

# CHINESE VISA DIRECT DOCUMENT LEGALISATION



[Chinese Visa Direct](#) are a reliable London based agency that many of our teachers have used to legalise their documents at the very reasonable rate of £110 per document. We highly recommend our teachers to use the agency, because they are experienced in getting the documents legalised the correct way and do so within good time.

## PRICING

Chinese Visa Direct offer two types of service;

- Solicitor, FCO and Embassy legalisation (£110)
- FCO and Embassy legalisation only (£95)

Due to having an in-house solicitor, the agency is able to offer the first stage of the legalisation process for £15. In our experience this is a very low rate. Unless you are able to find a solicitor to complete the first stage of the process for less than £15 per document, we advise using Chinese Visa Direct for all three stages.

## LEGALISING YOUR DOCUMENTS

To legalise your documents using Chinese Visa Direct, you must send the original, a copy or both (depending on the document type) along with an [application form](#). See below for details on document types:

Document	Send	Legalise
Degree certificate	Original & copy	Copy
Final year statement	Original & copy	Original
Police background check	Original	Original
TEFL*	Original & copy	Copy

Where you are required to send both the original and copy of a document, but must only legalise the copy, make a note on the application form that you would like the untouched original sent back to you. In the past, we have had no problems with documents being sent back.

*\*If you are taking part in our August State School Teaching Programme, you will not need to legalise your TEFL certificate. All other candidates must legalise their TEFL.*

## **ADDITIONAL DOCUMENTS**

Along with the documents you wish to get legalised, you must send:

- A photocopy of your passport page
- A copy of the [application form](#) (document type can be filled with PERSONAL, and you can complete one form for all documents)
- The legalisation fee Chinese Visa Direct charge (£110 per document). This can be done either by cheque or online\*

\*If you choose to pay online, please make a note of this on the application form. The agency will send you a link to the online payment platform upon receipt of your documents.

## **SENDING YOUR APPLICATION**

You can send your application by REGULAR post to the below address:

Chinese Visa Direct  
PO Box 5051  
London  
W1A 8UZ

Alternatively, you can send them by COURIER or DELIVER THEM IN PERSON to this address:

25 Margaret Street  
London  
W1W 8RX

## **PROCESSING TIME**

Documents usually take around 3 weeks to be completed and returned to you. It is possible to pay for an express service for a higher price, but you shouldn't need to do this if you follow the deadlines we set. During less busy times of year, you may find your documents are completed quicker, but this is largely dependent on the Foreign and Commonwealth Office and the Chinese Embassy processing times.