

## Guideline for Winter Chinese Course For Groups - more than 20 students

### 1. Entry Requirements

1. A valid passport.
2. Aged from 18 to 55 and in good health.
3. Abide by the laws of the People's Republic of China and observe the rules and regulations of the university

### 2. Application period: Sept. 25<sup>th</sup> to Oct. 30<sup>th</sup>, 2018

### 3. Online Application: <http://apply.sjtu.edu.cn>

### 4. Study period:

**Four-week program:** Dec 23<sup>rd</sup>, 2018 to Jan 18<sup>th</sup>, 2019 (Monday to Friday)

### 5. Application fee: RMB ¥450 (approx. US \$ 85)

### 6. Tuition RMB ¥3850 (approx. US \$ 650) for four weeks (Dec 23<sup>rd</sup>, 2018 to Jan 18<sup>th</sup>, 2019)

### 7. Courses (A minimum number of 12 students is required to start a class)

(1) **Main courses:** designed for 25 students per class on average with a placement test on Dec 23<sup>rd</sup> (the registration day)

- **Intensive Chinese** (Five levels: A to E) → [Appendix \(3\)](#)

(2) **Optional courses:** (A minimum number of 10 students is required to start a class)

- **Once a week (Tue. or Thu.)** (90 minutes each time)  
Chinese calligraphy (control in 25 students per class), Tai Chi (control in 20 students per class)
- **Twice a week (Mon. & Wed.)** (90 minutes each time)  
Chinese Character (control in 30 students per class)

### 8. Textbooks and optional courses

1) Textbooks: approx. RMB ¥100 (approx. US \$ 17) per person

2) Optional courses: 4 weeks: RMB ¥300 (approx. US \$ 50) per person per course, materials and textbook fee excluded

### 9. Extracurricular activities (The fee may vary with the market price)

**A group will be composed of 20 students at minimum.**

- Acrobatics Show, RMB ¥240 (approx. US \$ 40) per person.
- One-day trip to Shanghai , RMB ¥380 (approx. US \$65) per person; Provisional government of Republic of Korea site, The Oriental Pearl Radio & TV tower, Huangpu river nightscape
- Two-day trip to Hangzhou , RMB ¥940 (approx. US \$ 155) per person; (West Lake, Leifeng Pagoda & Song Dynasty Theme Park)

### 10. Accommodation:

Off-campus dormitories: <http://shss.sjtu.edu.cn/Web/Down?w=223&p=70> .

For more details, please contact to: Tel: +86-13061799079 E-mail: [sushe@sjtu.edu.cn](mailto:sushe@sjtu.edu.cn) .

### 11. Contact us

Office Address: Room#105, Lecture Building No.1, (Marked as 23 on the Xuhui Campus Map),

No. 1954 Huashan Road, Shanghai 200030, P.R. China

Tel: 0086-21-62932277、62822019、62820638、62821015、62821079

E-mail: [iso@sjtu.edu.cn](mailto:iso@sjtu.edu.cn) ; [lixiaoxuan@sjtu.edu.cn](mailto:lixiaoxuan@sjtu.edu.cn)

Office hour: 8:30 – 11:00 ; 13:00 – 16:30 (Monday to Friday)

Web-site: <http://www.sie.sjtu.edu.cn>

### **12. In case of discrepancy, the detailed arrangement for curriculum and extracurricular activities on the registration day (Dec 23, 2018) shall prevail.**

## Schedule

Week	Date		Morning (8:20 – 9:50; 10:10-11:40)	Afternoon (12:55 - 14:25)	Notice
1 <sup>st</sup> week	SUN.	Dec 23	*Registration *Payment for tuition *Placement test (8:30 to 16:00)		
	MON.	Dec 24	Chinese Lesson	Optional course	
	TUE.	Dec 25	Chinese Lesson	Optional course	
	WED.	Dec 26	Chinese Lesson	Optional course	
	THU.	Dec 27	Chinese Lesson	Optional course	Acrobatics Show ( in the evening)
	FRI.	Dec 28	Chinese Lesson	Extra Help (Q & A)	
	SAT.	Dec 29	Chinese Lesson	Optional course	Lessons on Monday (Dec.31)
2 <sup>nd</sup> week	SUN.	Dec 30	Holiday /Free Time (Students may visit Shanghai Museum, Shanghai Urban Planning Exhibition Hall, Shanghai Science and Technology Museum, Yu Garden Old City God Temple, Shanghai Old Street )		
	MON.	Dec 31			
	TUE.	Jan 1			
	WED.	Jan 2	Chinese Lesson	Optional course	
	THU.	Jan 3	Chinese Lesson	Optional course	
	FRI.	Jan 4	Chinese Lesson	Extra Help (Q & A)	
	SAT.	Jan 5	Two-days trip to Hangzhou – West Lake, Leifeng		
	SUN.	Jan 6	Pagoda & Song Dynasty Theme Park		
3 <sup>rd</sup> week	MON.	Jan 7	Chinese Lesson	Optional course	
	TUE.	Jan 8	Chinese Lesson	Optional course	
	WED.	Jan 9	Chinese Lesson	Optional course	
	THU.	Jan 10	Chinese Lesson	Optional course	
	FRI.	Jan 11	Chinese Lesson	Extra Help (Q & A)	
	SAT.	Jan 12	One-day trip in Shanghai –Provisional government of Republic of Korea site, The Oriental Pearl Radio & TV tower, Huangpu river nightscape		
	SUN.	Jan 13	Free Time		
4 <sup>th</sup> week	MON.	Jan 14	Chinese Lesson	Optional course	
	TUE.	Jan 15	Chinese Lesson	Optional course	
	WED.	Jan 16	Chinese Lesson	Optional course	Final Exam
	THU.	Jan 17	Chinese Lesson	Optional course	
	FRI.	Jan 18	Chinese Lesson		students take photos, get transcripts and certificates in the classroom

**Appendix(1)****Personal Accident Insurance**

International Students should have accident/ health insurance in China. Students should present a proof of their medical insurance which covers accidental injury and hospitalization services during the period of their study at SJTU on the registration day. The proof must be in English or Chinese.

If you have not bought international insurance in your home country, you also could buy the insurance (PingAn Insurance Company Ltd.) in university on the registration day. The insurance premium will be supported by the students

Insurance Liabilities	Insurance Amount (Yuan) RMB	Age 6-69(International Student)				
		Insurance Premium (Per person)				
Death/Disability	100000	RMB160 for 1 month	RMB240 for 2 months	RMB320 for 3 months	RMB400 for 6 months	RMB800 for 1 year
Medical treatment for accidental injury	20000					
Medical Treatment for Outpatient and Emergency	20000 (With the daily limit of RMB600,beyond the start to pay limit of RMB650, the insured can enjoy 85% of reimbursement)					
Hospitalization Medical Treatment	400000					

For more details, please visit web-site at: <http://www.lxbx.net/> or Tel: 400-810-5119 ext. 1

Contact person in University: Ms. Han, Tel: +86-21-62820697, Email: [hongrui@sjtu.edu.cn](mailto:hongrui@sjtu.edu.cn).

**Appendix (2)****Transportation**

School address:

Main Entrance: **1954 Huashan Road** (near West Guangyuan Road, the motor vehicles not allowed)

Entrance No. 2: **125 West Huaihai Road** (near Metro Line 10 & 11, Jiaotong University Stop, entrance No.4)

Entrance No. 3: **655 Panyu Road** (near West Huaihai Road, motor vehicles allowed to enter)

Entrance No.5: **55 West Guangyuan Road** (near Huashan Road, motor vehicles allowed to enter. Metro Line 1, 9 & 11, Xujiahui Station, entrance No.18)

**1. From Pudong Airport to Xuhui campus**

**Option 1:** take a taxi from Pudong Airport to No. 655 Panyu Road (Entrance No. 3 of SJTU)

Fare: about RMB ¥200 Time: 1 hour

**Option2:** take Metro Line 2 to East Nanjing Road → change to Metro Line.10 to Jiaotong University Stop (entrance No.4) → walk to 125 West HuaihaiRd. (Entrance No. 2 of SJTU)

Fare: about RMB ¥7 Time: 2 hours

**2. From Hongqiao Airport or Hongqiao Railway Station to Xuhui campus**

**Option 1:** take a taxi from Hongqiao Airport or Hongqiao Railway Station to No. 655 Panyu Road (Entrance No. 3 of SJTU)

Fare: about RMB ¥50 Time: 40 minutes

**Option 2:** take Metro Line 10 to Jiaotong University Stop (entrance No.4) → walk to 125 West Huaihai Rd. (Entrance No. 2 of SJTU)

Fare: about RMB ¥4 Time: 45 minutes

### 3. From Shanghai Railway Station to Xuhui campus

**Option 1:** take a taxi to No 655 Panyu Road (Entrance No. 3 of SJTU)

Fare: about RMB ¥40 Time: 30 minutes

**Option 2:** take Metro Line 1 to Xujiahui Stop (entrance No.18) → walk to No. 55 West Guangyuan Road(Entrance No. 5 of SJTU)

Fare: about RMB ¥4 Time: 35 minutes

### Appendix (3)

#### Introduction of Intensive Chinese

This course is intended to train the communication skills of foreign students by focusing on topics closely related to their life, study and work in China. Students learn vocabulary, grammar rules, expressions and culture related topics which are useful in communication to improve their listening and speaking abilities.

This course is scheduled for four with 4 class hours (1 class hour = 45 minutes) every day. There are five levels ranging from A to E and placement test will be given on the registration day (Dec.23, 2018)

**LEVEL A: Target students:** students with no experience in learning Chinese

**Contents:** phonetic training, most commonly-used vocabulary and sentence patterns, and basic communication skills in daily life.

**Textbook:** *Quick Success in Oral Chinese: Introduction (Vol. 1)*

**LEVEL B: Target students:** beginners mastering about 400 Chinese words

**Contents:** commonly-used vocabulary and sentence patterns, basic communication skills in daily life.

**Textbook:** *Quick Success in Oral Chinese: Introduction (Vol. 2)*

**LEVEL C: Target students:** beginners mastering about Chinese 800 words

**Contents:** commonly-used vocabulary, special sentence patterns, compound sentences and communication skills in daily life and on other social occasions.

**Textbook:** *Quick Success in Oral Chinese: Basic*

**LEVEL D: Target students:** intermediate level, mastering about Chinese 1500 words

**Contents:** frequently-used vocabulary, essential Chinese grammar and communication skills in daily life and on other social occasions.

**Textbook:** *Quick Success in Oral Chinese: Enhancement*

**LEVEL E: Target students:** intermediate level, mastering 2,000 to 2,500 Chinese words.

**Contents:** essential Chinese grammar and vocabulary, special sentence patterns and communication skills on more complicated social occasions.

**Textbook:** *Quick Success in Oral Chinese for Intermediate*

### Appendix (4): FAQ

#### 1. How to apply?

1. Register at SJTU at link: <http://apply.sjtu.edu.cn>
2. Use your email address to Register 注册
3. Then Use email address to Sign In 登录
4. Choose 选择 "New Application" - "Chinese Language Program" - "Full time (Short-term) - (summer, winter and groups) Monday to Friday"
5. Fill out all required areas, then upload photo of your passport info with picture page (jpg 文件) and the current visa page.
6. Online payment for the application fee 450 yuan.
7. Submit 递交

#### 2. When and how should the application fee and the tuition be paid?

All the fees can be paid by remittance. A scanned copy of the transfer receipt is requested to [caicheng@sjtu.edu.cn](mailto:caicheng@sjtu.edu.cn) & [iso@sjtu.edu.cn](mailto:iso@sjtu.edu.cn) after the remittance. The acceptable bank cards include China UnionPay, VISA and MASTER. The

extra charge (1.9%) of international bank cards is to be paid by students themselves. **All the fees are non-refundable after payment.**

- (1) Application fee: could be paid online, or transfer through the bank or pay by credit/banking card in our office. Please DON'T transfer through ATM. You could submit the application form after the payment for the application fee.
- (2) Tuition: to be paid by remittance before registration day or by bank card or credit card on the registration day (Dec.23, 2018).
- (3) Optional course and extracurricular activity (OPTIONAL) fees: to be paid on registration day (Dec.23, 2018).

Remittance Information

Name	Shanghai Jiao Tong University
A/C	454659250319
Bank	Bank of China, Shanghai Branch, Shanghai Jiao Tong University, Xuhui Campus Sub-Branch
Bank Add	No.45, Guan Yuan Road (West), Shanghai 200030, China
Swift Code	BKCHCN BJ300
Addition	Please make a note: Full name of the Applicant + Online Application Number

### 3. Does Shanghai Jiao Tong University provide certificates and transcripts, and transfer credits?

Certificates and transcripts will be provided upon the completion of the courses.

Credit transfer is at the discretion of the receiving institution. An exam will be held at the end of the term.

### 4. When and where to register?

Applicants are to register on (Dec.23, 2018) (8:30 a.m. to 4:00 p.m.) at the Lecture Building No.1, Xuhui Campus. (Marked as 23 on the Xuhui Campus Map) with the **Passport and Admission Notice**.

### 5. How can I register the accommodation?

The dormitories are limited. This program does not accept on-campus dormitories reservation.

About off-campus dormitories, please contact to: Tel: +86-13061799079 E-mail: [sushe@sjtu.edu.cn](mailto:sushe@sjtu.edu.cn)

### 6. What should I do if I want to live off-campus?

Foreigners who do not lodge at hotels, guesthouses or dormitories for foreign students shall, within 24 hours (72 hours in rural areas) of entry, register at local police station to get the Registration form of Temporary Residence.

### 7. Can I use the Canteen?

Yes. After the registration and payment on Dec.23, student could apply for the Consumer Card at Student Affairs Office at room#107 of Lecture Building No.1.

### 8. Are teenagers aged between 15 and 17 years eligible for the program?

We are sorry, students should be aged from 18 to 55.

### 9. About the insurance

Applicants should purchase overseas travel insurance which cover the summer term in their home countries and present the insurance contract on the registration day (Dec.23). Applicants who don't purchase any insurance in their home countries or cannot present the insurance contract are supposed to buy a "Personal Accident Insurance" on the registration day in SJTU. Read detailed information in Appendix (1) "Personal Accident Insurance"

### 10. About Visa

Students should study with student visa. Those who have no valid Student Visa (X1/X2) or Residence Permit on the passport will be rejected to enroll or study at SJTU. Student visa does not have the working and internship permission. Student should attend class everyday according to the timetable. For more details about visa, please contact: [visa\\_is@sjtu.edu.cn](mailto:visa_is@sjtu.edu.cn). Tel: 021-62933818. Room#209, General Office Building (Marked as 17 on the campus map.)