Checklist for Academic research, scientific cooperation, academic extension programs, visiting professors

临时签证申请审核表-学术研究、科学合作、学术拓展项目、客座教授

Name:_____ 姓名 Passport Number:_____ 护照号		Contact No.:_____ 联系电话 E-mail Address:_____ 邮件地址		
	Documents/主要材料	Yes/有	No/没有	Remarks/备注
1.	Visa application form: the form is available online at <https://formulario-mre.serpro.gov.br>. A separate form must be completed for each applicant. Once filled out, the form should be printed and signed. Please note: The signature on the Visa Application Form Receipt – RER receipt must match the applicant's signature on his/her passport. Additionally, when filling out the online form, any information originally in Chinese characters (e.g., names, addresses) must be entered using Pinyin/Latin letters, not Chinese characters. If the applicant is under 18 years of age, both parents/legal guardians must sign the Visa Application Form Receipt – RER on the applicant's behalf. 签证申请表：表格可在线获取，网址为：<https://formulario-mre.serpro.gov.br>。每位申请人须单独填写一份表格。表格填写完毕后，需打印并签名。 请注意：签证申请表回执——RER 回执上的签名必须与申请人护照上的签名一致。此外，填写在线表格时，任何原为中文汉字的信息（例如：姓名、地址）必须使用拼音/拉丁字母输入，不得使用汉字。 如果申请人未满 18 周岁，则父母双方/法定监护人必须代表申请人在签证申请表回执——RER 上签名。			
2.	Original passport. The passport must be signed and have at least two blank visa pages. Previous passports, whenever available, are not essential documents, but their submission is encouraged as it can assist in the analysis by consular authorities; Please note: a minimum of six-month validity of the passport is not a requirement for issuing the visa, but is a common requirement by airline companies for those travelling to Brazil. 护照原件。护照必须已签名，并至少有两张空白签证页。如持有旧护照，虽非必需文件，但建议提交，因其有助于领事馆进行分析； 请注意：护照有效期至少六个月并非签发签证的要求，但这是航空公司对前往巴西的旅客的普遍要求。			
3.	One recent photograph, not older than 6 months, size 4cm x 5cm, in color, front view, white background. 一张近期照，拍摄时间不超过 6 个月，尺寸为 4cm x 5cm，彩色，正面，白色背景。			
4.	Certificate of criminal records, issued within the past 90 days and duly apostilled. 无犯罪记录证明，在过去 90 天内签发，并经过正式认证。			
	Legal document proving the relationship between applicant and his/her parents and its translation into Portuguese or English (e.g. Birth Certificate issued by hospital or Police;			

5.	Hukou; relationship certificate or other equivalent legal document etc 证明申请人与父母关系的法律文件，及其葡萄牙语或英语翻译件（例如：医院或公安局签发的出生证明；户口本；亲属关系证明或其他等效法律文件等）			
6.	Special requirements for minors (under 18 years old): - Submission of the original birth certificate; a copy of the birth certificate can be accepted provided it is notarized and duly apostilled by MFA/FAO. - Authorization for Brazilian Visa Issuance for Minors. Special requirements for minors who are travelling unaccompanied or with only one of the parents or legal guardians: - Presentation of an Authorization for Brazilian Visa Issuance for Minors, signed by both parents or legal guardians (in which case legal proof of guardianship is required) at a public notary. 对未成年人（未满 18 周岁）的特殊要求： – 提交出生证明原件；如果出生证明副本经过公证并得到外交部/外办正式认证，则可接受。 – 《未成年人巴西签证签发授权书》。 对于无陪同旅行、或仅由父母一方或法定监护人陪同旅行的未成年人的特殊要求： – 提交经父母双方或法定监护人（在此情况下需提供监护权法律证明）在公证处签署的《未成年人巴西签证签发授权书》。 Please note: the “Authorization for Brazilian Visa Issuance for Minors” is always required for minors – i.e., regardless of whether the minor is traveling with both parents or legal guardians, with only one of them, in the company of another person or alone. 请注意：未成年人“始终”需要《未成年人巴西签证签发授权书》——即，无论该未成年人是由父母双方或法定监护人陪同、仅由其中一方陪同、由他人陪同或单独旅行，均需提交。			
7.	For scientists and researchers which are beneficiaries holding a scholarship for research and/or study purposes, the immigrant shall also submit to the consular authority: a. a statement issued by the institution responsible for funding the scholarship; and b.a Term of Commitment, in accordance with the model in the annex. 对于作为受益人持有研究和/或学习目的奖学金的科学家和研究人员，该移民还应向领事当局提交： a. 由负责资助奖学金的机构出具的声明；以及 b. 一份《承诺条款》，按照附件中的范本。			
8.	For scientists, researchers or professionals travelling to Brazil under the umbrella of an international agreement recognized by the Ministry of Foreign Affairs, the following documents are also required: a.a copy of the international agreement, memorandum of understanding, additional protocol, or equivalent document, expressly referring to the arrival of the immigrant; b.proof of professional qualifications or experience, which must be compatible with the activity they will perform in Brazil; c.invitation letter to the applicant, referencing the international agreement that supports their arrival in the country, as well as specifying the conditions of stay, the activity to be undertaken, the intended duration, and a statement that they will not receive remuneration from a Brazilian source (except if the applicant has received a scholarship from a Brazilian entity). 对于根据外交部认可的国际协议前往巴西的科学家、研究人员或专业人士，还需以下文件： a. 一份国际协议、谅解备忘录、附加议定书或等效文件的副			

	本，其中明确提及该移民的入境； b. 专业资格或经验证明，必须与其将在巴西进行的活动相符； c. 给申请人的邀请函，提及支持其入境该国的国际协议，并详细说明停留条件、将要进行的活动、预定持续时间，以及声明其不会从巴西来源获得报酬（除非申请人已获得巴西实体的奖学金）。			
9.	For participants in research projects established between, on the one hand, foreign institutions or research and development centers of foreign companies, and, on the other, a Brazilian company, incubator, science, technology and innovation institution (ICT), technology innovation center (NIT), support foundation, technology parks, and private or public teaching institutions, the following documents are also required: a.a copy of the ordinance ("portaria") of the Ministry of Science and Technology authorizing the relevant activity and his/her participation in it, as published in the Official Gazette (Diário Oficial da União); and b.a Term of Commitment, in accordance with the model in the annex. 对于参与一方面由外国机构或外国公司研发中心，另一方面由巴西公司、孵化器、科学、技术与创新机构、技术创新中心、支持基金会、科技园区以及私立或公立教学机构之间设立的研究项目的参与者，还需以下文件： a. 科技部授权相关活动及其参与的法令副本，该法令已在《联邦官方公报》上发布；以及 b. 一份《承诺条款》，按照附件中的范本。			
10.	For researchers, scientists and visiting professors – with employment relationship with a Brazilian institution – the process must be initiated in Brazil, by the sponsoring institution (on behalf of the applicant), with submission of the pertinent application and supporting documentation to the Ministry of Justice and Public Security. Once the procedure in Brazil is concluded and the visa is approved, the authorization will be transmitted to the Embassy/Consulate via the Brazilian Ministry of Foreign Affairs. Only then will the applicant be able to proceed and lodge the visa application itself. 对于与巴西机构存在雇佣关系的研究人员、科学家和客座教授——申请流程必须由担保机构（代表申请人）在巴西启动，向司法和公共安全部提交相关申请和证明文件。在巴西的程序完成且签证获批后，授权将通过巴西外交部转达至大使馆/领事馆。届时，申请人才能自行提交签证申请。			
11.	For professorial, research or scientific cooperation activities; or in order to participate in conferences or seminars receiving a "pro labore", the following documents are also required: a.A letter from the Brazilian sponsoring organization stating the following: a) activities to be pursued; b) entity or person bearing the costs or expenses related to such activities, c) when required by law, a copy of the "Portaria" (ordinance) that authorizes such research activities; and d) in the case of participation in conferences and seminars, a letter declaring that the applicant will receive a pro labore with detail of value and conditions. 对于教授、研究或科学合作活动；或为参加收取"酬金"的会议或研讨会，还需以下文件： 巴西担保组织出具的说明以下内容的信函：a）将要进行的活动；b）承担此类活动相关费用或开支的实体或个人；c）法律要求时，授权此类研究活动的"法令"副本；以及 d）如参加会议和研讨会，需声明申请人将收到酬金的信函，并详述金额和条件。			

12.	Prior authorization by the Conselho Nacional de Desenvolvimento Científico e Tecnológico (CNPq), if the trip envolves the collection of biological and mineral material; 若行程涉及生物和矿物材料的采集，需事先获得“国家科学与技术发展委员会”的授权；			
13.	Prior authorization from the Fundação Nacional do Índio (FUNAI), if activities are to be performed in indigenous areas. 若活动将在原住民区域进行，需事先获得“国家印第安人基金会”的授权。			

Please note: applicants for visas granting stays longer than 90 days (VITEM) are strongly encouraged to obtain their Cadastro de Pessoa Física (CPF). The CPF is an essential registration number for conducting any civil or financial activities in Brazil.
For more information on how to apply for a CPF as a foreigner, please consult: <Cadastro de Pessoa Física (CPF) para Estrangeiros — Ministério das Relações Exteriores >

请注意：针对申请停留期超过 90 天 （VITEM）签证的申请人，我们强烈建议其获取巴西个人税号Cadastro de Pessoa Física （CPF）。个人税号（CPF）是在巴西进行任何民事或金融活动的重要号码。
有关如何以外国人身份申请CPF号码的更多信息，请参阅：<Cadastro de Pessoa Física （CPF） para Estrangeiros — Ministério das Relações Exteriores >

VISA Fee（签证费）	
Service Fee（服务费）	
Courier Fee (If any) 快递费（如选）	
Other Fees（其他费用）	

Name & Signature of Processing Officer
资料审核员签名

Date/日期/Data

Applicant’s Signature申请人签名