Welcome to East China Normal University

Dear Student,

Congratulations on your admittance into East China Normal University (ECNU). ECNU is a nationally renowned university under the direct auspices of the China Ministry of Education. Every year, about 4600 international students from more than 100 countries and regions study at ECNU. Welcome to our big family!

Located in Shanghai, ECNU consists of two campuses, North Zhongshan Road (Zhongbei) Campus and Minhang Campus, which are located in Putuo District and Minhang District respectively. Most international students live and study on Zhongbei Campus, which is quite close to downtown area.

This booklet is generally for applicants from outside of China. We hope to provide you with the sufficient information to make appropriate decisions and preparations before you leave your home. Please read this booklet carefully and bring it with you to Shanghai.

Enclosed, you will find the following documents that will be helpful for your future study and stay:

- Admission Notice
- Visa application for Study in China (JW202/JW201)
- School Calendar
- Notice of Free Airport Pickup Service and Dorm Reservation
- Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd

We hope that you will have a joyful and fruitful experience at ECNU!

Director of International Students Office
I. Preparing to enter China

A. Your Visa

Apply for student visa

You must enter China with a valid passport and student visa (X1 or X2 visa). Please apply for the student visa (X1 visa: the duration of study is half a year or more; X2 visa: the duration of study is within half a year) with the admission notice and visa application form (JW202 or JW201) through the Chinese embassy or consulate in your country.

X1 visa is a student single entry clearance. Within 30 days after arriving in China you MUST complete all the procedures of registration at ECNU and apply to the Shanghai Exit-Entry Administration Bureau (SEEAB) for the residence permit, which is a multiple entry clearance. If you do not complete this within 30 days, you will be fined. Please note that the date shown on X1 visa can be your entry deadline, but NOT visa expiration date.

If you are holding an X2 visa, you can stay in China as long as it is valid.

B. Insurance

Subject to the regulations of the China Ministry of Education and ECNU, in order to guarantee the safety of international students during their stay in China, it is required that all international students must purchase Comprehensive Insurance & Protection for Foreigners staying in China offered by Ping An Annuity Insurance Company when doing on site registration. You may find more information about the insurance in the attached Brief Introduction to Ping An Annuity Insurance Company, Ltd. Comprehensive Insurance & Protection for Foreigners staying in China.

C. Physical Examination

When applying for the student visa (X1 or X2 visa), the Chinese embassy or consulate in your country may require you to provide Physical Examination Report for Foreigners according to your duration of study in China and the visa you need to apply for. For detailed requirements and instructions please consult the Chinese embassy or consulate in your country. If you have a physical examination in your country, please bring the ORIGINAL report when come to study in China.

D. Dependents Visa

If your spouse / parents / children under 18 years old have valid reason to come to China for visiting or accompanying you, they can apply for dependent visa no longer than 6 months if they are non-Chinese citizen. If their stay period need to be extended after the dependent visa expires, they can apply to SEEAB for visa extension or residence permit, and its valid period can not exceed that of your own residence permit.
II. Leaving home

The following suggestions are for reference only.

A. What to pack

Electrical equipment
The electricity supply system here is 220V. Moreover, the plug and socket may be incompatible so please check before departure. Multi-function power cords and/or transformers can solve this problem, and they are also available in Shanghai.

Clothing
According to the climate conditions in Shanghai, winter and summer clothes are most commonly used. The highest temperature of summer is up to 38°C/100°F and that of winter is -2°C/28°F. So bring at least one warm sweater or cardigan and a jacket for winter.

Life necessities
Generally you don’t need to bring your own beddings, which are provided in the international student residence halls. You can buy necessities such as a towel or toothbrush in many supermarkets and grocery stores around the university.

Digital Products
Many buildings on campus are covered with Wi-Fi. Free broadband internet access is provided at all international student residence halls. You can bring relevant digital products like a laptop according to your own needs.

B. How much money to bring

Currency and Bank
RMB (yuan) is the common currency in China. Tuition and accommodation fees are required to be paid in RMB. So you need to exchange some currency according to your own needs either before you come to China or at the airport. Banking services are well developed in Shanghai. Visa and Master credit cards can be used and 24hours-ATMs can be found everywhere. We recommend you to open an account at Industrial and Commercial bank of China or Bank of China around the university for your convenience.

Cost of living
You will need ¥35,000 a year to cover your living expenses. This would cover a very frugal and basic lifestyle in a shared household.

Tuition fees
The tuition fees of self-financed students are different according to your classification and time that you study here.
You should pay your tuition fees by RMB (cash) or bank card with "Union Pay" logo. Fees are payable at registration. You should pay all the stated costs at a time within the first two weeks of the semester. Students who delay the payment will pay an overdue fine (5% of the tuition fee for one semester). If you want to stop your study within the first two weeks of the semester, you will get 70% refund of the tuition fee. No fees will be given later than the first two weeks. Your visa and/or residence permit validity will be the same as your paid study period.

### C. Accommodation and Reservation

#### Accommodation on campus
Accommodation is provided in International Exchange Service Center, No.1, 2 and 12 International Student Residence Halls on Zhongbei campus. The international students can apply for accommodation to International Students Office. For more information about accommodation please refer to this webpage: [http://lxs.ecnu.edu.cn/EnFront.do?method=findContentByChannel&parentid=56&kidd=115](http://lxs.ecnu.edu.cn/EnFront.do?method=findContentByChannel&parentid=56&kidd=115).

Reservation result feedback time: every August and January (please notice the feedback information on the notice board of our website)

#### Room type and price

<table>
<thead>
<tr>
<th>Type of room</th>
<th>Facilities</th>
<th>Price</th>
<th>Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic Double Room</td>
<td>TV, telephone, AC, free internet</td>
<td>RMB80/night/room</td>
<td>RMB1000</td>
</tr>
<tr>
<td>Standard Single Room</td>
<td>private bathroom, TV, telephone, AC, free internet</td>
<td>RMB145/night/room</td>
<td>RMB1000</td>
</tr>
<tr>
<td>Economic Double Room</td>
<td>TV, telephone, AC, free internet</td>
<td>RMB80/night/room</td>
<td>RMB400</td>
</tr>
<tr>
<td>Economic Double Room</td>
<td>telephone, AC, free internet</td>
<td>RMB80/night/room</td>
<td>RMB400</td>
</tr>
<tr>
<td>Economic Double Room</td>
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<td>RMB400</td>
</tr>
</tbody>
</table>

Note: The accommodation fees of the above international student residence halls are paid by semester. Long-term students who want to live in the international student residence halls mentioned above should pay the accommodation fee of a whole semester when checking in and won’t get refund if they check out before semester ends. The students need to pay a deposit money as above (full scholarship students pay a deposit money of RMB500 for International Exchange Service Center).

#### Live off campus
You can also choose to live off campus. According to different facilities, conditions and services, the cost ranges between ¥1200-¥3000 per month (around university). Off-campus housing services are available at [www.icshome.com](http://www.icshome.com).
D. When to arrive
We recommend the self-financed students to arrive in Shanghai one week before the registration date in a bid to find accommodation and get used to the new environment. We don’t recommend you arrive too early because most students arrive with an X1 visa which is only valid for 30 days and you need to finish all procedures about getting residence permit before your visa expires.

We suggest scholarship students to arrive 2-3 days earlier before the registration date. You will be charged for the extra accommodation cost that results from arriving too early.

E. How to get to ECNU?
Departure from Hongqiao Airport:
1. Subway Line 2 to Zhongshan Park, and then transfer to Line 3/4 and get off at Jinshajiang Road Station or take Bus No.67 or No.765 to ECNU. It will take about 1 hour.
2. It will cost about 50RMB for a 30-minutes’ taxi drive from Shanghai Hongqiao Airport to ECNU.

Departure from Pudong International Airport:
1. Subway Line 2 to Zhongshan Park, and then transfer to Line 3/4 and get off at Jinshajiang Road Station or take Bus No.67 or No.765 to ECNU. It will take about 2 hours.
2. It will cost about 250RMB for an 1-hour taxi drive from Pudong International Airport to ECNU.

Note:
If you choose to live on campus, you can show the taxi drivers the address of ECNU:
International Exchange Service Center:
中山北路3663号华东师范大学国际交流服务中心
Pronunciation of the address in Chinese is: zhong shan bei lu, san liu liu san hao, hua dong shi fan da xue, guoji jiaoliu fuwu zhongxin or No. 1/2/12 International Student Residence Hall 中山北路3663号华东师范大学留学生公寓1/2/12号楼
Pronunciation of the address in Chinese is: zhong shan bei lu, san liu liu san hao, hua dong shi fan da xue, liu xue sheng gong yu yi/er/shi er hao lou

F. Pre-Departure Check List
Before you get ready to leave for China, please recheck if you have prepared everything as follows:
- Apply for and get the entry visa
- Read and understand relevant regulations about visa in this booklet
- Reserve or arrange accommodation
- Know and get the contact information of the embassy or consulate of your country in China
- Prepare electric source or socket adapter (which can be purchased after arrival as well)
- Make copies of important identity materials (such as JW202/201 form, passport, driver license, plane ticket, graduate certificate, physical examination report)
- Have necessary materials for registration (Admission Notice and JW202/201 form, photo, original copy of physical examination report, receipt of registration fee, bank remittance proof of tuition fee if prepaid)
- Prepare available cash and credit cards and sufficient living and study money

II. Leaving home
Daytime:
(5:00~23:00)


<table>
<thead>
<tr>
<th>Distance (KM)</th>
<th>Daytime: (5:00~23:00)</th>
<th>Night: (23:00~5:00)</th>
</tr>
</thead>
<tbody>
<tr>
<td>0~3 KM</td>
<td>RMB 14</td>
<td>RMB 16</td>
</tr>
<tr>
<td>3~10 KM</td>
<td>RMB 2.4 / KM</td>
<td>RMB 3.1 / KM</td>
</tr>
<tr>
<td>Above 10 KM</td>
<td>RMB 3.8 / KM</td>
<td>RMB 4.6 / KM</td>
</tr>
</tbody>
</table>

Safety Tips:
1. Take safe and legitimate taxi according to the airport signs.
2. After arrival, you should ask for a receipt from the taxi driver.
III. Arrival in China

A. How to get the Registration Form of Temporary Residence?

Within 24 hours upon your arrival, you must get the Registration Form of Temporary Residence.

If you live on campus, you may get this form directly at the front desk in your residence halls.

If you choose to rent an apartment off-campus, you MUST:
1. Sign a contract with the landlord and ask him or her to apply for a Security License for the apartment.
2. Ask for Registration Form of International Students Living Off Campus from the International Students Office.
3. Go to local police station to fill in the Registration Form of Temporary Residence with your passport, copy of passport, admission notice, one passport-sized photo, rent contract, Security License for the apartment (Provided by the landlord) and Registration Form of International Students Living off Campus.

Note:
- You need to submit Registration Form of Temporary Residence when you apply for a residence permit. Students who enter with an X2 visa should keep the form well in case of any check.
- During your study here, if your address is changed, you need to go through the same procedures again to get a new Registration form of Temporary Residence. If you go out of China and re-enter during your study here, even if you stay in the same place, you need to go through the same procedures again to get a new Registration Form of Temporary Residence.

B. Contact the International Students Office

After arriving in China, please contact the International Students Office as soon as possible and acquire information about accommodation registration, physical examination, visa, academic enrollment and registration, etc. We are very willing to help you.

Admission Office
Room253, Physics Building, 3663 North Zhongshan Road, Shanghai 200062, China
(No.14 on campus map)
Tel: +86-21-62232013  62238353

Scholarship Students Office
Room236, Physics Building, 3663 North Zhongshan Road, Shanghai 200062, China
(No.14 on campus map)
Tel: +86-21-62233283

C. Academic Enrollment and Registration

All the students who apply to study at ECNU must come to school in person to register.

Registration location: First Floor of Physics Building (No.14 on campus map)

Please bring the following documents:
- Admission Notice
- Visa Application form (JW202/JW201)
- Your current passport and copies of the front page and the visa page
- Two passport-sized photographs (sign your name in Chinese and English and your ID number on back)
- One copy of the Registration Form of Temporary Residence
- All the original copies of your physical examinations
- Payment of tuition fees (self-financed student)
REGISTRATION PROCEDURES

Step 1: Get Registration Form
Step 2: Check Your Passport and Register
Step 3: Purchase Insurance (300rmb/half year, 600rmb/year)
Step 4: Pay Fees (tuition & materials fee, etc.)
Step 5: Get Campus Card
Step 6: Language Students Take Placement Test

For further information about the registration schedule and arrangements, please refer to the attached School Calendar.

D. Physical Examination

If you enter China with an X1 visa, you must take the physical examination in order to change your visa to a residence permit. (If you have done the physical examination before entry, please bring the original copy of report for notarizing)

International students who enter with an X2 visa and intend to study in China for more than 6 months must take physical examination and apply for residence permit as well.

At the beginning of each semester, we will invite the Shanghai International Travel Healthcare Center to come to the university to provide physical examination services for our students. You may find more details in the attached School Calendar.

Documents required for Physical Examination in Shanghai

- Original and copy of your current passport
- Copies of Student Card or Admission Notice from the University
- Four passport-sized photographs (¥20 for photo shot in the examination center)
- Examination fee about ¥470 (about ¥100 for the cost of notarizing the original report of Physical Examination)
- If you intend to have the Physical Examination Report delivered by courier instead of by yourself, the cost is ¥40

Address of Shanghai International Travel Healthcare Center:

No.15 Jinbang Road (金浜路15号)
You should make an appointment online first:
Consulting phone number: 62688851
Fees details:
III. Arrival in China

E. How to apply for a Residence Permit

Who needs to apply for a Residence Permit?
International students who enter China with an X1 visa must apply for residence permit within 30 days upon entry; International students who enter China with an X2 visa and intend to study for more than 6 months must apply for a residence permit within the visa valid period.

Where do I go?

SEEAB Offices

<table>
<thead>
<tr>
<th>Address</th>
<th>Telephone</th>
<th>Working hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. 1500 Minsheng Rd, Pudong New District</td>
<td>+86-21-28951900</td>
<td>Mon-Sat, 9:00—16:30</td>
</tr>
<tr>
<td>No. 788 Gubei Rd, Changning District</td>
<td>+86-21-62193808</td>
<td>Mon-Sat, 8:30—17:00</td>
</tr>
<tr>
<td>No. 1913 Daduhe Rd, Putuo District</td>
<td>+86-21-22049525</td>
<td>Mon-Sat, 9:00—17:00</td>
</tr>
</tbody>
</table>

How much do I have to pay?
- Residence Permit (within one year validity) ¥400
- Residence Permit (1-3 years validity) ¥800

What should I bring when I go to SEEAB?
- a. Passport
- b. Admission Notice
- c. Visa Application Form (JW201 or JW202)
- d. Visa and Residence Permit Application Form (from the International Students Office or at SEEAB)
- e. Health Qualification (from Shanghai international Travel Healthcare Center)
- f. 1 passport-sized photo
- g. One Copy of Registration Form of Temporary Residence (from the International Student Residence Hall if you live on campus or from the local police station if you live off campus)
- h. Certifying letter (from the International Students Office)

TIPS: If any assistance is needed when you are in SEEAB office, please contact International Students Office directly when you are still there by calling us at 62232013 or 62238353.