Form</i>	
7	<i>Review Form for Postdoctoral Position Application</i>	
8	<i>Contract of Employment for Foreign Postdoctoral Researchers</i>	Two original copies in Chinese and English versions separately.
9	<i>Contract of Employment for Postdoctoral Researchers</i>	Four original copies
10	<i>Zhejiang University Postdoctoral Political Statement</i>	

## **Part II Applying for Work Permits for Foreigners to Work in China**

### **2.1 Materials and procedures**

1、 A set of application materials for postdoctoral position and a copy of *Contract of Employment for Foreign Postdoctoral Researchers* (provided by Zhejiang University Postdoctoral Office, Address: Room 104-8, East Building 3, Zijingang Campus)

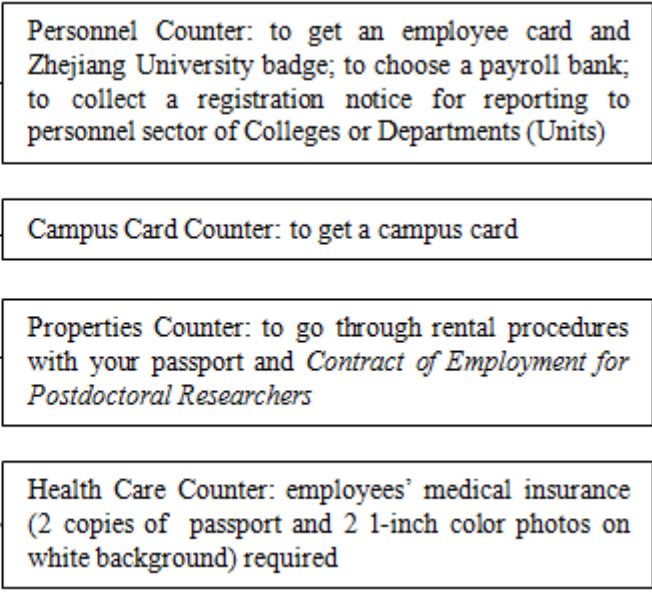
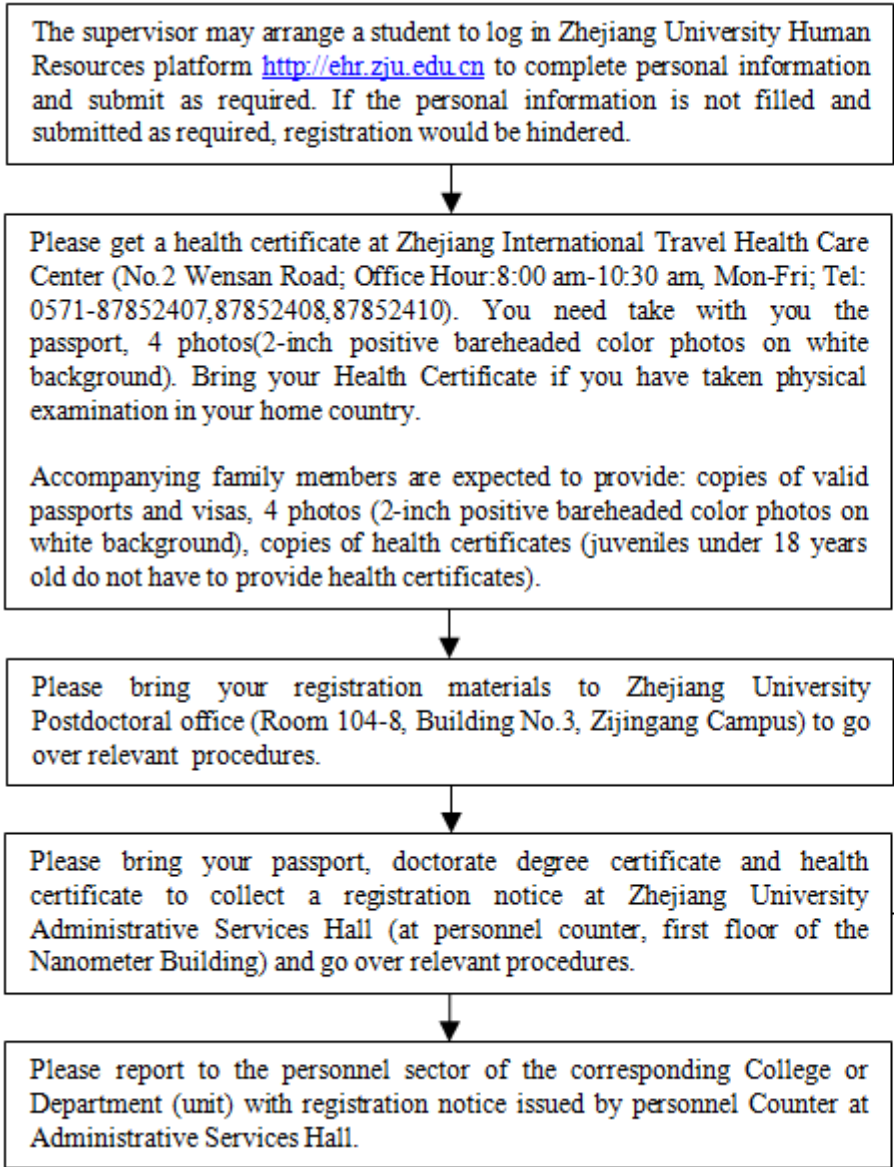
2、 After registration, Foreign Postdoctoral Researchers should apply for Foreigner's Work Permit and Residence Permit, the materials and the procedures please refer to the Office of Global Engagement website: <http://www.ir.zju.edu.cn/155/list.htm>. Zhejiang University Long-term Work Permit Procedures for Foreign Experts.

## **Part III Registration Procedures in Zhejiang University**

### 3.1 Materials

1	Original copy and a photocopy of Foreign Experts' Work Permit
2	A photocopy of visa page
3	Original copy of doctorate degree certificate (If the applicant obtained doctoral degree in a foreign country, he/she needs to provide an academic degree accreditation issued by Chinese embassies or consulates)
4	Original copy and a photocopy of Certificate of Verification for physical examination record for foreigner or overseas Chinese
5	A bank card selection sheet for new staff
6	Information collection confirmation sheet of Zhejiang provincial social security card (updated version)
7	Information collection sheet of endowment insurance for new staff at Zhejiang University
8	3 photos (1-inch recent positive color photos on white background)
9	If you expect accommodation at ZJU, please prepare a deposit of 1,000 yuan.

### 3.2 Registration Process



## **Part IV Others**

1. If you forget to submit a photocopy of your doctorate degree certificate during registration, you are expected to provide it within 6 months after your arrival in ZJU to Postdoctoral Office.
2. If there are any changes in your passport or home/work phone numbers and email address listed in the application, please inform of changes in time through phone (0571-88981423) to ZJU Postdoctoral Office.
3. Please check Zhejiang University Postdoctoral website at <http://hr.zju.edu.cn/postdoctor/> for more updates.

Zhejiang University Postdoctoral Office

Tel: 0571-88981423, 0571-88981453