



Guideline for 2015 Fall Semester



University of International Business
and Economics

对外经济贸易大学

2015年秋季交流指南

Global Exchange and Experience Center (GEEC)

Room 107, Qiuzhen Bldg, University for International Business
and Economics

www.geec.uibe.edu.cn

Welcome

Hello! I am Global Exchange and Experience Center in the University of International Business and Economics(UIBE). Welcome to UIBE!

Here I would like to introduce myself briefly. I am the one who will be in charge of your life and study in UIBE. So in this guideline , I listed all useful information. Please read this guideline carefully, ok ?

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Nomination & Application

Deadline:

Nomination : March 30th, 2015

On-line Application : March 30th, 2015

Documents Delivery: April 15th, 2015

Procedures:

- A. Apply for exchange program in your home university. Ask your coordinator to send your information to incoming_uibe@163.com before deadline. The correct format should be:
- B. Log in the website and finish the on-line application.

Name	Gender	Major	Degree	Email
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- C. Download all required materials after your on-line application and prepare the following documents:
 -
An on-line application form download from the on-line application system
 -
A copy of certification and transcripts from highest graduation
 -
Letter of guarantor and a copy of guarantor's passport or ID(download)
 -
A copy of passport
 -
Two recent passport photos, white background, no hats
 -
English Language Proficiency(IELTS6.0, TOFEL 80 or other equivalence)
- D. Send all materials to University of International Business and Economics by express mail before the deadline.

Accommodation

Deadline of Reservation

Application by Email : March.30th, 2015

Application Form Delivery: April.15th, 2015

Confirmation: April.30th, 2015

Procedure

- 1、 Your name should be marked out when you are nominated by your coordinator by email.
- 2、 Fill out the application form carefully and sign your name finally
- 3、 Send the application form with other required materials to UIBE before the deadline(April.15th,2015).
- 4、 Check the website geec.uibe.edu.cn to confirm whether your name is in the list or not on April.30th,2015.

Important Notes

- ▶ The on-line application for accommodation is not suitable for exchange students.
- ▶ Due to room shortage, please understand that you would not be able to choose room in accordance with your willings. Single-room are not available in UIBE.
- ▶ Given the serious regulations of on-campus residence, changing room without reasonable reasons will not be accepted.

Course Registration

Instruction

Course registration is a must for your study in UIBE.

Rules:

1. 6 courses at most (A or B):

A. no more than 6 business or economic courses

B. 20-hour Chinese course + 2 other business or economic courses

2. No standard credit transfer system

Normally, 1 local credit = 2 ECTS. But it depends.

3. Courses are provided by 3 faculties/schools:

School of International Education(SIE)

School of International Trade and Economics(SITE)

School of International Business (SOB)

4. Learning Agreement

Learning agreement (LA) is the only document to admit your registered courses in UIBE. Each student is required to fill out the agreement carefully.

5. Chinese courses

<i>20-hour Chinese VS Survival Chinese</i>		
Credits	20	1
Language Test	YES	NO
Faculty /School	SIE	SOB
LA	YES	YES
Drop off	NOT ALLOWED	ALLOWED

6. Procedures for Course Registration

20-HOUR Chinese Course:

Register it when you finish your status registration. A language test is needed for this.

Drop-off is not allowed from this course after you attend the test.

Business Courses

STEP ONE : Preselection for Courses of SITE (By Email from August 24th to 26th) – Only for SITE

STEP TWO: Get learning agreement when you do your status registration

STEP THREE: Try courses (SIE, SITE, SOB) you are interested in

STEP FOUR: Make your final decision and fill them out in your learning agreement


STEP FIVE: Submit your learning agreement before the deadline

Note:


Status Registration: Confirm your status as an exchange students

Preselection: This is only required for courses in SITE. For those in SIE and SOB, just fill them out in your learning agreement.


Visa Application



The Chinese government issues different visas to foreigners wishing to enter China according to their purposes of visit. The visas are marked Chinese phonetic letters of D, Z, X1, X2, L, G or C; those for international students are marked X1 (for study 6 months or more) or X2 (for study less than 6 months). When you apply the Chinese visa at Chinese embassy or consulate, you should submit the Acceptance Letter (Admission Letter) and the Visa Application Form (JW202) issued by UIBE and the Government of Beijing.



Students who hold "Type X1" Visa need to apply for the "Residence Permit" in Beijing within 30 days after your arrival and go for a medical checkup. The School of International Education (SIE) shall assist you with the visa-related matters.



For students who are not able to get the visa in time can apply for a tourist Visa first and change it into "X1" or "X2" Visa after arriving at UIBE.



Should you need any further information concerning Visa, please call +86(0)10-6449-5563.

Map of Campus

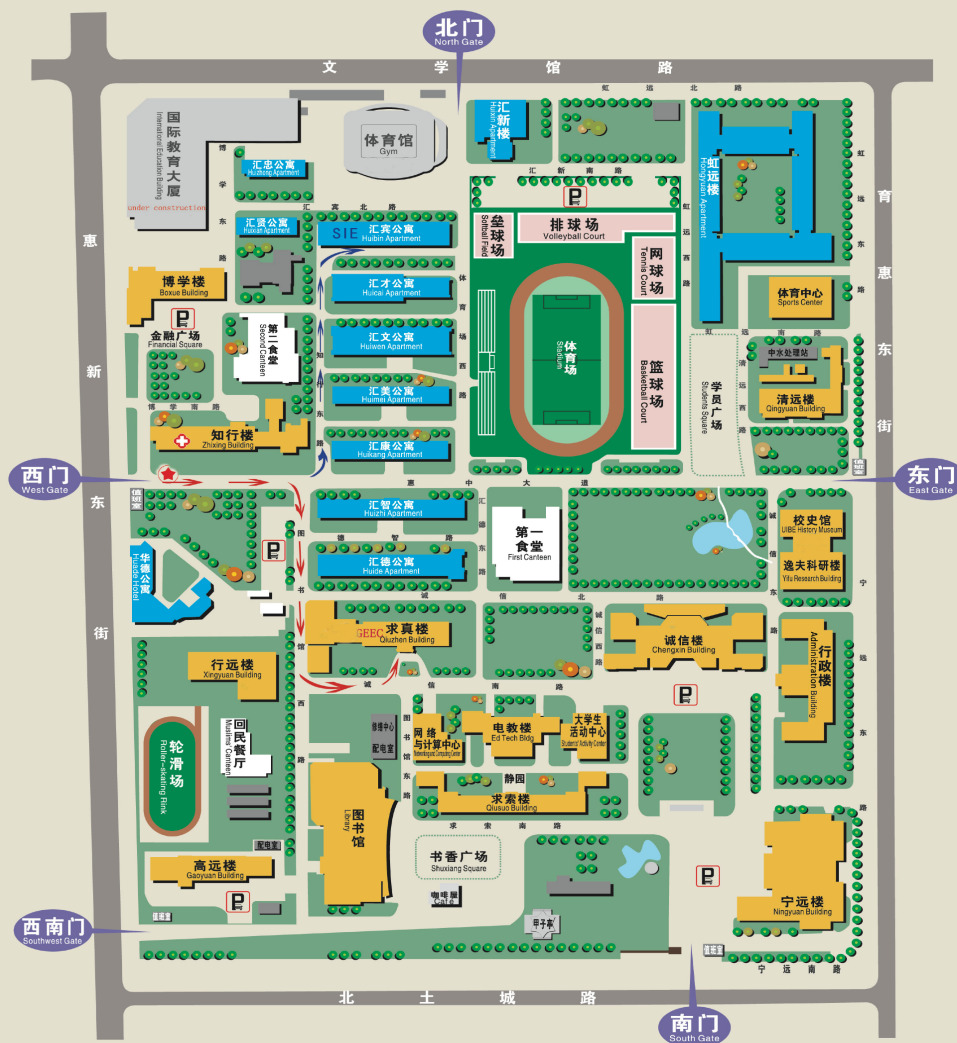


对外经济贸易大学

University of International Business and Economics

校区总平面图

THE CAMPUS PLAN



北
NORTH



★ 您所在位置
You are Here

球场
Sports Field

教学办公楼
Teaching Building

待建
To Be Constructed

绿化带
Field

食堂
Canteen

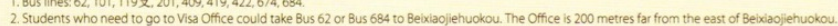
公寓楼
Apartment Building

停车场
Parking

→ 国际交流中心
GEEC

→ 国际学院
SIE

The Local Map



Life in UIBE



Transportation:

AIR PICK-UP: At fixed time (not finalized)

Airport Shuttle Bus : 18RMB/PERSON

Airport Express: 25RMB/PERSON(TO SANYUANQIAO STATION)

Taxi: Around 100RMB



WIFI:

Username and password will be given when semester begins.

Free for China's websites and charge for International non-educational websites (20RMB/month).



Meal:

Students will get E-card (campus card) when semester starts.

E-card can be used in cafeterias, a certain on-campus stores and library.



Gym:

An underground gym managed by School of International Education.

New gym is under construction and may go into service from 2015 fall semester.

Calendar



Semester begins: Aug.24th

Semester ends: Dec.30th

Registration: Aug.24th-25th

Orientation: Aug.24th - 27th

Calendar for each school:

School of International Education:

20-hour Chinese course: Aug.31 - Dec.20 (exam ends before Christmas)

Business course: Sept.7 - Dec.11

School of International Trade and Economics:

Course Introduction: Aug.27

Course: Aug.31 - Dec.11

Business School:

Course Introduction: Not finalized

Course: Sept.7 - Dec.11 (not finalized)

UIBE

UIBE

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