F-Visa Document Checklist for Indonesian Participants

For the ASGO 2026 Conference

I. Visa Type

To attend the ASGO 2026 academic conference, participants are required to apply for an F Visa (Exchange and Visit Visa) for entry into China. The F Visa is applicable to academic conferences, academic exchanges and academic visits conducted in China; it does not require a work permit and involves no remunerated employment.

II. Required Documents

No.	Document	Requirements and Notes
1	Original Passport	The passport shall remain valid for at least six months and contain at least two blank visa pages. Any previous passports, if available, shall be submitted together; a copy of the passport bio-data page shall also be enclosed.
2	Visa Application Form	The China Visa Application Form and its confirmation page shall be completed online, printed and signed by the applicant in person.
3	Passport Photographs	Two recent colour passport photographs, with white background, bareheaded and taken within the last six months (48mm × 33mm).
4	Invitation Letter	An original official invitation letter issued by the ASGO 2026 Organizing Committee (bearing the official seal). The letter shall specify the applicant's full name, passport number, the title of the conference, its date and venue, the party bearing the costs, the particulars of the inviting organization, together with signature and seal.

No.	Document	Requirements and Notes
5	Certificate of Employment	A certificate of employment issued in English by the applicant's hospital or institution, indicating the applicant's position, employment status, approval for travel to China to attend the conference, and a commitment to return to their home country upon its conclusion.
6	Previous Visa Records	A copy of any previously issued Chinese visa, if applicable.
7	Supporting Documents	Round-trip flight reservations, hotel bookings and proof of financial means, which may be requested at the discretion of the consular officer.

III. Submission Venue and Procedures

Applications shall be submitted at the China Visa Application Service Centers in Jakarta, Surabaya, Medan and Denpasar. Appointments must be made in advance, and documents shall be submitted at the scheduled time together with the collection of biometric data (fingerprints); applicants meeting the relevant criteria may apply for a fingerprint exemption. The processing and final issuance of the visa shall be determined by the Chinese embassy or consulate concerned, and the consular officer reserves the right to request additional documents or an interview as circumstances require.

IV. Special Reminders

1. Applicants under the age of 14, those aged 70 and above, and applicants meeting other exemption criteria shall be exempt from fingerprint collection.

2. All documents shall be provided in English; it is recommended that each document be prepared in one copy on A4 paper, with English versions of all documents supplied in preference to other languages.

3. The final decision on visa issuance rests with the consular officer of the Chinese embassy or consulate in Indonesia. This checklist sets out the standard requirements, and the consular officer reserves the right to request additional materials.

V. Key Points for the Invitation Letter

The invitation letter issued by the Organizing Committee shall expressly state that the invitee travels to China solely for academic exchange in connection with the ASGO 2026 conference, that no employment or work arrangement is involved during the visit, and that the costs (international travel and accommodation) shall be borne by the Organizing Committee or the applicant's employing institution.