

Government-Mandated Documents for Eligibility to Apply

Dulwich College Shanghai Pudong welcomes applications meeting the eligibility criteria set by the Shanghai Municipal Education Commission (SMEC). Please review the categories below to determine which category your family is eligible to apply and submit all corresponding documents to admissions@dulwich-shanghai.cn.

- A. Parent is a foreign passport holder with the work permit and residence permit issued in Shanghai.
- B. Parent is from Hong Kong SAR, Taiwan or Macau SAR legally working and residing in Shanghai.
- C. Both Parents are PRC passport holders and at least one parent is working and residing in Shanghai. Student was born overseas and has a foreign birth certificate.
- D. Working parent is a PRC passport holder, married to a non-working, residing in Shanghai legally, non-PRC passport holder. Student is a PRC passport holder.
- E. Working parent is a PRC passport holder and has a foreign permanent residence permit. Student has a foreign passport and holds a valid residence permit issued in Shanghai.
- F. Both Parents and student are PRC passport holders with foreign permanent residence permit. Student has over two-year studying experience in the country where he gets the permanent residence permit. Parent is working in Shanghai.



Application checklist

Shanghai Government-Mandated Documents	A	B	C	D	E	F
Entrance Visa and Residence Permit issued in Shanghai for foreign parent and student, or Exit/Entry Permit copy for student, or Travel document for student	X		X	X	X	
Passport copies for both parents and student	X	X	X	X	X	X
Permanent ID card, 通行证 or 台胞证 and 台港澳居民居住证 for student and working parent		X				
Parent's Shanghai Hukouben (上海户口本) or the latest more than one year of personal tax records in Shanghai (或就近超过一年的个人所得税税单)			X			
Copy of company business licence stamped with company chop		X	X	X	X	
Employment certification for at least one parent (Original hard copy) (This must include: employees name, date of birth and position, period of employment, registered company name, address, and telephone number. This certification letter needs to be signed by department head and stamped with company chop on letterhead)		X	X	X	X	
Foreigners work permit issued in Shanghai, including the page with the effective date	X					
Proof of residence in Shanghai (Shanghai Hukouben, property certificate or property rental contract)		X	X	X	X	X
Evidence of relationship between parents and student (birth certificate or Shanghai Hukouben)	X	X	X	X	X	X
Overseas birth certificate for student, translated and notarized			X			
Waiver letter from SMEC						X
Marriage certificate (if PRC passport holder is married to foreign passport holder)				X		
Copy of parent's valid foreign permanent residence					X	

* Please note that eligibility to apply does not guarantee eligibility for admission as students also need to meet admissions requirements through testing, teacher reports, school reports, etc.