

## Guideline for 2020 Summer Chinese Course

### 1. Entry Requirements

- ① aged between 18 to 55
- ② in good health.

2. **Application period:** Mar. 1<sup>st</sup> to May 31<sup>st</sup>, 2020

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

### 4. Study period:

**Four-week program:** July 5 to July 31, 2020 (Monday to Friday)

**Six-week program:** July 5 to Aug. 14, 2020 (Monday to Friday)

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

6. **Tuition** RMB ¥3850 (approx. US \$ 650) for four weeks (July 5 to July 31, 2020)

RMB ¥5550 (approx. US \$ 930) for six weeks (July 5 to Aug. 14, 2020)

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

(1) **Main courses:** designed for 20 students per class on average with a placement test on July 5, 2019 (the registration day)

- **Intensive Chinese** (seven levels: A to F) → [Appendix \(3\)](#)
- **Business Chinese** (two levels: intermediate and advanced) → [Appendix \(4\)](#);
- **Summer Program for Chinese Heritage Learners (Huayiban)** → [Appendix \(5\)](#)

(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)
  - Martial Arts, Tai Chi (control in 15 students per class)
- **Twice a week (Mon. & Wed.)** (90 minutes each time)
  - Chinese Character, Test-taking Skill for HSK (from level 4) (control in 30 students per class)

### 8. Procedure of and notes for application

- 1) Apply online at the website: <http://apply.sjtu.edu.cn>. Register with your email address, sign in with your email address and initial password, choose "Chinese Language Summer and Short-term Programs", fill out all the required information.
- 2) Upload Documents:
  1. A photocopy of your passport page with personal information and photo. If you are already in China, please provide a photocopy of your valid Visa or Residence Permit as well. (jpg, ≤3MB)
  2. A photocopy of your recent photo (jpg, 2.2x2.8cm, 300 pixels/inch, ≤10k, Bareheaded).
  3. If you are studying at another university/school in China, please submit a study certificate, grades and attendance or a recommendation letter issued by the International Student Office or the school of your host university with their contact information.
  4. Supplementary Information Form for Language Students
- 3) The application fee could be paid online, or bank transfer or pay by credit/banking card in our office. Please DON'T transfer through ATM. Please email us a copy of the Remittance Confirmation with the subject of "surname, name, transfer date (year/month/date), overseas/domestic transfer, amount" to [caicheng@sjtu.edu.cn](mailto:caicheng@sjtu.edu.cn) and [huhaiying2019@sjtu.edu.cn](mailto:huhaiying2019@sjtu.edu.cn) after you transfer the fee. (e.g. Watson, John, 2020/03/22, overseas transfer, \$85)
- 4) Bank information:

Name	SHANGHAI JIAO TONG UNIVERSITY
A/C	439059226890
Bank	BANK OF CHINA, SHANGHAI JIAOTONG UNIVERSITY SUB-BRANCH
Bank Add	NO.800 DONG CHUAN ROAD, SHANGHAI, CHINA
Swift Code	BKCHCN BJ300
Addition	Please make a note: Full name of the Applicant + Online Application Number

- 5) Applicant can bring these documents with a valid ordinary passport to the Chinese Embassy or Consulate to apply for a student visa. Those who are already in China need to submit a copy of the visa page together with the other application documents.
- 6) All applicants should register on July 5, 2020 in Shanghai Jiao Tong University. Absence on the registration day (excluding with the permission of the university) will be regarded as withdraw from this program.
- 7) The application documents will not be returned and the application fee is non-refundable. The tuition should be paid before or on registration day (July 5, 2020) and it is non-refundable.
- 8) \*Those who apply for both the Summer Chinese Course and the Fall-term Chinese Course at the same time, the applicant only need fill the application form for Fall-term (choose “Chinese Language Program”, “Full-time (long-term) Program”), an email is required to iso@sjtu.edu.cn to confirm the application fee (RMB ¥450) once only. Applicants are required to pay the full amount tuition for both the summer and fall term on July 5, 2020. If the two courses are applied separately, two application forms and double application fees will be requested.

## 9. 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

6 weeks: RMB ¥400 (approx. US \$ 70) per person per course, materials and textbook fee excluded

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

A group will be composed of 15 students at minimum.

- Huangpu River Night Cruise (July 10 ), RMB ¥230(approx. US \$ 38) per person
- Acrobatics Show (July 16), RMB ¥230 (approx. US \$ 38) per person.
- One-day trip to Suzhou (July 18), RMB ¥400 (approx. US \$ 70) per person;
- Two-day trip to Hangzhou & Wuzhen (July 25 to 26), RMB ¥860 (approx. US \$ 140) per person;

## 11. Accommodation:

There is no on-campus accommodation for non-degree Chinese Language Program Students.

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) .

## 12. Contact us

Office Address: Room#105A, 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

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

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

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

**13. In case of discrepancy, the detailed arrangement for curriculum and extracurricular activities on the registration day (July 5, 2020) shall prevail.**

**2020 Summer Chinese Course Timetable**

Week	Date		Morning (8:20 - 11:40)	Afternoon (12:55 - 14:25)	Notice	
1 <sup>st</sup> week	SUN.	July 5	*Registration *Payment for tuition *Placement test (8:30 to 14:00) *Orientation (15:30-16:30)			
	MON.	July 6	Chinese Lesson	Optional course		
	TUE.	July 7	Chinese Lesson	Optional course		
	WED.	July 8	Chinese Lesson	Optional course		
	THU.	July 9	Chinese Lesson	Optional course		
	FRI.	July 10	Chinese Lesson	Extra Help (Q & A)	Huangpu river nightscape (optional)	
2 <sup>nd</sup> week	MON.	July 13	Chinese Lesson	Optional course		
	TUE.	July 14	Chinese Lesson	Optional course		
	WED.	July 15	Chinese Lesson	Optional course		
	THU.	July 16	Chinese Lesson	Optional course	Acrobatics Show (optional in the evening)	
	FRI.	July 17	Chinese Lesson	Extra Help (Q & A)		
	SAT.	July 18	One-day trip to Suzhou (Optional)			
3 <sup>rd</sup> week	MON.	July 20	Chinese Lesson	Optional course		
	TUE.	July 21	Chinese Lesson	Optional course		
	WED.	July 22	Chinese Lesson	Optional course		
	THU.	July 23	Chinese Lesson	Optional course		
	FRI.	July 24	Chinese Lesson	Extra Help (Q & A)		
	SAT.	July 25	Two-day trip to Hangzhou & Wuzhen (Optional)			
	SUN.	July 26				
4 <sup>th</sup> week	MON.	July 27	Chinese Lesson	Optional course		
	TUE.	July 28	Chinese Lesson	Optional course		
	WED.	July 29	Chinese Lesson	Optional course	Final Exam for 4 weeks	
	THU.	July 30	Chinese Lesson	Optional course		
	FRI.	July 31	Chinese Lesson	Extra Help (Q & A)	Four-week program students take photos, get transcripts and certificates at Lecture Building No.1 (12:00 - 13:30)	
5 <sup>th</sup> week	MON.	Aug.3	Chinese Lesson	Optional course		
	TUE.	Aug.4	Chinese Lesson	Optional course		
	WED.	Aug.5	Chinese Lesson	Optional course		
	THU.	Aug.6	Chinese Lesson	Optional course		
	FRI.	Aug.7	Chinese Lesson	Extra Help (Q & A)		
6 <sup>th</sup> week	MON.	Aug.10	Chinese Lesson	Optional course		
	TUE.	Aug.11	Chinese Lesson	Optional course		
	WED.	Aug.12	Chinese Lesson	Optional course	Final Exam for 6 weeks	

	THU.	Aug.13	Chinese Lesson	Optional course	
	FRI.	Aug.14	Chinese Lesson		Six-week program students take photos, get transcripts and certificates at Lecture Building No.1 (12:00 - 13:30)

## Appendix(1)

### Insurance

According to the pertinent regulations of the Ministry of Education and the school, the school will exercise full-member insurance system for the international students. International students must cover the insurance in accordance with relevant national regulations and school requirements. Students who fail to purchase the insurance in accordance with the regulations shall cover the insurance within stipulated time, or they will not be recruited by the school; if the students have already studied in the school, then they shall be requested to quit school or rejected for registration.

Insurance Liabilities	Insurance Amount (Yuan) RMB	Age 6-69(International Student) Insurance Premium (Per person)				
		RMB160 for 1 month	RMB240 for 2 months	RMB320 for 3 months	RMB400 for 6 months	RMB800 for 1 year
Death/Disability	100000					
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	40000					

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

Contact person in University: Ms. Zhang, Tel: +86-21-62932479, Email: [yanjunzhang@sjtu.edu.cn](mailto:yanjunzhang@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 Huaihai Rd. (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. (the 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 or six weeks with 4 class hours (1class hour = 45 minutes) every day. There are six levels ranging from A to F and placement test will be given on the registration day (July 5, 2020)

**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*

**LEVEL F: Target students:** upper-intermediate to advanced level, mastering around 2,500 to 3,500 Chinese words

**Contents:** Focusing on cultural topics including traditional and contemporary Chinese cultures, cultural differences, etc., interactive teaching and learning around topics such as lifestyle, environmental protection, education, science and technology, management, cultural difference, etc. This level improves students' intercultural communication skills by training them in discussion, speech, debate, reading and writing through an interactive approach. Understanding of these topics is deepened through discussion, speech, debate, reading and writing.

**Textbook:** *Advanced Cultural Chinese* (handouts)

## Appendix (4)

### Business Chinese (Intermediate) - Introduction

#### 1) Objective and prerequisites

This course is aimed to help upper-beginner level students mastering the essentials of Business Chinese and applying them to business-related situations.

Students should have mastered basic Chinese grammars and have a general vocabulary of 2,000-4,000 words and a working vocabulary of 1,000 - 2,000 words. Basic listening, speaking, reading, writing abilities and general communication skills are also required.

#### 2) Learning goals and teaching methods

Within 120 class hours spread over six weeks, students will gain a thorough knowledge and understanding of business-related Chinese, and will be able to use it in business-related activities and situations.

Teaching is carried out mainly in the form of classroom instruction and discussion, assisted by multimedia tools such as videos and recordings.

#### 3) Textbook:

- 1、《卓越汉语公司实战篇》主编史中琦外语教学与研究出版社 2010 年 6 月第 1 版  
ISBN 9787560096216
- 2、《卓越汉语商务致胜 4》主编王惠玲、周红外语教学与研究出版社 2012 年 8 月第 1 版  
ISBN: 9787513522236

#### 4) Grading and assessment

Assessment comprises mainly of closed-book examinations, but classroom participation, attendance and personal progress are all factors related with final grades. Grades are percentage-based (i.e. maximum 100).

### Business Chinese (Advanced) – Introduction

#### 1) Aims and prerequisites

This course is aimed to help intermediate level students mastering the essentials of Business Chinese and applying them to business-related situations.

Students should have mastered basic Chinese grammars and have a general vocabulary of over 4,000 words and a working vocabulary of over 2,000 words. Intermediate listening, speaking, reading, writing abilities and communication skills to cope with more complicated situations are also required.

#### 2) Learning goals and teaching methods

Within 120 class hours spread over six weeks, students will gain a thorough knowledge and understanding of business-related Chinese, and will be able to use it in business-related activities and situations.

Teaching is carried out mainly in the form of classroom instruction and discussion, assisted by multimedia tools such as videos and recordings.

#### 3) Textbook:

1. 《卓越汉语商务致胜 5》主编王惠玲、周红外语教学与研究出版社 2012 年 8 月第 1 版 ISBN: 9787513523530
2. 《商务汉语写作教程》主编 翟宜疆 北京语言大学出版社 2019 年 1 月第 1 版 ISBN: 9787561951224

#### 4) Grading and assessment

Assessment comprises mainly of closed-book examinations, but classroom participation, attendance and personal progress are all factors related with final grades. Grades are percentage-based (i.e. maximum 100)

**Appendix (5)****Summer Program for Chinese Heritage Learners (Huayiban)**● **Target students:**

The program is for students with Chinese background who can communicate in Chinese (Mandarin or Chinese dialects) in daily life but have very limited ability in reading and writing Chinese characters (knowing less than 200 Chinese characters).

● **Program Objectives:**

This program is designed to develop students' Chinese reading and writing ability through intensified training.

● **Comparison between Huayiban program and regular language programs:**

	<b>Huayiban</b>	<b>Regular language programs</b>
<b>Focus of the course</b>	Reading & Writing	Speaking
<b>Amount of Chinese characters to be learned</b>	700+	not emphasized
<b>Time for learning Chinese characters</b>	More time is spent on learning Chinese characters in a more systematic and intensive way	Little time is spent on explaining and practicing Chinese characters
<b>Training of writing ability</b>	Writing compositions is an important part of the program.	Writing compositions is not required.
<b>Content of texts</b>	Culture-oriented texts.	Daily conversational Chinese

**Appendix (6): FAQ****1. How to apply?**

Online application: <http://apply.sjtu.edu.cn>. Register with your email address, sign in with your email address and initial password, choose "Chinese Language Summer and Short-term Programs", fill out all the required information.

**2. What kind of the fee should be paid?**

- (1) Application fee: could be online payment, bank transfer 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/credit card on the registration day (July 5, 2020). Those who apply for both the Summer Chinese Course and the Fall-term Chinese Course at the same time, should pay the full amount tuition for both the summer and fall term on July 5, 2020.
- (3) Optional course and extracurricular activity (OPTIONAL) fees: to be paid on registration day (July 5, 2020).

**3. How should the application fee and the tuition be paid?**

According to the rule of SJTU, we cannot accept the cash. For details, please contact Ms. Hu. Email: [huhaiying2019@sjtu.edu.cn](mailto:huhaiying2019@sjtu.edu.cn); Tel: 0086-21-62821082.

(1) NO extra charge if RMB cards issued in China with "Union Pay" are used. When VISA、MASTER cards or JCB is used, the bank will charge the exchange commission, which is 1.9%-3.5%.

外卡手续费 EXCHANGE FEE

类型 TYPES	费率 FEE
中国境内发行的银联卡 UNIONPAY issued in China	0%
VISA	1.90%
MASTER	1.90%
JCB	3.50%
AMERICAN EXPRESS	3.50%
中国境外发行的银联卡 UNIONPAY issued abroad	2.50%

(2) You can go to the bank to do the bank transfer. Please send the scanned copy of the transfer receipt to [caicheng@sjtu.edu.cn](mailto:caicheng@sjtu.edu.cn), [huhaiying2019@sjtu.edu.cn](mailto:huhaiying2019@sjtu.edu.cn), and [iso@sjtu.edu.cn](mailto:iso@sjtu.edu.cn) and bring the bank receipt to the financial office (Room108B, Lecture Building No.1) on the registration day.

\* Please DON'T transfer through ATM.

**4. Does Shanghai Jiao Tong University provide certificates, transcripts, and transfer credits?**

Students are required to attend classes everyday and take the final exam. Certificates and transcripts will be provided upon the completion of the courses.

**5. When and where to register?**

When: July 5, 2020 (8:30 a.m. to 2:00 p.m.)

Where: Lecture Building No.1, Xuhui Campus. (Marked as 23 on the Xuhui Campus Map) with the **Passport and Admission Notice**.

**6. How can I register the accommodation?**

This program does not accept on-campus dormitories reservation, and the off-campus dormitories are limited

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

**7. What should I do if I live off-campus?**

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

Please visit <https://gaj.sh.gov.cn/crj/>, which is the electronic platform of Exit and Entry Bureau of Shanghai to claim the registration.

**8. Can I use the Canteen?**

Yes. After the registration and payment on July 5, student could get the Compus Card at Student Affairs Office at room#108B of Lecture Building No.1 (Except the late applicants).

**9. Are teenagers aged between 16 and 17 years eligible for the program?**

No, they cannot. The applicants should be aged between 18-55.

**10. Can I enter China with a Tourist Visa, a Family Visitor Visa or a Business Visa, etc.?**

**Can I study in China without a student visa?**

No. Students must study with student visa in China. The student visa does not have any working permission. Those who have no valid student visa (X1/X2) or Residence Permit on the passport will be rejected to enroll or study at SJTU.

Tourist Visa, Family Visitor Visa and Business Visa cannot be changed into Student Visa in China.

For more details, please contact to: Tel:+86-21-62821082 and Email: [clpvisa@sjtu.edu.cn](mailto:clpvisa@sjtu.edu.cn) .

Room#108B, Lecture Building No.1, Jiao Tong University (Marked as 23 on the campus map.)