FAQs

Got a question about studying abroad at Shanghai University? See below for a list of frequently asked questions.

 Eligibility

1. How to be eligible as an exchange student in Shanghai University?
To be eligible, you must be the current student in our partner university with bilateral agreement.

2. Can I apply for as an individual?
No. As an exchange student, you should be nominated by your home university, and then the coordinator in your home university will send your information to us.

 When to Apply?

1. When can I submit the application?
For fall intake, the deadline is 30th, June.
For spring intake, the deadline is 30th, December.

 How to Apply?

2. How can I submit the application?
   1. All applications should be submitted to the Online Application System (www.apply.shu.edu.cn);
   2. After receiving the nomination letter from your home university, the coordinator at SHU will send you the online application account and password;
   3. Submit your application online.

3. What documents do I have to prepare?

✔ ID photo
recent bareheaded (within six months), full-face, blue-color background, one-inch certificate photo (390*570), instead of landscape photos or photos of daily life; in JPG format, less than 100K.

✔ Passport copy
A clear copy of your valid passport with your name, photo, birth date, place of birth, date of issue, date of expiry;
Visa page is required for applicants who are not in their home country.

✔ Nomination Letter from Your Home University
Study Plan

Language Proficiency Certificate: HSK, or TOEFL or IELS.

4. How long can I receive the admission documents?

15 working days after your application.

Courses Information

1. Where can I find the information about the courses taken in Shanghai University?

For the incoming exchange student, three models are usually provided:

<table>
<thead>
<tr>
<th></th>
<th>Module 1</th>
<th>Module 2</th>
<th>Module 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program</td>
<td>Intensive Chinese Language learning</td>
<td>Major Courses delivered in English</td>
<td>Major Courses delivered in Chinese</td>
</tr>
<tr>
<td>Credit</td>
<td>None</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Duration</td>
<td>18 weeks in all for one semester Spring</td>
<td>12 weeks in all for one semester</td>
<td>12 weeks in all for one semester</td>
</tr>
<tr>
<td></td>
<td>semester: Beginning of March to beginning</td>
<td>Match with the Calendar of Shanghai</td>
<td>Match with the Calendar of Shanghai</td>
</tr>
<tr>
<td></td>
<td>of July Autumn semester: Beginning of</td>
<td>University</td>
<td>University</td>
</tr>
<tr>
<td></td>
<td>September to Beginning of January</td>
<td></td>
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</tr>
<tr>
<td>Courses</td>
<td>College of International Exchange</td>
<td>School of Economics &amp; School</td>
<td>Academic colleges</td>
</tr>
<tr>
<td>arranged by</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Campus</td>
<td>Baoshan Campus</td>
<td>Baoshan</td>
<td>Baoshan Campus</td>
</tr>
<tr>
<td>Language</td>
<td>none</td>
<td>English</td>
<td>HSK4 or above</td>
</tr>
</tbody>
</table>

For other modules, please contact the coordinator in the academic school directly.

1. How many modules can I choose?

Only one. Otherwise the schedule will be conflicted.

2. What if I need help about my admission documents?

Contact coordinator in the Enrollment Office in College of International Exchange (apply4@oa.shu.eud.cn).

3. How much do I have to pay for the courses?

As an exchange student, you do not need to pay neither the tuition fee nor the application fee.
Visa
1. What kind of visa should I apply for?
If you stay in China no more than 180 days, you can apply for X2 visa with the admission notice directly.
If you stay in China more than 180 days, you can apply for X1 visa with the original admission notice and visa application form (JW202 form). After your arrival, you need to apply for residence permit within 30 days.

2. What if I need help about visa after arrival?
Go to the International student affairs Office in your campus.

Accommodation
1. Where will I live during my stay in Shanghai University?
You can choose to live on campus or off campus.

2. For on campus living, will I live with Chinese students or international students?
You will live in the international students’ dorm.

3. What kind of rooms can I choose if I live on campus?
Two types of rooms are provided: single room and double room.
Single room costs 100-140 RMB/Day, and double room costs one person 50-100 RMB/Day.

4. Should I book on campus living?
Yes. You have to book it online at the specific time when will be published at www.apply.shu.edu.cn.

5. If I booked, does it mean that it’s guaranteed?
You can receive the system message if you book online.

6. How can I pay for the accommodation?
You can pay when you check in.

7. Should I pay any deposit when I check in?
No.

8. If I arrive at dorm late in the evening or early in the morning, can I check in?
Yes. The reception desk runs 24 hours. If you reserved, you can check in with your admission notice.

9. Does CIE offer assistance with off-campus housing?
Legal real estate agency will be recommended by the Department of Residence Halls. But the direct assistance with off-campus housing is not available.

10. Is Wi-Fi accessible in the room?
Yes, it’s free. Cable Internet access is also available.

Insurance

1. Should I buy the international insurance before my departure?
Yes. Highly recommended.

2. Should I buy Chinese insurance when I arrive at SHU?
If you stay here no more than 180 days and have bought international insurance, it’s not required to buy Chinese insurance.
But if your stay is more than 180 days, it’s mandatory to buy it in China even if you have your own International insurance.

3. How much does it cost?
For half a year, it costs RMB 400. For a year, it costs RMB 800.

4. Where can I buy it?
The assistance is available in the International Student Affairs Office.

Transportation

1. How can I arrive at Baoshan Campus from Airport?
By Taxi:
From Shanghai Hongqiao Airport
It will cost you about 80 RMB to get to Shanghai University (Baoshan Campus).
From Shanghai Pudong Airport
It will cost you about 200 RMB to get to Shanghai University (Baoshan Campus).
By Metro
From Shanghai Hongqiao Airport
Line 2: Get on Shanghai Hongqiao Airport Station to Jingan Temple To change Line 7: get off at Station of Shanghai University.
From Shanghai Pudong Airport
Line 2: Get on Shanghai Pudong Airport Station to Jingan Temple To change Line 7: get off at Station of Shanghai University

2. How can I arrive at Yanchang Campus from Airport?
By Taxi
From Shanghai Hongqiao Airport
It will cost you about 100 RMB to get to Shanghai University (Yanchang Campus).

From Shanghai Pudong Airport
It will cost you about 150 RMB to get to Shanghai University (Yanchang Campus).

By Metro
From Shanghai Hongqiao Airport
Line 2: Get on Shanghai Hongqiao Airport Station to People Square
To change Line 1: get off at Station of Yanchang Road.

From Shanghai Pudong Airport
Line 2: Get on Shanghai Pudong Airport Station to People Square
To change Line 1: get off at Station of Yanchang Road

3. Is pick-up service available?
Yes, CIE provides airport pickup service. If you need it, feel free to contact us with the following information
(*please send the form to the email address: apply6@oa.shu.edu.cn)

<table>
<thead>
<tr>
<th>Application Form for Pick-up Service</th>
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</thead>
<tbody>
<tr>
<td>Passport Name</td>
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<td>Passport Number</td>
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<tr>
<td>Gender</td>
</tr>
<tr>
<td>Nationality</td>
</tr>
<tr>
<td>Admission Notice Code</td>
</tr>
<tr>
<td>Flight Number</td>
</tr>
<tr>
<td>Arrival Date</td>
</tr>
<tr>
<td>(Beijing Time)</td>
</tr>
<tr>
<td>Email</td>
</tr>
<tr>
<td>Cell-phone</td>
</tr>
<tr>
<td>Payment</td>
</tr>
<tr>
<td>□ Bank Transfer</td>
</tr>
<tr>
<td>□ Cash upon arrival</td>
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</tbody>
</table>

**Service Charge**: RMB400 as normal

- For group pick-up (more than 2 students), we will provide this service for free.

- Service charge will be 50% more for the night flight arrival during 21:00pm - 7:00am
**Registration**

1. **What’s the registration procedure?**

   Step one: Review the documents by the Enrolment Office
   Step two: Payment in the Financial Office
   Step three: If needed, buy the insurance
   Step four: Hand in all the documents to International Student Affairs Office
   Step five: Contact the coordinator in the academic school to inquire the courses arrangement.

2. **What kind of documents should I take along with me for registration?**

   Admission notice, passport, 2 photos, visa application form (JW202) if required, insurance receipt.

3. **If I arrive at late at night or not on working day, what can I do?**

   You can check in firstly, and then register on the working day.

**Orientation**

1. **Is it mandatory to attend the orientation?**

   Yes. All the international students are encouraged to join in the relevant orientation.

2. **Which orientation should I take part in?**

   If you take module one, you will attend the orientation with all language students.
   If you take module two, you are also encouraged to attend the orientation with language students. But concerning the courses, you have to inquire the coordinator in the School of Economics.
   If you take module three, you are also encouraged to attend the orientation with language students.
   If you take other modules, please inquire the coordinator in the academic school.
**Contacts**

CIE provides various services for international students. Please feel free to contact us if you need any assistance.

<table>
<thead>
<tr>
<th>Service Items</th>
<th>Service Department</th>
<th>Location</th>
<th>Staff</th>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>visa, insurance, registration for off-campus accommodation, Scholarship award, Enrollment attest, student status change, International student activities, etc</td>
<td>International Student Affairs Office</td>
<td>Baoshan Campus</td>
<td>non-degree students advisor</td>
<td>66133540</td>
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<tr>
<td></td>
<td></td>
<td>Yanchang Campus</td>
<td>non-degree students advisor</td>
<td>56335194</td>
</tr>
<tr>
<td>Placement test, Class changing, Courses Selecting, Test books, Study tour</td>
<td>Teaching Affairs Office</td>
<td>Baoshan Campus</td>
<td>Teaching affairs staff</td>
<td>66136301</td>
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<tr>
<td></td>
<td></td>
<td>Yanchang Campus</td>
<td></td>
<td>56331771</td>
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<tr>
<td>Payment</td>
<td>Financial Office</td>
<td>Baoshan Campus</td>
<td>Financial Affairs Staff</td>
<td>66133530</td>
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<td>Yanchang Campus</td>
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<td>56331888</td>
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<tr>
<td>Consulting, Admission, Program developing</td>
<td>Enrolment and Program development Office</td>
<td>Yanchang Campus</td>
<td>Program supervisor</td>
<td>56331820</td>
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<tr>
<td>International student accommodation</td>
<td>Department of Residence Halls</td>
<td>Baoshan Campus</td>
<td>International student dormitory manager</td>
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<td></td>
<td>Yanchang Campus</td>
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<td>56333407</td>
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