

2016
留学交大
新生指南

2016
SJTU NEW
INTERNATIONAL
STUDENT
GUIDE



2016
留学交大新生指南

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SJTU



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登录系统

- > 系统网址: <http://apply.sjtu.edu.cn>。
- > 请使用报名帐号进行登录及操作有关报到相关事宜。
- > 学生录取后也可以使用学号进行登录, 登录密码为护照号码后六位。
- > 若无法登录, 请直接与留学生发展中心联系。

联系方式:

留学生发展中心学位生事务办公室

Email: isc.d@sjtu.edu.cn Tel: 86-21-54743244

留学生发展中心非学位项目办公室

Email: isc.exchange@sjtu.edu.cn Tel: 86-21-54744225

报到注册

学位生

留学生新生应按照预约时间到指定地点办理报到手续, 地点详见《录取通知书》。因故无法按时报到注册的新生, 须事先以邮件的形式提出书面请假, 方可延期报到注册。逾期两周不报到者, 学校将按放弃入学处理。

本科生请假请联系留学生发展中心综合办: Email: isc.o@sjtu.edu.cn

研究生请假请联系研究生院国际化办公室: Email: iso.gs@sjtu.edu.cn

> 网上预约报到时间

请于2016年7月1日至8月31日登陆报名系统, 根据网上预约报到时间段进行预约, 并按照预约时间段准时来校报到。网上预约成功后, 请完成以下事项:

- 如果报名时上传的证件照已经有变动, 请上传一张近期证件照(照片要求: jpg格式, 2.2*2.8cm, 300像素, 大小10k左右), 照片将用于制作校园卡。
- 如果报名时上传的护照复印件与最新的护照不符, 请上传最新护照复印件, 复印件将用于申请中国银行借记卡(银行卡将用于缴纳学费或奖学金生发放生活补贴等)。请保证上传护照复印件为今年9月入境时使用的护照。

> 到校报到须提供材料

- 录取通知书(原件)
- 有效护照及签证(原件)
- 外国留学人员来华签证申请表(JW202或201表)
- 最后学历证书(原件)

> 联系方式

留学生发展中心学位生事务办公室

Email: isc.d@sjtu.edu.cn Tel: 86-21-54743244



非学位生

非学位生新生请先完成学校注册。在学校注册完成后一周内，前往所在学院报道注册。学院注册地点详见迎新礼包。

因故无法按时报到注册的新生，须于2016年7月31日前以邮件的形式向非学位办（Email: isc.exchange@sjtu.edu.cn）提出书面请假，获批后方可延期报到注册。逾期两周不报到者，学校将按放弃入学处理。同时，若有选课需求，请提前和院系老师沟通选课事宜，否则将错过选课时间，无法选到足够学分课程。

> 学校注册

徐汇校区和闵行校区都设有学校注册点（详细地址见下）。您的注册地点请详见录取通知书。请您于7月1日至8月31日期间登录网站进行学校注册预约（apply.sjtu.edu.cn）并确保准时来校报道注册。预约方式请参见“网上预约报到时间”模块。

- A. 徐汇校区
时间：2016年9月8日 8:30 至16:00
地点：上海市徐汇区华山路1954号上海交通大学桃李苑1001室
- B. 闵行校区
时间：2016年9月8日 8:30 至16:00
地点：上海市闵行区东川路800号上海交通大学新行政B楼一楼大厅

> 学院注册

学生完成学校注册后，需前往所在学院报道注册。

> 到校报到须提供材料请详见录取通知书。

> 联系方式

留学生发展中心非学位项目办公室
Email: isc.exchange@sjtu.edu.cn Tel: 86-21-54744225

学费缴纳

> 学费标准

- A. 普通项目：国际本科生标准学费为人民币24,800元/年，硕士28,900元/年，博士45,500元/年。
- B. 国际研究生特殊项目（B、C、D类奖学金学生学费缴纳）：对于已录取为凯原法学院、安泰经管学院、高级金融学院等全英文特殊项目的学生，如获我校B、C、D类奖学金，将只免除学校标准学费（硕士28,900元/年，博士45,500元/年），学生仍需缴纳标准学费以外的学费。具体信息见下表。

上海交通大学特殊项目收费标准表

学院名称	项目名称	学费标准	联系方式
安泰经济与管理学院	国际商务硕士项目	64,000元/年	电话: +86-21-52301031 邮箱: liuxfei@sjtu.edu.cn 电话: +86-21-52301352 邮箱: jingzhou@sjtu.edu.cn
安泰经济与管理学院	国际工商管理硕士项目	104,000元/年	电话: +86-21-52302513 邮箱: linfeng1014@sjtu.edu.cn
凯原法学院	中国法硕士项目	第一年100,000元; 第二年50,000元	电话: +86-21-62934433 邮箱: llmprogram@sjtu.edu.cn
高级金融学院	金融硕士	94,000元/年	电话: +86-21-62932903 邮箱: zyichen2@saif.sjtu.edu.cn
高级金融学院	工商管理硕士	总共408,000元	电话: +86-21-62932328 邮箱: xxqiao@saif.sjtu.edu.cn

> 缴费时间

2016年6月1日-2016年8月1日。

> 缴费方式

网上缴费或现场缴费。请登录报名系统（http://apply.sjtu.edu.cn）缴费（如无法在规定时间内完成缴费也可于报到日当场缴费。为避免现场缴费排队，请尽量选择网上缴费）。现场缴费可以采用人民币现金或信用卡/银行卡。

注：本科生需在指定时间内预缴3000元学费，缴费方式为网上缴费、银行汇款（请保留汇款凭证，以便核对）两种方式，开学报到注册时补交剩余学费。包含学费的奖学金生在报到注册后一个月内返还这3000元预缴费用。

> 联系方式

留学生发展中心综合事务办公室 Email: isc.o@sjtu.edu.cn Tel: 86-21-34203849

住宿安排

> 校内住宿

需在住宿预订开启时间段内进行网上预订并支付住宿费用，详见《留学生住宿预订通知》。

- A. 所获奖学金包含住宿补贴的学生，预订时间详见《留学生住宿预订通知（I类）》（如果您在规定的住宿预订时间内未收到录取通知书，我们会另行通知您住宿预订时间）
- B. 未获得住宿补贴的学生，预订时间详见《留学生住宿预订通知（II类）》

> 校外住宿

到校后您需至留学生服务中心登记，并领取校外住宿登记函。同时，按照中国法律，您在抵达住宿地的24小时内到当地派出所领取《临时住宿登记表》，详见《关于校外住宿登记的特别提醒》。

> 联系方式

留学生服务中心

Email: issc_minhang@sjtu.edu.cn Tel: 86-21-34203955（闵行校区）

Email: issc_xuhui@sjtu.edu.cn Tel: 86-21-62933305（徐汇校区）



校内住宿情况简介

> 留学生宿舍楼情况

我校在闵行校区和徐汇校区共有8幢留学生宿舍楼，各楼栋名称如下：

校区	名称
徐汇	9号宿舍楼
徐汇	联兴楼
徐汇	亚洲青年交流中心（桃李苑）
闵行	8号宿舍楼
闵行	9号宿舍楼
闵行	10号宿舍楼
闵行	12号宿舍楼
闵行	51号宿舍楼

寝室内的设备和卫浴设施根据房型、楼栋和校区的不同而有所差异。所有的寝室均配有冷暖空调、固定电话、电视和基本的家具，提供免费的网络接入服务和基本的床上用品，例如：枕头、被子、床单等。徐汇校区的联兴楼和亚洲青年交流中心（桃李苑）以及闵行校区的8、9、10号楼配有独立卫浴间，徐汇校区9号楼和闵行校区的12、51号楼配有公共卫浴间。所有楼栋的浴室均提供24小时热水。所有楼栋均配有自助洗衣房。您需要根据所在校区选择宿舍。



> 留学生住宿费标准 (单位:人民币元/人)

公寓楼号	房间位置	房间类型	短期住宿 (少于80天, 按天支付)	长期住宿 (超过80天)	
				秋季和春季学期 (按学期支付)	寒暑假和夏季学期 (按天支付)
徐汇联兴楼	南楼、北楼	单人间	120	9300	70
徐汇9号楼		单人间	130	9900	75
		双人间	65	4600	35
徐汇桃李苑	东楼	单人间	150	11900	90
		双人间	80	6600	50
	西楼	单人间	140	10600	80
		双人间	80	6600	50
闵行8号楼		双人间	60	5100	40
		六楼单人间	110	9300	70
闵行9号楼		双人间	60	5100	40
闵行10号楼		单人间	105	9000	70
闵行12号楼		双人间	50	4500	35
		单人间	80	6600	50
闵行51号楼		双人间	50	4500	35

> 留学生宿舍预订规则

- 所有被我校正式录取的各类留学生, 都需要登录宿舍预订系统进行校内住宿申请和预订 (部分有协议的团体或项目生除外) (预订网址: <http://dorm.sjtu.edu.cn>)。原则上, 网上预订未成功的留学生不予安排校内住宿。
- 通过网上预订的宿舍床位从应报到注册日算起最多保留两周。逾期未报到注册或未按规定请假者, 其网上预订将被自动取消。
- 留学生在进行网上预订后应在指定时间内通过网上支付住宿费, 否则预订自动取消。
- 具体的预订日期、支付信息和相应预订细则将随录取通知书一同寄送, 被录取的留学生应仔细阅读后再进行网上预订。



> 关于留学生住宿的常见问题

- 如果我预订成功, 我能否提前入住寝室?
按学校相关规定, 所有预订成功的留学生最多可以比规定的报到注册日提前3天入住寝室, 例如: 如果录取通知书上的报到注册日期是9月13日的话, 你可以在9月10日以后入住寝室。此外, 按照中国法律规定, 所有留学生必须在入住寝室后的24小时内, 凭有效证件办理入住登记手续。办理入住登记手续的信息如下:

校区	入住登记地点	工作时间	电话
闵行	8号宿舍楼109室	周一至周五, 上午8:30至11:30, 下午13:30至17:00	+86-21-54743346
徐汇	亚洲青年交流中心 (桃李苑) 大厅前台	周一至周五, 上午8:30至11:30, 下午 13:30 至 17:00	+86-21-62933296

从2015年开始, 绝大多数预订成功的留学生在抵达学校前可以知道自己的寝室房号。如果你预订成功同时非在工作时间抵达学校, 你可以先到你所在的宿舍楼管理员处领取房间钥匙先行入住并在下一工作日补办入住登记手续。



B. 如果我没有成功预订宿舍怎么办？

按照学校规定，网上预订未成功的留学生不予安排校内住宿。因此，如果你没有成功预订到宿舍，你需要提前做好在校外住宿的准备。我们提供以下信息供未成功预订宿舍的留学生参考：

校区	类型	名称	地址	电话	网址	
闵行	酒店	莫泰168	闵行区沪闵路213号	+86-21-64355790 或+86-4008203333	http://www.homeinns.com/motel	
闵行	酒店	锦江之星	闵行区沪闵路319号	+86-21-51101999 或+86-4008209999	http://www.jinjianginns.com/	
闵行	校内酒店	学术活动中心	闵行校区内	+86-21-54740800		
徐汇	酒店	汉庭酒店	徐汇区番禺路955号	+86-21-64480808 或+86-4008121121	http://www.huazhu.com/hanting	
徐汇	酒店	宜必思酒店	徐汇区番禺路858号	+86-21-62838800 或+86-4006001615	http://www.ibis.com/	
徐汇	酒店	西华商旅酒店	长宁区淮海西路1号	+86-21-52585656		
徐汇	校内酒店	教师活动中心	徐汇校区内	+86-21-62822822		
		我爱我家		+86-4008515515		http://sh.5i5j.com/
		中原地产		+86-4008188808		http://sh.centanet.com/

C. 如果我在校外住宿，是否需要登记？

按照中国法律，所有外国人在抵达住宿地的24小时内必须到属地的派出所进行登记。同时，在校外住宿的留学生也应该及时携带本人证件至留学生服务中心进行住宿登记，办理校外住宿登记手续的信息如下：

校区	校外住宿登记地点	工作时间	电话
闵行	新行政楼B202-204	周一至周五，上午8:30至11:30， 下午13:30至17:00	+86-21-34203955
徐汇	亚洲青年交流中心 (桃李苑) 1001室6号柜台	周一至周五，上午8:30至11:30， 下午13:30至17:00	+86-21-62933296

D. 我如何往来于徐汇和闵行校区之间？

我校在徐汇和闵行校区之间有班车服务，在两个校区都有固定的车站。通常两个校区之间的单程耗时在40分钟左右。当然，你也可以选择乘坐地铁5号线和1号线或者公交巴士。

E. 关于住宿的联系方式是什么？

留学生服务中心负责留学生的住宿预订、安排和日常管理，如果你有关于住宿的任何问题或建议，欢迎联系：

留学生服务中心 Email: issc_minhang@sjtu.edu.cn Tel: 86-21-34203955 (闵行校区)
Email: issc_xuhui@sjtu.edu.cn Tel: 86-21-62933305 (徐汇校区)

留学生住宿预订通知 (I类)

* 本通知适用于所获奖学金包含住宿补贴的学生

留学生同学:

您好! 诚挚地欢迎您来到上海交通大学学习。如果您需要申请入住校内留学生公寓, 需要进行网上预订。具体信息如下:

> 预订方式

- A. 预订时间: 2016年7月5日上午9:00至7月7日下午16:30 (北京时间, GMT+8)
- B. 预订网址: <http://dorm.sjtu.edu.cn>
- C. 用户名: 学号 (见录取通知书)
- D. 密码: 护照号码的最后六位 (从左至右, 如护照号码为AK5123B4, 则密码为5123B4; 护照号码不足六位则在前面用数字零补充, 凑足六位数, 如护照号码为1236, 则密码为001236; 没有护照号码则密码为生日, 格式为: YYYYMMDD)
- E. 详细的预订流程请见预订网页。

> 住宿补贴

学校希望能够给予所获奖学金包含住宿补贴的学生 (以下简称“奖学金生”) 更多的住宿选择机会, 您可以自由选择不同价格和不同类型的校内宿舍, 也可以选择在校外住宿。关于奖学金生的住宿补贴政策, 具体如下:

- A. 奖学金生需要根据选择的宿舍类型自行支付相应的校内住宿费用。
- B. 我校向所有获奖学金包括住宿补贴的学生直接发放住宿补贴。补贴标准为: 博士生、高级进修生1500元/月, 硕士生、普通进修生1200元/月, 本科生、孔子学院奖学金生1000元/月。每年发放12个月, 发放年限与奖学金年限一致。
- C. 学校将在今年10月发放9月至次年1月的首次住宿补贴 (共计5个月); 此后, 在每年12月发放次年2月至6月的住宿补贴 (共计5个月), 每年6月发放7月至次年1月的住宿补贴 (共计7个月)。

> 支付说明

您需要通过网上支付来完成房费支付从而成功地完成本次预订。请注意下列事项:

- A. 在预订时, 需要全额支付相应的住宿费用。只有成功完成支付后, 预订方为有效。
- B. 网上支付需在预订确认后48小时内完成, 否则视为放弃, 系统会自动取消本次预订。
- C. 您需要至少持有一张带有“银联”、Master、Visa、JCB、American Express等标志的银行卡, 并确认银行卡已经开通了网上支付功能; 对于信用卡, 请您确保在预订时卡中有足够的支付额度。支付住宿费用时, 只能使用一张银行卡进行支付。
- D. 如果您通过Master、Visa、JCB、American Express等国际卡组织通道的信用卡进行支付, 您将被国际卡组织和银行收取一定数额的手续费。因此, 我们建议您使用带有“银联”标志的银行卡进行支付, 这样便可以享受零手续费的优惠。
- E. 我们建议您使用IE浏览器进行预订和支付操作, 如果遇到错误可以尝试刷新页面或更换网页浏览器。
- F. 完成支付后, 请耐心等待网页自动跳转至支付成功页面。请点击“已预订记录查看”, 如果您可以看到相应预定记录说明此次预订已经成功。
- G. 如果您无法网上支付房费, 请您在预订时间内通过邮件联系我们, 我们会帮助您以其它方式完成住宿预订。

> 其他说明

- A. 预订成功后, 您最多可以比录取通知书上的规定报到时间提前三天入住宿舍, 并提供录取通知书和护照进行核查。对于2016学年秋季学期, 预订保留至2016年9月25日, 过时不报到, 预订自动取消。
- B. 关于留学生公寓介绍、收费管理规定、公寓管理规定等信息, 请在预订页面自行查阅。预订成功视为您已知晓并同意以上内容, 入住时您须与学校签订住宿合同。
- C. 由于宿舍数量有限, 请您尽快进行预订, 否则在2016学年秋季学期将无法入住校内宿舍。
- D. 选择双人间时请了解并尊重室友的宗教信仰。
- E. 如果您有经济上的困难或有其它问题, 欢迎您联系上海交通大学留学生服务中心, 我们将尽力帮助您, 我们希望每一个被录取的优秀学子都能顺利来到我校开启学术之旅。

> 联系方式

留学生服务中心

Email: issc_minhang@sjtu.edu.cn Tel: 86-21-34203955 (闵行校区)

Email: issc_xuhui@sjtu.edu.cn Tel: 86-21-62933305 (徐汇校区)

住宿补贴和住宿费用对照表

单位：人民币元

闵行校区												
学生类型和补贴额度	房型	春季和秋季 学期价	寒暑假和夏季 学期价（按天支付）	住一整年			住春秋学期和夏季学期			住春秋学期		
				住宿费用	需自付	可盈余	住宿费用	需自付	可盈余	住宿费用	需自付	可盈余
博士生和高级进修生： 每月1500元，一年18000元	闵行8号楼，双人间	5100	40	14680	/	3320	11320	/	6680	10200	/	7800
	闵行8号楼，单人间	9300	70	26440	8440	/	20560	2560	/	18600	600	/
	闵行9号楼，双人间	5100	40	14680	/	3320	11320	/	6680	10200	/	7800
	闵行10号楼，单人间	9000	70	25840	7840	/	19960	1960	/	18000	0	0
	闵行12号楼，双人间	4500	35	12920	/	5080	9980	/	8020	9000	/	9000
	闵行12号楼，单人间	6600	50	18800	800	/	14600	/	3400	13200	/	4800
	闵行51号楼，双人间	4500	35	12920	/	5080	9980	/	8020	9000	/	9000
硕士生和普通进修生： 每月1200元，一年14400元	闵行8号楼，双人间	5100	40	14680	280	/	11320	/	3080	10200	/	4200
	闵行8号楼，单人间	9300	70	26440	12040	/	20560	6160	/	18600	4200	/
	闵行9号楼，双人间	5100	40	14680	280	/	11320	/	3080	10200	/	4200
	闵行10号楼，单人间	9000	70	25840	11440	/	19960	5560	/	18000	3600	/
	闵行12号楼，双人间	4500	35	12920	/	1480	9980	/	4420	9000	/	5400
	闵行12号楼，单人间	6600	50	18800	4400	/	14600	200	/	13200	/	1200
	闵行51号楼，双人间	4500	35	12920	/	1480	9980	/	4420	9000	/	5400
本科生和孔子学院奖学金生： 每月1000元，一年12000元	闵行8号楼，双人间	5100	40	14680	2680	/	11320	/	680	10200	/	1800
	闵行8号楼，单人间	9300	70	26440	14440	/	20560	8560	/	18600	6600	/
	闵行9号楼，双人间	5100	40	14680	2680	/	11320	/	680	10200	/	1800
	闵行10号楼，单人间	9000	70	25840	13840	/	19960	7960	/	18000	6000	/
	闵行12号楼，双人间	4500	35	12920	920	/	9980	/	2020	9000	/	3000
	闵行12号楼，单人间	6600	50	18800	6800	/	14600	2600	/	13200	1200	/
	闵行51号楼，双人间	4500	35	12920	920	/	9980	/	2020	9000	/	3000

徐汇校区												
学生类型和补贴额度	房型	春季和秋季 学期价	寒暑假和夏季 学期价（按天支付）	住一整年			住春秋学期和夏季学期			住春秋学期		
				住宿费用	需自付	可盈余	住宿费用	需自付	可盈余	住宿费用	需自付	可盈余
博士生和高级进修生： 每月1500元，一年18000元	联兴楼，单人间	9300	70	26440	8440	/	20560	2560	/	18600	600	/
	徐汇9号楼，单人间	9900	75	28200	10200	/	21900	3900	/	19800	1800	/
	徐汇9号楼，双人间	4600	35	13120	/	4880	10180	/	7820	9200	/	8800
	桃李苑，单人间A	10600	80	30160	12160	/	23440	5440	/	21200	3200	/
	桃李苑，单人间B	11900	90	33880	15880	/	26320	8320	/	23800	5800	/
	桃李苑，双人间	6600	80	18800	800	/	14600	/	3400	13200	/	4800
硕士生和普通进修生： 每月1200元，一年14400元	联兴楼，单人间	9300	70	26440	12040	/	20560	6160	/	18600	4200	/
	徐汇9号楼，单人间	9900	75	28200	13800	/	21900	7500	/	19800	5400	/
	徐汇9号楼，双人间	4600	35	13120	/	1280	10180	/	4220	9200	/	5200
	桃李苑，单人间A	10600	80	30160	15760	/	23440	9040	/	21200	6800	/
	桃李苑，单人间B	11900	90	33880	19480	/	26320	11920	/	23800	9400	/
	桃李苑，双人间	6600	80	18800	4400	/	14600	200	/	13200	/	1200
本科生和孔子学院奖学金生： 每月1000元，一年12000元	联兴楼，单人间	9300	70	26440	14440	/	20560	8560	/	18600	6600	/
	徐汇9号楼，单人间	9900	75	28200	16200	/	21900	9900	/	19800	7800	/
	徐汇9号楼，双人间	4600	35	13120	1120	/	10180	/	1820	9200	/	2800
	桃李苑，单人间A	10600	80	30160	18160	/	23440	11440	/	21200	9200	/
	桃李苑，单人间B	11900	90	33880	21880	/	26320	14320	/	23800	11800	/
	桃李苑，双人间	6600	80	18800	6800	/	14600	2600	/	13200	1200	/



留学生住宿预订通知 (II类)

* 本通知适用于未获得住宿补贴的所有学生

留学生同学:

您好! 诚挚地欢迎您来到上海交通大学学习。如果您需要申请入住校内留学生公寓, 需要进行网上预订。具体信息如下:

> 预订方式

- A. 预订时间: 2016年7月12日上午9:00至7月14日下午16:30 (北京时间, GMT+8)
- B. 预订网址: <http://dorm.sjtu.edu.cn>
- C. 用户名: 学号 (见录取通知书)
- D. 密码: 护照号码的最后六位 (从左至右, 如护照号码为AK5123B4, 则密码为5123B4; 护照号码不足六位则在前面用数字零补充, 凑足六位数, 如护照号码为1236, 则密码为001236; 没有护照号码则密码为生日, 格式为: YYYYMMDD)
- E. 详细的预订流程请见预订网页。

> 支付说明

您需要通过网上支付来完成房费支付从而成功地完成本次预订。请注意下列事项:

- A. 在预订时, 需要全额支付相应的住宿费用。只有成功完成支付后, 预订方为有效。
- B. 网上支付需在预订确认后48小时内完成, 否则视为放弃, 系统会自动取消本次预订。
- C. 您需要至少持有一张带有“银联”、Master、Visa、JCB、American Express等标志的银行卡, 并确认银行卡已经开通了网上支付功能; 对于信用卡, 请您确保在预订时卡中有足够的支付额度。支付住宿费用时, 只能使用一张银行卡进行支付。
- D. 如果您通过Master、Visa、JCB、American Express等国际卡组织通道的信用卡进行支付, 您将被国际卡组织和银行收取一定数额的手续费。因此, 我们建议您使用带有“银联”标志的银行卡进行支付, 这样便可以享受零手续费的优惠。
- E. 建议您使用IE浏览器进行预订和支付操作, 如果遇到错误可以尝试刷新页面或更换网页浏览器。
- F. 完成支付后, 请耐心等待网页自动跳转至支付成功页面。请点击“已预订记录查看”, 如果您可以看到相应预定记录说明此次预订已经成功。
- G. 如果您无法网上支付房费, 请您在预订时间内通过邮件联系我们, 我们会帮助您以其它方式完成住宿预订。

> 其他说明

- A. 预订成功后, 您最多可以比录取通知书上的规定报到时间提前三天入住宿舍, 并提供录取通知书和护照进行核查。对于2016学年秋季学期, 预订保留至2016年9月25日, 过时不报到, 预订自动取消。
- B. 关于留学生公寓介绍、收费管理规定、公寓管理规定等信息, 请在预订页面自行查阅。预订成功视为您已知晓并同意以上内容, 入住时您须与学校签订住宿合同。
- C. 由于宿舍数量有限, 请您尽快进行预订, 否则在2016学年秋季学期将无法入住校内宿舍。
- D. 选择双人间时请了解并尊重室友的宗教信仰。

> 联系方式

留学生服务中心

Email: issc_minhang@sjtu.edu.cn Tel: 86-21-34203955 (闵行校区)

Email: issc_xuhui@sjtu.edu.cn Tel: 86-21-62933305 (徐汇校区)

校外住宿登记特别提醒

留学生同学:

根据中华人民共和国出境入境管理法第三十九条, 外国人在中国境内旅馆住宿的, 旅馆应当按照旅馆业治安管理的有关规定为其办理住宿登记, 并向所在地公安机关报送外国人住宿登记信息。外国人在旅馆以外的其他住所居住或者住宿的, 应当在入住后二十四小时内由本人或者留宿人, 向居住地的公安机关办理登记。

同时, 按照学校相关规定, 在校外住宿的留学生也应该及时携带本人证件至留学生服务中心进行住宿登记, 办理校外住宿登记手续的信息如下:

校区	校外住宿登记地点	工作时间	电话
闵行	新行政楼B202-204	周一至周五, 上午8:30至11:30, 下午13:30至17:00	+86-21-34203955
徐汇	亚洲青年交流中心 (桃李苑) 1001室6号柜台	周一至周五, 上午8:30至11:30, 下午13:30至17:00	+86-21-62933296

医疗保险



保险购买通知

留学生同学：

根据中华人民共和国教育部相关规定和《上海交通大学国际学生管理规定》要求：来华学习时间超过六个月的留学生应该在我国大陆购买团体综合保险；保险材料作为留学生办理新学期入学注册手续的必备材料；个人购买的各类保险单不能作为办理入学注册和在华居留许可的文件；报到注册时未购买团体综合保险的学生，学校将不予注册；强烈建议学习时间不超过六个月的留学生购买团体综合保险。团体综合保险购买具体信息如下：

> 保险介绍

- A. 团体综合保险名称：平安养老保险股份有限公司来华人员综合保险保障计划；
- B. 团体综合保险保费：人民币800元/年，人民币400元/半年；
- C. 关于团体综合保险的具体条款、保险责任、理赔方式等信息，请登录www.lxbx.net查阅并下载相关资料。

> 保险额度

保障责任	保险金额（人民币元）	6-69岁（留学生）	
		保险费（元/人·半年）	保险费（元/人·年）
身故+意外残疾	100000	400	800
意外伤害医疗	20000		
门、急诊疾病医疗（日费用限额600元；起付650元以上的部分85%赔付）	20000		
住院医疗	400000		

注：保险信息以平安养老保险股份有限公司公布的信息为准。

> 购买具体流程

- A. 登陆网址：www.lxbx.net（留学保险网），点击“留学生查询缴费平台”图标（Student check payment），并以报名时的护照号登陆（请使用大写字母，取消非字符，不要输入空格）；
- B. 选择您的信息并且核实；
- C. 选择拟投保保期和费用：一年800元（只有学习期限为一个学期的非学位生可选择半年400元）；
- D. 按网上提示进入付费流程并支付。



特别提醒：

- A. 您需要至少持有一张带有“银联”、Master、Visa、JCB、American Express等标志的银行卡，并确认银行卡已经开通了网上支付功能；
- B. 如果您通过Master、Visa、JCB、American Express等国际卡组织通道的信用卡进行支付，您将被国际卡组织和银行收取一定的手续费。因此，我们建议您使用带有“银联”标志的银行卡进行支付，这样便可以享受零手续费的优惠；
- C. 我们建议您使用IE浏览器进行预订和支付操作，如果遇到错误可以尝试刷新页面或更换网页浏览器；
- D. 保险公司通常将在两周后承保。您届时可以再次进入该系统进行查询，保险公司承保后，系统将显示“保单号”。

> 购买说明

- A. 请您于2016年8月1日至9月4日期间，登录www.lxbx.net（留学保险网）并通过网上支付购买团体综合保险，具体购买流程附后；
- B. 付费成功后，请留存并打印您的服务卡号等投保信息，并于报到日携带至报到现场；
- C. 若您登录系统时，未发现自己的个人信息或因其他原因无法在报到前完成购买，您可以在报到注册日至留学生服务中心补办购买手续（地点和联系方式见本通知第三部分），因报到注册日人数较多，您可能需等待较长时间；
- D. 对于开学报到日仍未购买保险的留学生，学校将按规定不予注册，由此造成的一切后果，学生自负；

> 关于理赔

生病或发生意外，第一时间拨打4008105119转1（24小时，双语服务）。咨询就诊、住院费垫付、理赔报销等事宜。您也可以登陆www.lxbx.net下载相关文件资料。

> 联系方式

关于保险的更多信息，您可以登陆www.lxbx.net查询或致电24小时客户服务电话400-810-5119转1进行咨询。若有其他关于保险购买的问题，您也可以联系上海交通大学留学生服务中心（8:30am-17:00pm, 周一至周五，假期时间另行通知）：

徐汇校区：issc_xuhui@sjtu.edu.cn 86-21-62933305
 闵行校区：issc_minhang@sjtu.edu.cn 86-21-34203955



奖学金生保险特别提示

奖学金生同学：

在您正式报到注册之后，学校或者相关部门会为您购买团体综合保险，您无需自费购买。所有的奖学金类别均涵盖保险费用（除本科新生奖学金外）。

关于保险相关事宜，作如下提示：

> 保险介绍

1. 团体综合保险名称：平安养老保险股份有限公司来华人员综合保险保障计划；
2. 团体综合保险保费：人民币800元/年（包括于您的奖学金中，无需自费购买）
3. 关于团体综合保险的具体条款、保险责任、理赔方式等信息，请登录www.lxbx.net查阅并下载相关资料。

> 关于理赔

生病或发生意外，第一时间拨打4008105119转1（24小时，双语服务），咨询就诊、住院费垫付、理赔报销等事宜。您也可以登陆www.lxbx.net下载相关文件资料。

> 联系方式

关于保险的更多信息，您可以登陆www.lxbx.net查询或致电24小时客户服务电话400-810-5119转1进行咨询。若有其他关于保险购买的问题，您也可以联系上海交通大学留学生服务中心：

徐汇校区： issc_xuhui@sjtu.edu.cn，021-62933305
(8:30am-17:00pm, 周一至周五, 假期时间另行通知)

闵行校区： issc_minhang@sjtu.edu.cn，021-34203955
(8:30am-17:00pm, 周一至周五, 假期时间另行通知)

签证办理

> 在境外的留学生

在中国境外的学生，需向中国驻外使领馆申请X1或X2签证入境。请您务必持X1或X2签证，在报到日前一周内入境。留学生需在本国所在的中国使馆或领事馆申请入华签证。申请签证所需要的提供的文件包括：

- A. 有效护照
- B. 录取通知书（原件）
- C. 外国留学生人员来华签证申请表（JW202/JW201表）

在您取回护照及领取入华签证的同时，请确保使馆把您的录取通知书及JW202/JW201表原件归还给您。

> 已在中国境内的留学生

学校只为报到后的学生办理签证延长事宜。已在中国境内的学生，如需提前办理签证，请在完成预缴学费（包括奖学金生）之后，于2016年7月1日起可至我校出入境管理与服务中心领取办理签证及居留许可的申请函。开学报到注册后再办理延长学生签证的手续。免学费的奖学金生将于注册日之后一个月内退还该预缴费用。

- 1) 若您在交大学习6个月以上，现已持有居留许可或居留许可过期不超过三个月（且在中国境内已经做过身体健康检查）者，请携带以下材料：
 - A. 护照原件
 - B. 《录取通知书》
 - C. 《临时住宿登记表》
 - D. 护照照片一张
 - E. 资金证明（由留学生本人自备，签证时可能要求提供）
- 2) 若您在交大学习6个月以上，现持非居留许可签证或居留许可过期已超过三个月的留学生，则需要将现有签证转换成学习类居留许可，请携带以下材料：
 - A. 护照原件
 - B. 《录取通知书》
 - C. 《临时住宿登记表》
 - D. 护照照片一张
 - E. 《境外人员体格检查记录验证证明》（具体见7健康检查章节）
 - F. 资金证明（由留学生本人自备，签证时可能要求提供）

> 联系方式

上海交通大学出入境管理与服务中心

Email: cgkvisa@sjtu.edu.cn

Tel: 86-21-34206748 /34207946（闵行校区）；86-21-62933818（徐汇校区）

健康检查

按中国政府相关法规要求，来华留学的留学生必须在指定的机构接受健康检查(或审核自检健康文件的有效性)。

凡入学上海交通大学学习的外国留学生，须在留学生发展中心指定的时间和地点接受健康检查。逾期未接受检查的留学生，须向体检机构预订时间，自行前往体检。

体检网上预约：<http://sithc.shciq.gov.cn/>

机构地点：上海市出入境检验检疫局国际旅行卫生保健中心（上海市金浜路15号）

留学生体检及验证需持证件及费用：

- A. 护照原件及复印件；
- B. 录取通知书原件及复印件；
- C. 护照照片（4张）；
- D. 体检费/验证费（人民币）：600元；
- E. 除上述材料外，验证还需要提供的资料：在中国境外体检的所有原始材料（医院盖章）（《外国人体格检查记录》（原件）、血液化验单（原件）等）（如在境外已参加过体检者）。验证合格者由保健中心出具《境外人员体格检查记录验证证明》。如不符合要求，须补充检查或重新进行健康检查，检查合格后保健中心出具《境外人员体格检查记录验证证明》。

注意：若您入境较早，可自行在 <http://sithc.shciq.gov.cn/sithcen/> 网上预约入境后的体检时间；若您在报到注册后至少有1个月的有效签证，学校开学十个工作日内也会安排校内统一体检。



开学典礼及入学教育

学位生

所有新生入学后需参加开学典礼和入学教育。

全校开学典礼时间：2016年9月11日（星期日）上午9:00

地点：闵行校区新体育馆

留学生入学教育时间、地点另行通知（详见报到流程单）。

非学位生

2016年秋季非学位生入学教育旨在为您提供一个了解交大的平台。我们将尽可能地为您提供帮助，以便您能尽快适应交大生活。

时间：2016年9月10日下午2:00。

地点：上海市闵行区东川路800号上海交通大学新行政楼B楼418室

注册账号

2016年10月1日前，新生可使用《录取通知书》上的学号在线自助注册jAccount账号，即上海交通大学统一的网络帐户。注册的网址为：<http://jaccount.sjtu.edu.cn/profile/apply.do>，咨询电话：86-21-34206060。注册成功后，研究生可凭jAccount账号登陆上海交通大学研究生管理信息系统（<http://www.yjs.sjtu.edu.cn/ssfw/login.jsp>）。

报到后第三到四周请务必登录学校教务信息系统，完成个人基本信息录核对及修改。

1、本科生请登录教务处教学信息系统：<http://electsys.sjtu.edu.cn/edu/>

2、研究生请登录研究生管理信息系统：<http://www.yjs.sjtu.edu.cn/ssfw/login.jsp>

如学生有任何有关学业及课程的问题，均可向各学院教务办公室咨询。具体联系方式可至各学院网站查询。

非学位生学业相关

学业指导

> 交换生选课指南

上海交通大学的选课系统有严格的时间限制，所有的交换生必须在开学第一周完成退选课。（除本硕通选外，即本科生选择研究生的课程，反之亦然。对于此类选课，时间将另作安排）

因此，您需要在选课截止日期之前完成选课。关于您的选课需求，请提前和院系老师沟通选课事宜，若您没有在规定时间内选好课，将自行承担后果。

根据规定，每一位交换生都应至少选择12个学分的课程。（因每门课有最大上限人数，请选择18-20学分作为备选课程），

本科生课程信息网：<http://ecc.sjtu.edu.cn/>

研究生课程信息网：<http://isc.sjtu.edu.cn/>

关于课程信息请参考以上链接，我们将在6月底之前上传最新版本至：<http://isc.sjtu.edu.cn>

> 汉语课程

A. 所有汉语水平为零基础的交流交换生选修每周4学时初级汉语课程（晚上上课）

（选课网址：<http://electsys.sjtu.edu.cn/edu/>）。

B. 校级交流交换生以及非学位奖学金生每周可以免费修读每周8学时汉语课程。该课程每周8学时，并设有不同的级别。相关课程通常在每学期的第一周开始。

> 成绩单邮寄

每位交换生在离开交大之前都需要在网上完成离校手续。之后我们将把成绩到寄送到你的母校。

A. 校际交换生

校际交换生成绩单将于下学期开学第一个月统一寄送。

寄送时间：秋季学期：3月到4月

春季学期：9月到10月

B. 非学位中国政府奖学金生

如需留学生发展中心帮助邮寄成绩单，需完成网上离校手续并备注。我们将通过平邮方式邮寄成绩单给您。否则，需要您本人去以下地址打印个人成绩单：

本科生课程：请前往教务处注册与学务中心打印成绩单（闵行校区新行政楼B楼108室）。

研究生课程：请前往研究生院国际化办公室打印成绩单（闵行校区陈瑞球楼331室）。

学籍管理

> 转专业申请

请慎重考虑您的转专业申请。若需转专业，请先向您的母校提出申请。得到母校同意后请在以下网站完成申请（<http://apply.sjtu.edu.cn/>）。

您的申请将由相关院系、教务处或研究生院以及留学生发展中心分别进行审核，若审核通过，则予以转换专业。此外，若无特殊原因，转换专业的要求将不予以考虑。

> 延长/缩短学制申请

请慎重考虑延长/缩短学制需求。如需延长/缩短学制，请先向您所在母校提出申请。得到母校同意后请在以下网站完成申请（<http://apply.sjtu.edu.cn/>）。

您的申请将由相关院系、教务处或研究生院以及留学生发展中心分别进行审核，若审核通过，则予以延长/缩短学制申请。此外，若无特殊原因，延长/缩短学制的要求将不予以考虑。

> 离校手续办理

离校前需在网页上(<http://apply.sjtu.edu.cn/>)上填写离校申请（含问卷调查以及选课信息）。

若未完成相关离校手续，将不予邮寄成绩单。

研究生汉语测试

研究生新生报到后，需参加学校组织的国际研究生汉语分级考试。

考试时间：2016年9月13日18:00至20:00，具体安排另行通知。

奖学金生相关事宜

奖学金生签到及生活费发放规定

为规范管理奖学金留学生签到和奖学金发放，经留学生管理相关部门研究决定，自2015年9月新学期开始，奖学金发放要求先签到、后发放，实行学期签到和每月签到制度，生活费按月发放；本规定所指奖学金为中国政府奖、上海市(A、B)奖、SJTU奖（所有类别）、上海交通大学本科奖（所有类别）、孔子学院奖学金以及长城公司奖。具体规定如下：

> 签到规定

- A. 学期签到：奖学金生本人每学期报到注册日起5个工作日内持校园卡至留学生发展中心签到，徐汇校区为报到注册点或桃李苑1001室，闵行校区为报到注册点或留学生发展中心综合事务办公室(新行政楼B807室)。
- B. 每月签到：完成学期签到的第二个月起实行每月签到，奖学金生本人一般为每月10日到15日的工作日内（如遇周末顺延）到所在学院留学生工作负责老师处签到。

> 签到细则

- A. 奖学金签到原则上不能补签；
- B. 因病无法按时签到，需告知学院，并递交医生证明、导师签字同意书；如遇参加国际会议、出差或科研项目等教学活动无法按时签到，需告知学院并递交情况说明书由导师签字同意；以上两种情况请学院根据学生实际情况进行审核后代为签到（注：请学院只在签到截止日前受理学生特殊情况处理；如遇学期签到，请学院将该类情况统一报告留学生发展中心）；此外，学生因个人原因请事假超过15天，奖学金停发一个月，请假手续按研究生院相关规定办理；
- C. 未签到奖学金生，奖学金将被停发。

> 生活费发放

A. 发放月份和时间

发放月份	发放时间
1月、2月：合并发放	1月10号以前
3月、4月：学期签到后合并发放	3月20号以前
5月、6月：按月发放	当月10号以前
7月、8月：合并发放	7月10号以前
9月、10月：学期签到后合并发放	9月30号以前
11月、12月：按月发放	当月10号以前

B. 说明

奖学金生住宿遵照《上海交通大学国际学生公寓住宿管理办法》及各类奖学金住宿补贴发放相关规定。已获得住宿补贴，但未按规定缴纳住宿费并拒不搬离宿舍的，将扣发生活费，直至抵扣全部住宿费。本规定最终解释权归留学生发展中心。

奖学金生2016-2017学年签到安排

签到	时间	签到地点	发放奖学金月份
2016-2017学年秋季学期学期签到	2016年9月9日~16日	报到注册点/新行政楼B807	2016年9月和10月
2016年10月月签到	2016年10月10日~14日	学院	2016年11月
2016年11月月签到	2016年11月11日~17日	学院	2016年12月
2016年12月月签到	2016年12月12日~16日	学院	2017年1月和2月
2016-2017学年春季学期学期签到	2017年2月20日~24日	报到注册点/新行政楼B807	2017年3月和4月
2017年4月月签到	2017年4月10日~14日	学院	2017年5月
2017年5月月签到	2017年5月2日~8日	学院	2017年6月
2017年6月月签到	2017年6月9日~15日	学院	2017年7月和8月
2017-2018学年秋季学期学期签到	2017年9月8日~15日	报到注册点/新行政楼B807	2017年9月和10月
2017年10月月签到	2017年10月9日~13日	学院	2017年11月
2017年11月月签到	2017年11月10日~16日	学院	2017年12月
2017年12月月签到	2017年12月11日~15日	学院	2018年1月和2月

交通指南

如何到达

上海交通大学有5个校区，闵行校区是主校区，另外还有徐汇校区、七宝校区、卢湾校区、长宁校区。不同校区之前有班车直接到达。

各校区地址为：

徐汇校区：上海市徐汇区华山路1954号，可以坐地铁1号线或者9号线到徐家汇站下，16号口出来，然后左转步行5~10分钟；

闵行校区：上海市东川路800号，可以坐地铁5号线到东川路站下，5号口出，步行10米到东川路地铁站公交站，坐江川5路3站，在东川路环路站下车；

七宝校区：上海市七莘路2678号，可以坐地铁9号线到七宝站下；

卢湾校区：上海市重庆南路227号，可以坐地铁10号线到新天地站下；

长宁校区：上海市法华镇路535号，可以坐地铁11号线或10号线到交通大学站下。

如何从机场、火车站前往上海交通大学：

新生到闵行校区报到，可以选择以下交通路线：

- 浦东国际机场，乘坐机场七线（单价20元）到终点站上海南站。在上海南站换乘轨道交通一号线到终点站莘庄站，站内换乘轨道交通五号线到东川路站下。出站搭乘出租车（起步9元）至闵行校区；也可转乘江川3路公交车到交大校门（东川路永平路站）下。
- 上海火车站、上海南站下车后，可乘地铁一号线至莘庄站，站内换乘轨道交通五号线至东川路站；再换乘江川3路或江川5路至交大站。若从地铁一号线莘庄站南广场出站，可换乘公交闵莘线至交大站下车。
- 上海虹桥枢纽站下车出站后步行约15分钟，可在虹桥东交通中心乘虹桥枢纽4路到东川路永平路站下车，即至交大闵行东川路校门。

新生到徐汇校区报到，可以选择以下交通路线：

- 浦东国际机场，坐地铁2号线到南京东路、换地铁10号线到交通大学站下。
- 从上海火车站、上海南站下车后，可乘地铁一号线至徐家汇站下车。
- 从上海虹桥枢纽站下车后，可乘地铁十号线至上海交通大学站下车。

（所示线路仅供参考。如有变动，以公共交通部门公布的最新信息为准）



SJTU Xuhui Campus Map
上海交大徐汇校区地图



徐汇校区



温馨提示
乘客持公共交通卡可在进站前30分钟内,在上海火车站站厅(1号线、3/4号线)、南京西路站(2号线、12号线、13号线)、龙华站(11号线、12号线)、虹桥2号航站楼站(2号线、10号线)进行一卡通充值,享受充值优惠。
单程票不设找零。



上海轨道交通网络示意图
SHANGHAI METRO NETWORK MAP

本图仅供参考
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联系我们

留学生发展中心

学位项目办公室

业务类型	办公电话	办公地址	邮箱
本科学位留学生招生	+86-21-54743244	新行政楼B100A	isc.d@sjtu.edu.cn

非学位项目办公室

业务类型	办公电话	办公地址	邮箱
交换生接收	+86-21-54744225	新行政楼B809	isc.exchange@sjtu.edu.cn
短期项目	+86-21-34205135	新行政楼B808	isc.mobility@sjtu.edu.cn

综合事务办公室

业务类型	办公电话	办公地址	邮箱
留学生奖学金年度评审、 发放, 学籍异动办理	+86-21-34203847	新行政楼B807	isc.o@sjtu.edu.cn

留学生服务中心

业务类型	办公电话	办公地址	邮箱
闵行校区住宿、活动、保险	+86-21-34203955	新行政楼B204	issc_minhang@sjtu.edu.cn
徐汇校区住宿、活动、保险	+86-21-62933305	徐汇桃李苑1007	issc_xuhui@sjtu.edu.cn

出入境管理管理与服务中心

业务类型	办公电话	办公地址	邮箱
留学生签证、体检管理, 来华签证申请等	+86-21-34206748	新行政楼B200	cgkvisa@sjtu.edu.cn

研究生院国际化办公室

业务类型	办公电话	办公地址	邮箱
硕士、博士留学生的招录、 管理、奖学金评审、交流 交换等	+86-21-34208238	陈瑞球楼331	iso.gs@sjtu.edu.cn



各院系留学生事务负责人联系方式, 请详见各院系网站。



留学交大信息平台 ABOUT STUDY@SJTU

关于留学生的新闻及通知, 都可以登陆留学交大网站以及微信公众号查看。

News, notification and information related to international students can be found on Study@SJTU website and ISC WeChat public platform.

留学交大网站 (Website):

<http://isc.sjtu.edu.cn>

留学交大微信公众号 (Follow us on Wechat):





亲爱的新交大人：
Dear New SJTUers:

想提前知道交大的点点滴滴么？想提前获得各类有关留学生的服务信息么？想提前对交大丰富的活动有进一步的了解么？赶快来扫一扫下面的二维码吧！

Do you want to know interesting things about SJTU? Do you want to acquire services information about international students? Do you want to get knowledge about SJTU's various activities? DO NOT HESITATE! Scan these QR Code!

上海交通大学留学生发展中心
International Student Center, Shanghai Jiao Tong University
2016年5月
May 2016



上海交通大学官方微信
SJTU Official WeChat Platform



交大移动APP下载
APP Download - SJTU Mobile



留学生服务中心微信
International Service Center WeChat



同去网
—官方活动发布平台
Tongqu.me - Official Platform for
Activities in SJTU Campus



上海交大生活
—餐饮、交通、水电、医疗等
Life in SJTU WeChat - Food,
Transportation, Water & Electricity,
Health Care, etc.



图书馆订阅号
Library Subscriptions WeChat

外国人体格检查表

FOREIGNER PHYSICAL EXAMINATION FORM



姓名 Name 性别 Sex 男 Male 女 Female 出生日期 Birthday

照片
(加盖检查单位印章)

现在通讯地址 Present mailing address

Photo
(Stamped Official
Stamp)

国籍或地区 Nationality (or Area) 出生地 Birth place 血型 Blood type

过去是否患有下列疾病：(每项后面请回答“否”或“是”)
Have you ever had any of the following diseases?
(Each item must be answered "Yes" or "No")

- | | | | |
|--|--|--|--|
| 班疹伤寒 Typhus fever | <input type="checkbox"/> No <input type="checkbox"/> Yes | 菌痢 Bacillary dysentery | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| 小儿麻痹症 Poliomyelitis | <input type="checkbox"/> No <input type="checkbox"/> Yes | 布氏杆菌病 Brucellosis | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| 白喉 Diphtheria | <input type="checkbox"/> No <input type="checkbox"/> Yes | 病毒性肝炎 Viral hepatitis | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| 猩红热 Scarlet fever | <input type="checkbox"/> No <input type="checkbox"/> Yes | 产褥期链球菌 Puerperal streptococcus infection | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| 回归热 Relapsing fever | <input type="checkbox"/> No <input type="checkbox"/> Yes | 菌感染 | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| 伤寒和付伤寒 Typhoid and paratyphoid fever | <input type="checkbox"/> No <input type="checkbox"/> Yes | | |
| 流行性脑脊髓膜炎 Epidemic cerebrospinal meningitis | <input type="checkbox"/> No <input type="checkbox"/> Yes | | |

是否患有下列危及公共秩序和安全的病症：(每项后面请回答“否”或“是”)
Do you have any of the following diseases or disorders endangering the public order and security?
(Each item must be answered "Yes" or "No")

- | | | | |
|-----------------------|--|------------------------|--|
| 毒物瘾 Toxicomania | <input type="checkbox"/> No <input type="checkbox"/> Yes | 精神病 Psychosis: | |
| 精神错乱 Mental confusion | <input type="checkbox"/> No <input type="checkbox"/> Yes | 躁狂型 Manic psychosis | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| | | 妄想型 Paranoid psychosis | <input type="checkbox"/> No <input type="checkbox"/> Yes |
| | | 幻觉型 Hallucinatory | <input type="checkbox"/> No <input type="checkbox"/> Yes |

身高(厘米) Height (CM) 体重(公斤) Weight (Kg) 血压(毫米汞柱) Blood pressure (mmHg)

发育情况 Development 营养情况 Nourishment 颈部 Neck

视力 左 L 矫正视力 左 L 眼 Eyes
右 R 右 R

辨色力 Colour sense 皮肤 Skin 淋巴结 Lymph nodes

耳 Ears 鼻 Nose 扁桃体 Tonsils

心 Heart 肺 Lungs 腹部 Abdomen

脊柱 Spine 四肢 Extremities 神经系统 Nervous system

其他所见 Other abnormal findings

胸部X线检查结果
(附检查报告单)

Chest X-ray exam
(attached chest X-ray
report)

心电图
ECC

化验室检查
(包括艾滋病、梅毒等血清学检查)

Laboratory exam
(attached test report of AIDS, Syphilis etc)

未发现患有下列检疫传染病和危害公共健康的疾病:
None of the following diseases of disorders found during the present examination.

霍乱	Cholera	性病	Venereal Disease
黄热病	Yellow fever	肺结核	Lung tuberculosis
鼠疫	Plague	艾滋病	AIDS
麻风	Leprosy	精神病	Psychosis

意见
Suggestion

检查单位盖章
Official Stamp

医师签字
Signature of physician

日期
Date

2016 SJTU
New International
Student Guide

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SJTU



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System Log-in

- > Application website: <http://apply.sjtu.edu.cn>
- > Please log in the system with your application account and complete the registration process.
- > If you don't have an account, please log in with your student ID. The password is the last six digits of your passport NO.
- > If you cannot log in the system, please contact with the International Student Center directly.

Contact Information

Degree Affairs Office of International Student Center
Email: isc.d@sjtu.edu.cn Tel: 86-21-54743244
International Mobility Office of International Student Center
Email: isc.exchange@sjtu.edu.cn Tel: 86-21-54744225

Registration

For Degree Students

New international students are REQUIRED to complete the registration process at designated time and place on the admission notice. It is mandatory to contact in advance if you are not able to register on time. Students who fail to register within two weeks after the day of registration without any permission from SJTU will be regarded as surrendering the admission from SJTU.

- Undergraduate student: please send email to isc.o@sjtu.edu.cn;
- Graduate student: please send email to iso.gs@sjtu.edu.cn.

> Online Reservation

Step 1: Please log in the application system <http://apply.sjtu.edu.cn/> from July 1st to August 31st and reserve your specific registration time period.

Step 2: Upload one of your certificate photos for making Student ID Card (jpg, 2.2*2.8cm, 300 pixel, ≤10k)

Step 3: Upload the scan of your passport for applying bankcard of Bank of China. The bank card will be used for paying tuition fee and receiving living allowance (for scholarship students). Please make sure that the passport you upload is the one you will use after entering SJTU.

> Onsite Registration

You should register with the Admission Notice, Passport, Visa Application for Study in China (JW202/201), Graduation and Degree Certificate at the designated places (see the admission letter) within the specific time period you have reserved. Please contact with us in advance if you are not able to register on your scheduled time. If you fail to register within two weeks after the registration day without the permission of SJTU, you will be regarded as rejecting your admission offer.

> Contact Information

Degree Affairs Office of International Student Center
Email: isc.d@sjtu.edu.cn Tel: 86-21-54743244



For Non-degree Students

You need to complete the university registration firstly and then register at your school or college within one week after your arrival. The locations of school registration will be noted on the welcome package.

If you cannot register on time, please submit a formal request to the International Mobility Office before July 31, 2016 by email. (Email: isc.exchange@sjtu.edu.cn). You cannot arrive late unless your request is granted. If you fail to register within two weeks after the day of registration without the permission of university, it will be assumed that you are giving up your place.

Meanwhile, if you need to register courses, please contact your school/college at SJTU immediately; otherwise, you will miss the deadline and cannot enroll enough credits.

> University Registration

There are two separate locations where you can complete the University registration process – one is on Xuhui campus and one is on Minhang campus (see below for details). For your registration location, please refer to your admission notice.

Please arrange a convenient time from 1st July till 31th August to make an online reservation for registration on the following website (apply.sjtu.edu.cn) and make sure that you register on time. You must complete registration at your school within one week after registering with the University. For detailed information regarding ways to make online registration, please refer to 2.1 "Online Reservation".

Xuhui Campus

Time: From 8:30 to 16:00 on 8 September, 2016

Location: Room 1001, Tao Li Yuan, No. 655 Fanyu Road, Xuhui District, Shanghai

Minhang Campus

Time: From 8:30 to 16:00 on 9 September, 2016

Location: Lobby of the New Admin. Bldg. B, No.800 Dongchuan Rd., Minhang District, Shanghai

> School Registration

When you have completed registration with the university, please register at your school or department at SJTU.

> For documents you need to bring for the registration, please refer to your admission notice.

> Contact

International Mobility Office of International Student Center

Email: isc.exchange@sjtu.edu.cn Tel: 86-21-54744225

Tuition Payment

> Tuition Plan for International Students

A General Degree Programs

Tuition for one Academic Year: (CNY)

Bachelor ¥ 24,800 Master's ¥ 28,900 PhD ¥ 45,500

B Special Graduate Programs for Students with Type B/C/D Scholarships

The tuition of special graduate programs are listed below. For international students admitted in the special graduate programs with Type B/C/D Scholarships, the scholarship will cover the standard tuition (28,900/Year for master programs and 45,500/Year for Ph.D. programs), and students need to pay the fees which are not covered in standard tuition.

Special Graduate Programs and Tuition

School	Program	Tuition	Contact
Antai College of Economics & Management	Master of International Business	64,000 RMB/Year	Tel: +86-21-52301031 liuxfei@sjtu.edu.cn Tel: +86-21-52301352 jingzhou@sjtu.edu.cn
Antai College of Economics & Management	International MBA	104,000 RMB/Year	Tel: +86-21-52302513 linfeng1014@sjtu.edu.cn
KoGuan Law School	L.L.M. in Chinese Law	100,000 RMB for first year; 50,000 RMB for second year	Tel: +86-21-62934433 llmprogram@sjtu.edu.cn
Shanghai Advanced Institute of Finance	Master of Finance	94,000 RMB/Year	Tel: +86-21-62932903 zychen2@saif.sjtu.edu.cn
Shanghai Advanced Institute of Finance	Full-time Finance MBA	408,000 RMB In total	Tel: +86-21-62932328 xxqiao@saif.sjtu.edu.cn

> Payment Period

June 1st, 2016 – August 1st, 2016

> Payment Method

Please log in the application system <http://apply.sjtu.edu.cn/> and select one of the payment methods from "Online Payment" and "Bank Transfer".

(It's also acceptable to pay by cash or bankcard on the day of registration, if you're not able to complete the payment within the time limit. But we strongly suggest you to finish the payment in advance to avoid waiting in line.)

> Contact

General Office of International Student Center

Email: isc.o@sjtu.edu.cn Tel: 86-21-34203849

Accommodation

- > Students applying for on-campus accommodation should make online reservation and pay the accommodation fee. For details, please see "Notice on the Accommodation Reservation for International Students".
- > Students living off-campus should register at the International Service Center and fill in the "Registration Form for International Students Living off Campus". Meanwhile, by the law of PRC, for foreigners who reside or stay in domiciles other than hotels, they or the persons who accommodate them shall, within 24 hours after the foreigners' arrival, go through the registration formalities with the public security organs in the places of residence. For details, please see "The Special Notification on the Off-Campus Accommodation Registration".
- > Contact Information
International Service Center
Minhang Campus: issc_minhang@sjtu.edu.cn +86-21-34203955
Xuhui Campus: issc_xuhui@sjtu.edu.cn +86-21-62933305



The Introduction of On-campus Accommodation for International Student

> The Dormitory Buildings for International Student

There are 8 dormitory buildings for international student on Minhang and Xuhui Campus and the names of the buildings are listed as follows:

CAMPUS	NAME
Xuhui	No.9 Dorm Building
Xuhui	Lianxing Building
Xuhui	Asian Youth Center (Tao Li Yuan)
Minhang	No.8 Dorm Building
Minhang	No.9 Dorm Building
Minhang	No.10 Dorm Building
Minhang	No.12 Dorm Building
Minhang	No.51 Dorm Building

The equipments and facilities in dormitory vary from room types, buildings and campus, however, air-conditioner, telephone, cable television, self-laundry and internet access service are provided in all dorm rooms and buildings. Moreover, the basic furniture such as bed, desk, chair, wardrobe and bed textiles such as bed linen, pillow, quilt and mattress are also offered for free use. Lianxing Building, Asian Youth Center (Tao Li Yuan) on Xuhui Campus and No. 8, 9, 10 Dorm Building are equipped with individual bathrooms. No.9 Dorm Building on Xuhui Campus and No.12, 51 Dorm Building on Minhang Campus are equipped with shared bathrooms. Moreover, 24-hour hot water is provided in all bathrooms in dorm building.

> **Accommodation Fee Rate for International Student (Unit: RMB Yuan/Person)**

BUILDING NAME	ROOM LOCATION	ROOM TYPE	SHORT STAY (LESS THAN 80 DAYS, PAY BY DAY)	LONG STAY (MORE THAN 80 DAYS)	
				AUTUMN AND SPRING SEMESTER, PAY BY SEMESTER	VACATIONS AND SUMMER SEMESTER, PAY BY DAY
Lianxing Bldg., Xuhui	South/North Bldg.	Single	120	9300	70
Bldg. No. 9, Xuhui		Single	130	9900	75
		Double	65	4600	35
Asian Youth Center (Tao Li Yuan), Xuhui	East Bldg.	Single	150	11900	90
		Double	80	6600	50
	West Bldg. North Bldg.	Single	140	10600	80
		Double	80	6600	50
Bldg. No. 8, Minhang		Double	60	5100	40
		Single on 6th floor	110	9300	70
Bldg. No. 9, Minhang		Double	60	5100	40
Bldg. No. 10, Minhang		Single	105	9000	70
Bldg. No. 12, Minhang		Double	50	4500	35
		Single	80	6600	50
Bldg. No. 51, Minhang		Double	50	4500	35

> **The rules of Reservation for International Student Accommodation**

1. All international students officially enrolled by SJTU are required to login to the online reservation system to make a reservation (except for some certain programs with agreements in advance) (the website of the system is <http://dorm.sjtu.edu.cn>). Generally, the student without a successful online reservation is not to be arranged for on-campus accommodation.
2. A successful online reservation will expire two weeks after the registration date. Also, the online reservation of the student who doesn't register on time without application in advance for late arrival will be cancelled automatically.
3. After confirming the reservation, student should pay the full amount of fee by online payment within the certain time period or the reservation will be cancelled automatically.
4. The notice on the date, payment and details of online reservation will be delivered with the admission notice and the enrolled students are required to make online reservation after reading the notice carefully.



> **The Frequently-Asked Questions about Accommodation**

1. **Can I move into the dorm room earlier than the registration day if with a successful reservation?**
All new students are allowed to check in maximum 3 days prior to the registration date printed on the admission letter according to the relevant regulations of our university. For example, you are allowed to move into the dorm room after Sept. 10th if your registration date on the admission letter is Sept. 13th. Before moving into the dorm on campus, you could stay in hotel near campus for your early arrival.
All students living on Campus are required to check in and register within 24 hours after arrival with valid credentials whether the student move into dorm room earlier or on the registration date. The information about check-in and registration is listed as follows:

CAMPUS	CHECK-IN VENUE	OFFICE HOURS	TEL.
Minhang	Room 109, Dorm Building No.8	8:30-11:30 am, 13:30-17:00 pm, Mon. to Fri.	+86-21-54743346
Xuhui	Reception Desk, Asian Youth Center (Tao Li Yuan)	8:30-11:30 am, 13:30-17:00 pm, Mon. to Fri.	+86-21-62933296

From the year of 2015, most of international students with a successful online reservation will be informed the dorm room number before arrival. If you arrive at the non-office time, you are allowed to get the room key from the manager of your dorm building and move into the room in advance and check in on the next working day.



2. What should I do if I fail to make an online reservation?

The student without a successful online reservation is not to be arranged for on-campus accommodation by the policy of the university. Therefore, you should prepare for the off-campus accommodation before your arrival. The information for the student without a successful online reservation about off-campus accommodation is listed as follows:

CAMPUS	TYPE	NAME	ADDRESS	TEL.	WEBSITE
Minhang	Hotel	Motel 168	No.213, Humin Rd., Minhang	+86-21-64355790 or +86-4008203333	http://www.homeinns.com/motel
Minhang	Hotel	Jingjiang Inn	No.319, Humin Rd., Minhang	+86-21-51101999 or +86-4008209999	http://www.jinjianginns.com/
Minhang	Hotel on campus	Academic Exchange Center	On Minhang Campus	+86-21-54740800	
Xuhui	Hotel	Hanting Hotel	No.955, Panyu Rd., Xuhui	+86-21-64480808 or +86-4008121121	http://www.huazhu.com/hanting
Xuhui	Hotel	Ibis Hotel	No.858, Panyu Rd., Xuhui	+86-21-62838800 or +86-4006001615	http://www.ibis.com/
Xuhui	Hotel	Xihua Business Hotel	No.1, West Huaihai Rd., Changning	+86-21-52585656	
Xuhui	Hotel on campus	Faculty Club	On Xuhui Campus	+86-21-62822822	
	Agency	Wo Ai Wo Jia Real Estate		+86-4008515515	http://sh.5i5j.com/
	Agency	Zhong Yuan Real Estate		+86-4008188808	http://sh.centanet.com/

3. Am I required to register if I live off campus?

All foreigners are required to register his or her address of accommodation in the local police station after arrival within 24 hours by Chinese law. Meanwhile, the student living off campus should register his or her address and local contact in the International Student Service Center of SJTU as soon as possible. The information about off-campus accommodation registration is listed as follows:

CAMPUS	REGISTRATION VENUE	OFFICE HOURS	TEL.
Minhang	Room B202-204, New Admin. Building	8:30-11:30 am, 13:30-17:00 pm, Mon. to Fri.	+86-21-34203955
Xuhui	Desk 6, Room 1001, Asian Youth Center (Tao Li Yuan)	8:30-11:30 am, 13:30-17:00 pm, Mon. to Fri.	+86-21-62933296

4. How do I commute between Xuhui and Minhang Campus?

The inter-campus shuttle bus service is provided for all students and teachers. Getting on and off the bus at the stop on campus, you usually spend about 40 minutes from one campus to another. Of course, you could also choose public transportation such like metro line 5 and line 1 or bus.

5. How can I contact you?

International Student Service Center of SJTU is in charge of the reservation, arrangement and daily management of accommodation for international students. If you have any questions about accommodation, you are welcome to contact us by phone or E-mail:
 Minhang Campus: +86-21-34203955, 34202734, issc_minhang@sjtu.edu.cn
 Xuhui Campus: +86-21-62933305, 62933296, issc_xuhui@sjtu.edu.cn

Notice on the Accommodation Reservation for International Students (Type I)

* For students with scholarship covering accommodation subsidy

Dear International Student,
Hello! Welcome to Shanghai Jiao Tong University! International students applying for on-campus accommodation are required to book dormitory online. The information in detail is as follows.

> Reservation

- (1) Time Period of Reservation: 9:00 am, July 5th to 16:30 pm, July 7th, 2016 (Beijing Time, GMT+8)
- (2) Website: <http://dorm.sjtu.edu.cn>
- (3) User name: Student ID (On the admission notice)
- (4) Password: The last six digits or letters of your passport number (From left to right, for example, if your passport number is AK5123B4, and then your password is 5123B4. If your passport number is less than six digits or letters, then add 0 before the first digit of number until the number is six digits or letters, for example, if your passport number is 1236, and then your password is 001236. If you don't have passport number, your password is your birth date with format as: YYYYMMDD)
- (5) Please read detailed reservation procedures on the webpage before you make reservation.

> Accommodation Subsidy

The university would like to provide a wider range of housing selection to the student with scholarship covering accommodation subsidy (the scholarship student as abbreviation in following part) so that you could choose the dormitory freely in different prices and types and you could also look for an off-campus residence. The information about accommodation subsidy policy for the scholarship student is listed as follows

- (1) The scholarship students should pay on-campus accommodation fee by themselves according to the selected room type. (See more details on the back)
- (2) The student with scholarship covering accommodation subsidy will receive the accommodation subsidy monthly from SJTU. The subsidy rate is: PhD Student and Senior Scholar 1500 Yuan/month, Master Student and General Scholar 1200 Yuan/month, Undergraduate and Confucius School Scholarship-funded Student 1000 Yuan/month. The subsidy is offered in 12 months of one year and in compliance with the duration of the scholarship.
- (3) The university provides the initial subsidy covering from Sept. to Jan. of next year in this Oct. (5 months in total). Afterwards, the university provides the subsidy covering from Feb. of next year to June of next year in every December (5 months in total) and the subsidy covering from July to Jan. of next year in every June (7 months in total).

> Payment Introductions

You should finish your payment online to finish your reservation. Some suggestions are listed as follow:

- (1) You are required to pay the full amount of the accommodation fee before you finish the reservation. The reservation shall NOT be valid unless the fee is paid fully and successfully.
- (2) The online payment should be completed within 48 hours after confirming the reservation, or the system will cancel your reservation automatically.
- (3) You are required to bear one or more bank cards with logo such like Union Pay, Master, Visa, JCB, American Express and etc. Moreover, you should ensure the function of online payment of your bank card works and your credit card has the sufficient balance. You are allowed to use only one bank card to finish payment.
- (4) Some extra commission fee will be charged by the bank if you finish payment by the international credit card (Master, Visa, JCB, American Express and etc.). Therefore you are recommended to pay by the Union Pay card to avoid the extra commission fee.
- (5) You are recommended to use Internet Explorer to make reservation and pay the accommodation fee. You could refresh the webpage or change other web explorer in case of webpage errors.
- (6) After finishing the payment, please wait patiently until the success webpage pops up. You should click "Booking record" to confirm the result if your reservation is successful.
- (7) If you are not able to finish payment online in your country or region, please contact us by E-mail and we will help you finish payment by the other method.

> Other important information

- (1) You are allowed to move into the dorm up to 3 days prior to the registration date on the admission notice if you have a successful reservation and your admission notice and passport are required to be verified by staff before your moving. The reservation is valid until Sept.25th, 2016 for the fall semester of 2016 and will be cancelled automatically in case that you don't check in after that time.
- (2) You could look up more information about on-campus accommodation on the reservation webpage. A successful reservation indicates you are aware of and agree all accommodation regulations and policies of SJTU and you are required to sign a housing contract with SJTU when you check in.
- (3) As the dormitories on campus are limited, you are suggested to make your reservation as early as possible, or you could be NOT allowed to move into the dormitory in the fall semester of 2016.
- (4) Please take care of religious issue if you would like to choose a double room with a roommate.
- (5) If you have financial or other problems, you are welcomed to contact International Student Service Center. We would like to do our best to help every excellent freshman to kick off an academic career in SJTU.

- > **Xuhui Campus:** issc_xuhui@sjtu.edu.cn, +86-21-62933305
Minhang Campus: issc_minhang@sjtu.edu.cn, +86-21-34203955

THE COMPARISON OF THE ACCOMMODATION SUBSIDY AND FEE

RMB YUAN

Minhang

STUDENT TYPE AND SUBSIDY AMOUNT	ROOM TYPE	PRICE FOR SPRING AND FALL SEMESTER	PRICE FOR SUMMER SESSION AND VACATION (BY DAY)	IF YOU STAY IN WHOLE YEAR			IF YOU STAY IN SPRING, FALL SEMESTER AND SUMMER SESSION			IF YOU STAY IN SPRING, FALL SEMESTER		
				HOUSING FEE	EXTRA AMOUNT YOU PAY	EARNINGS YOU GET	HOUSING FEE	EXTRA AMOUNT YOU PAY	EARNINGS YOU GET	HOUSING FEE	EXTRA AMOUNT YOU PAY	EARNINGS YOU GET
Ph.D Student and Senior Scholar: 1500 yuan/month, 18000 yuan/year	Minhang No.8, Double	5100	40	14680	/	3320	11320	/	6680	10200	/	7800
	Minhang No.8, Single	9300	70	26440	8440	/	20560	2560	/	18600	600	/
	Minhang No.9, Double	5100	40	14680	/	3320	11320	/	6680	10200	/	7800
	Minhang No.10, Single	9000	70	25840	7840	/	19960	1960	/	18000	0	0
	Minhang No.12, Double	4500	35	12920	/	5080	9980	/	8020	9000	/	9000
	Minhang No.12, Single	6600	50	18800	800	/	14600	/	3400	13200	/	4800
	Minhang No.51, Double	4500	35	12920	/	5080	9980	/	8020	9000	/	9000
Master Student and General Scholar: 1200 yuan/month, 14400 yuan/year	Minhang No.8, Double	5100	40	14680	280	/	11320	/	3080	10200	/	4200
	Minhang No.8, Single	9300	70	26440	12040	/	20560	6160	/	18600	4200	/
	Minhang No.9, Double	5100	40	14680	280	/	11320	/	3080	10200	/	4200
	Minhang No.10, Single	9000	70	25840	11440	/	19960	5560	/	18000	3600	/
	Minhang No.12, Double	4500	35	12920	/	1480	9980	/	4420	9000	/	5400
	Minhang No.12, Single	6600	50	18800	4400	/	14600	200	/	13200	/	1200
	Minhang No.51, Double	4500	35	12920	/	1480	9980	/	4420	9000	/	5400
Undergraduate and Confucius School Scholarship-funded Student: 1000 yuan/month, 12000 yuan/year	Minhang No.8, Double	5100	40	14680	2680	/	11320	/	680	10200	/	1800
	Minhang No.8, Single	9300	70	26440	14440	/	20560	8560	/	18600	6600	/
	Minhang No.9, Double	5100	40	14680	2680	/	11320	/	680	10200	/	1800
	Minhang No.10, Single	9000	70	25840	13840	/	19960	7960	/	18000	6000	/
	Minhang No.12, Double	4500	35	12920	920	/	9980	/	2020	9000	/	3000
	Minhang No.12, Single	6600	50	18800	6800	/	14600	2600	/	13200	1200	/
	Minhang No.51, Double	4500	35	12920	920	/	9980	/	2020	9000	/	3000

Xuhui

STUDENT TYPE AND SUBSIDY AMOUNT	ROOM TYPE	PRICE FOR SPRING AND FALL SEMESTER	PRICE FOR SUMMER SESSION AND VACATION (BY DAY)	IF YOU STAY IN WHOLE YEAR			IF YOU STAY IN SPRING, FALL SEMESTER AND SUMMER SESSION			IF YOU STAY IN SPRING, FALL SEMESTER		
				HOUSING FEE	EXTRA AMOUNT YOU PAY	EARNINGS YOU GET	HOUSING FEE	EXTRA AMOUNT YOU PAY	EARNINGS YOU GET	HOUSING FEE	EXTRA AMOUNT YOU PAY	EARNINGS YOU GET
Ph.D Student and Senior Scholar: 1500 yuan/month, 18000 yuan/year	Lianxing, Single	9300	70	26440	8440	/	20560	2560	/	18600	600	/
	Xuhui No.9, Single	9900	75	28200	10200	/	21900	3900	/	19800	1800	/
	Xuhui No.9, Double	4600	35	13120	/	4880	10180	/	7820	9200	/	8800
	Tao Li Yuan, Single A	10600	80	30160	12160	/	23440	5440	/	21200	3200	/
	Tao Li Yuan, Single B	11900	90	33880	15880	/	26320	8320	/	23800	5800	/
	Tao Li Yuan, Double	6600	80	18800	800	/	14600	/	3400	13200	/	4800
	Master Student and General Scholar: 1200 yuan/month, 14400 yuan/year	Lianxing, Single	9300	70	26440	12040	/	20560	6160	/	18600	4200
Xuhui No.9, Single		9900	75	28200	13800	/	21900	7500	/	19800	5400	/
Xuhui No.9, Double		4600	35	13120	/	1280	10180	/	4220	9200	/	5200
Tao Li Yuan, Single A		10600	80	30160	15760	/	23440	9040	/	21200	6800	/
Tao Li Yuan, Single B		11900	90	33880	19480	/	26320	11920	/	23800	9400	/
Tao Li Yuan, Double		6600	80	18800	4400	/	14600	200	/	13200	/	1200
Undergraduate and Confucius School Scholarship-funded Student: 1000 yuan/month, 12000 yuan/year		Lianxing, Single	9300	70	26440	14440	/	20560	8560	/	18600	6600
	Xuhui No.9, Single	9900	75	28200	16200	/	21900	9900	/	19800	7800	/
	Xuhui No.9, Double	4600	35	13120	1120	/	10180	/	1820	9200	/	2800
	Tao Li Yuan, Single A	10600	80	30160	18160	/	23440	11440	/	21200	9200	/
	Tao Li Yuan, Single B	11900	90	33880	21880	/	26320	14320	/	23800	11800	/
	Tao Li Yuan, Double	6600	80	18800	6800	/	14600	2600	/	13200	1200	/

Notice on the Accommodation Reservation for International Students (Type II)

* For all students without accommodation subsidy

Dear International Student,
Hello! Welcome to Shanghai Jiao Tong University! International students applying for on-campus accommodation are required to book dormitory online. The information in detail is as follows.

> Reservation

- (1) Time Period of Reservation: 9:00 am, July 12th to 16:30 pm, July 14th, 2016 (Beijing Time, GMT+8)
- (2) Website: <http://dorm.sjtu.edu.cn>
- (3) User name: Student ID (On the admission notice)
- (4) Password: The last six digits or letters of your passport number (From left to right, for example, if your passport number is AK5123B4, and then your password is 5123B4. If your passport number is less than six digits or letters, then add 0 before the first digit of number until the number is six digits or letters, for example, if your passport number is 1236, and then your password is 001236. If you don't have passport number, your password is your birth date with format as: YYYYMMDD)
- (5) Please read detailed reservation procedures on the webpage before you make reservation.

> Payment Introductions

You should finish your payment online to finish your reservation. Some suggestions are listed as follow:

- (1) You are required to pay the full amount of the accommodation fee before you finish the reservation. The reservation shall NOT be valid unless the fee is paid fully and successfully.
- (2) The online payment should be completed within 48 hours after confirming the reservation, or the system will cancel your reservation automatically.
- (3) You are required to bear one or more bank cards with logo such like Union Pay, Master, Visa, JCB, American Express and etc. Moreover, you should ensure the function of online payment of your bank card works and your credit card has the sufficient balance. You are allowed use only one bank card to finish payment.
- (4) Some extra commission fee will be charged by the bank if you finish payment by the international credit card (Master, Visa, JCB, American Express and etc.). Therefore you are recommended to pay by the Union Pay card to avoid the extra commission fee.
- (5) You are recommended to use Internet Explorer to make reservation and pay the accommodation fee. You could refresh the webpage or change other web explorer in case of webpage errors.
- (6) After finishing the payment, please wait patiently until the success webpage pops up. You should click "Booking record" to confirm the result if your reservation is successful.
- (7) If you are not able to finish payment online in your country or region, please contact us by E-mail and we will help you finish payment by the other method.

> Other important information

- (1) You are allowed to move into the dorm up to 3 days prior to the registration date on the admission notice if you have a successful reservation and your admission notice and passport are required to be verified by staff before your moving. The reservation is valid until Sept. 25th, 2016 for the fall semester of 2016 and will be cancelled automatically in case that you don't check in after that time.
- (2) You could look up more information about on-campus accommodation on the reservation webpage. A successful reservation indicates you are aware of and agree all accommodation regulations and policies of SJTU and you are required to sign a housing contract with SJTU when you check in.
- (3) As the dormitories on campus are limited, you are suggested to make your reservation as early as possible, or you could be NOT allowed to move into the dormitory in the fall semester of 2016.
- (4) Please take care of religious issue if you would like to choose a double room with a roommate.
- (5) If you have any problems, you are welcomed to contact International Student Service Center.

> **Xuhui Campus:** issc_xuhui@sjtu.edu.cn, +86-21-62933305
Minhang Campus: issc_minhang@sjtu.edu.cn, +86-21-34203955

The Special Notification on the Off-Campus Accommodation Registration

Dear international students:

Hello! According to **the Article 39 of Exit and Entry Administration Law of PRC:** Where foreigners stay in hotels in China, the hotels shall register their accommodation in accordance with the regulations on the public security administration of the hotel industry, and submit foreigners' accommodation registration information to the public security organs in the places where the hotels are located. **For foreigners who reside or stay in domiciles other than hotels, they or the persons who accommodate them shall, within 24 hours after the foreigners' arrival, go through the registration formalities with the public security organs in the places of residence.**

Meanwhile, **the student living off campus should register the address and local contact in the International Student Service Center of SJTU as soon as possible** according to the regulations of SJTU. The information about off-campus accommodation registration is listed as follows:

CAMPUS	REGISTRATION VENUE	OFFICE HOURS	TEL.
Minhang	Room B202-204, New Admin. Building	8:30-11:30 am, 13:30-17:00 pm, Mon. to Fri.	+86-21-34203955
Xuhui	Desk 6, Room 1001, Asian Youth Center (Tao Li Yuan)	8:30-11:30 am, 13:30-17:00 pm, Mon. to Fri.	+86-21-62933296

Health Insurance



Notice on the Insurance Purchase of International Student

Dear International Student:

Hello! The relevant regulations by the Ministry of Education of People's Republic of China and the Management Regulations for International Student of SJTU require that:

1. All international students of SJTU with study duration over 6 months should purchase the group comprehensive insurance in Mainland China.
2. The insurance contract or certificate is necessary document for registration of every semester.
3. All individual insurance contracts are NOT acceptable for the registration in SJTU and application of residence permit.
4. The student without valid group comprehensive insurance will NOT be allowed to register in a new semester.
5. The international students with study duration less than 6 months are also strongly recommended to purchase the group comprehensive insurance

The detailed information on the purchase of group comprehensive insurance is as follows:

> Introduction of the Group Comprehensive Insurance

1. The name of the group comprehensive insurance: Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.
2. The premium of the group comprehensive insurance: RMB800/one year, RMB400/half year
3. Please log in www.lxbx.net to look up and download the detailed information on the group comprehensive insurance such like the articles, insurance liabilities, insurance claims etc.

> Introductions of Purchase

1. Please log in www.lxbx.net and purchase the insurance through the online payment from Aug. 1st to Sept. 4th, 2016.
2. You are required to download and print the insurance information including service number after the payment and submit on the registration day.
3. If your insurance record is not found in the system when you login or you fail to complete the purchase before the registration, you may purchase the insurance on the registration date in the International Student Service Center (See location and contacts in Part III). It could cost you long time on the registration date.
4. The student without valid insurance will NOT be registered by the university according to the relevant regulations.

> Contacts

For more detailed information on the insurance, please visit the website www.lxbx.net or call 24-hour hotline 400-810-5119 (press 1). You also could contact International Student Service Center, SJTU to consult with more issues of insurance purchase. (The office time in vacation is subject to further notice)

Xuhui Campus: issc_xuhui@sjtu.edu.cn, 021-62933305 (8:30am-17:00pm, Mon.- Fri.)

Minhang Campus: issc_minhang@sjtu.edu.cn, 021-34203955 (8:30am-17:00pm, Mon.- Fri.)

> Insurance Claim

Please dial 4008105119-1 (24-hour, bilingual) as soon as possible in case of any health problems and emergencies to consult issues regarding with the medical treatment, advance payment for hospitalization, insurance claim and so on. You also could login www.lxbx.net to download the relevant documents.

> Insurance Premium

Insurance Liabilities	Insurance Amount (Yuan) RMB	Age 6-69 (International Student)	
		Insurance Premium (Yuan per half a year per person)	Insurance Premium (Yuan per year per person)
Liability for Death + Accidental Disability	100000	400	800
Medical Treatment for Accidental Injury	20000		
Medical Treatment for Outpatient and Emergency (With the daily limit of RMB600, beyond the start to pay limit of RMB650, the insured can cover 85% of reimbursement)	20000		
Hospitalization Medical Treatment	400000		

Note: The insurance program information is subject to the update of Ping Annuity Insurance Company, Ltd.

> Purchase Procedures

1. Visit the website www.lxbx.net, click on the icon (Student check payment) and log in with "Passport Number" (Capitalize letters and delete non-characters, no space).
2. Select and verify your information.
3. Select preferred insured duration and fee: one year, RMB800. (Half year is only for the non-degree student with study period less than 6-month)
4. Follow the online instructions and complete the payment.



Please be aware that:

1. To complete the payment, you should have at least one of those bank cards with such signs as UnionPay, Master, Visa, JCB, or American Express and make sure that the bank card can be used for on-line payment.
2. If you use international credit cards to complete the payment, additional fees will be charged by the banks as commission fee. Therefore, we suggest that you pay the insurance premium by those bank cards with the sign of UnionPay to avoid the additional fees charged by the banks.
3. You are suggested use Internet Explorer (IE) for the online payment. In case of errors, it is advised to refresh the page or try another browser.
4. The insurance program becomes valid in two weeks after the successful payment and then you can log in the system and check the serial number of your insurance program contract.



The Special Notification on the Insurance for International Student with Scholarship

Dear international student with scholarship:

Hello! The group comprehensive insurance will be purchased for you by SJTU or some other institution after you officially register and you don't need to pay for the insurance. All kinds of scholarships cover the insurance fee (Except for the Freshman Scholarship for Undergraduate). Some information and suggestions regarding with insurance are listed as follows:

> Introduction of the Group Comprehensive Insurance

1. The name of the group comprehensive insurance: Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.
2. The premium of the group comprehensive insurance: RMB800/one year (Covered by your scholarship)
3. Please log in www.lxbx.net to look up and download the detailed information on the group comprehensive insurance such like the articles, insurance liabilities, insurance claims etc.

> Insurance Claim

Please dial 4008105119-1 (24-hour, bilingual) as soon as possible in case of any health problems and emergencies to consult issues regarding with the medical treatment, advance payment for hospitalization, insurance claim and so on. You also could login www.lxbx.net to download the relevant documents.

> Contacts

For more detailed information on the insurance, please visit the website www.lxbx.net or call 24-hour hotline 400-810-5119 (press 1). You also could contact International Student Service Center, SJTU to consult with more issues of insurance purchase. (The office time in vacation is subject to further notice)

Xuhui Campus: issc_xuhui@sjtu.edu.cn, 021-62933305 (8:30am-17:00pm, Mon.- Fri.)

Minhang Campus: issc_minhang@sjtu.edu.cn, 021-34203955 (8:30am-17:00pm, Mon.- Fri.)

Visa Application

- > Normally, you can apply for visa only after registration.
- > If you are abroad, you may apply for X1 and X2 visa to the local Chinese Embassy or Consulate, and enter into China within one week before the day of registration.
- > If you are in China, you may request the Visa and Residence Permit Application at SJTU Service Center for Exit-Entry Administration from July 1, 2016 after completing tuition payment (even for Scholarship winners). Your visa will be extended to September and can be extended again at the day of registration. Scholarship winners who get a waiver of tuition fee will get the refund within one month after registration.
 - i) If your intended duration of study at SJTU exceeds six months, and you currently holds the Residence Permit or the previous Residence Permit expired less than three months (and cleared a health screening by an authorized Chinese agency), please prepare the following documents:
 - A Passport
 - B Admission of Notice
 - C Registration Form of Temporary Residence (issued by the International Students Service Center)
 - D Passport Photo
 - E Proof of Funds (You may need to provide original bank statements showing your ability to fund your studies)
 - ii) If your intended duration of study at SJTU exceeds six months, and you currently holds the Non-residence Permit Visa or the previous Residence Permit expired more than three months, you need to change your current visa into student visa by preparing the following documents:
 - A Passport
 - B Admission Notice
 - C Registration Form of Temporary Residence
 - D Passport Photo
 - E Certificate of Verification of Physical Examination Record for Personnel (See Section 7 Physical Examination)
 - F Proof of Funds (You may need to provide original bank statements showing your ability to fund your studies)

Contact Information

- > Shanghai Jiao Tong University Service Center for Exit-Entry Administration
Email: cgkvisa@sjtu.edu.cn
Tel: +86-21-34206748 /34207946 (Minhang Campus)
+86-21-62933818 (Xuhui Campus)

Physical Examination

According to Chinese laws and regulations related to international travelers, incoming international students must take physical examination at a designated agency in China. (Or traveler's own physical report must be examined and verified)

International students who have enrolled in Shanghai Jiao Tong University must take physical examination at certain time and place designated by International Student Center. Students who miss the physical examination organized by school should take it by themselves.

Online reservation: <http://sithc.shciq.gov.cn/sithcen/>
Agency Address: 15 Jinbang Rd., Shanghai

Needed Documents and Fees for the Physical Examination

- A Passport, original and photocopy
- B Admission Notice, original and photocopy
- C Four Passport-sized photos
- D Fees: CNY 600
- E Besides, students who need verification of their own physical examination document must submit: All original copies of your own physical examination report (hospital sealed) (Physical Examination Record for Foreigner, blood test report, etc.)

Notice:

You may schedule a health screening by yourself on <http://sithc.shciq.gov.cn/sithcen/> if you come to China so early; or you may undergo the university-wide health screening arranged by SJTU within ten days from the beginning of the semester, on the condition that your visa validity is more than one month from the date of registration.



Opening Ceremony & Orientation

For Degree Students

All new students should attend the SJTU Opening Ceremony and Freshman Orientation.

- 1) Opening Ceremony
Time: 9:00 AM Sep. 11, 2016 (Sunday)
Location: New Gymnasium, Minhang Campus
- 2) Orientation
Time and Location will be notified on the Application Process Form

For Non Degree Students

2016 Fall Orientation for Non-Degree International Students
Orientation for Fall 2016 is designed to provide all the non-degree students with an integrated introduction of Shanghai Jiao Tong University. Our staff will assist you by offering information and support to make the transition to SJTU as quickly as possible.

Time: 14:00 PM on Sep.10, 2016
Venue: Room 418, New Administration Bldg. B, No.800 Dongchuan Rd., Shanghai

Apply for a University Network ID

Before October 1st, 2016, new students can visit <http://jaccount.sjtu.edu.cn/profile/apply.do> and apply for a jAccount (SJTU Unified Network ID), using the student number on the admission notice.
Contact number of SJTU Network & Information Center: +86-21-34206060.

From the third to fourth period week of semester, students must login the information system to complete required information:
Undergraduate student should use his or her jAccount to login at the Academic Information System:
<http://electsys.sjtu.edu.cn/edu/>
Graduate Student should use his or her jAccount to login at Graduate Student MIS:
<http://www.yjs.sjtu.edu.cn/ssfw/login.jsp>
If you have any concerns about studies and courses, you may consult with dean's office from each school. You may visit each school's website for contact information.

Besides, once the jAccount is generated, graduate students are able to login management information system for graduate students. (<http://www.yjs.sjtu.edu.cn/ssfw/login.jsp>)

Academic Learning for Non-degree Students

Study Guidance

> Course Enrollment Guidance for Semester Exchange Students

All the exchange students must enroll and drop courses within the first week of the new semester. (Except the cross level course registration, i.e., the undergraduates could choose postgraduates' courses and vice versa. SJTU will arrange a different time for this type of course registration) Otherwise you might not be able to enroll courses successfully.

Please complete the course enrollment before the deadline. Regarding your request of course enrollment, please contact your school/college at SJTU in advance. You need to accept all the consequences when you cannot register courses on time.

According to the certain regulations, you need to enroll at least 12 credits' courses.

Besides, as there is a space limitation of each course, you are recommended to prepare an extra 6-8 credits' of courses when making your study plan. Therefore, you are suggested to prepare at least 18-20 credits' courses instead.

For information about undergraduate courses, please refer to the following website.

<http://ecc.sjtu.edu.cn/>

For information about postgraduate courses, please refer to the following website:

http://isc.sjtu.edu.cn/EN/content.aspx?info_lb=50&flag=3

Please refer to the above links for course information. We will send you an updated version before the end of June and release it on the following website:

<http://isc.sjtu.edu.cn>

> Chinese Language Course

a) All the incoming exchange students with no foundation in Chinese will have the opportunity to take FREE Chinese language courses at the beginnings' level for 4 class hours/week(courses taught at night). The website to enroll this course is listed below:

<http://electsys.sjtu.edu.cn/edu/>

b) University-level exchange students and non degree scholarship students are free to choose Chinese language courses for 8 class hours/week, consisting of various levels of learning and training, which are normally one or two modules from the intensive Chinese language program. Courses usually start the first week of each semester.

> Official Transcript Delivery

Every exchange students need to finish the online procedures of the completion of exchange study before leaving SJTU firstly, then your transcripts will be sent to your outbound coordinator of your home university.

For Exchange Students:

We will try our best to send your transcripts within the first month at the beginning of the next semester.

Postal Time:

Fall Semester: Between March and April

Spring Semester: Between September and October

For Non Degree CSC Scholarship Students

If you need the International Student Center to deliver your transcript, you shall keep a note about it on the website when you finish the online procedures of the completion of exchange study. We will send the transcripts to you by ordinary mail accordingly. Otherwise, please go to the following locations to print your transcript.

For undergraduate study, please print at the Registration & Students' Affairs Office, Office of Undergraduate Education, B108, New Admin. Bldg. B., Minhang Campus

For postgraduate study, please print at the International Affairs Office at Graduate School, Room 331, Chan Sui Kau Hall, Minhang Campus

For Chinese Language study, please print at Center for International Chinese Education, Room217, Mechanical Building, Xuhui Campus

Administration of Enrollment Status

> Change of Major

If you wish to change your major, please seek the permission from your home university first, and then complete the online application on <http://apply.sjtu.edu.cn/>.

Your request will be reviewed by the relevant school/department, the Office of Undergraduate Education or Graduate School and International Student Center respectively. You can only change your major if your request is approved. Please note that if it's not for legitimate reasons, your request will most likely not be considered.

> Extend/Shorten the Exchange Study Duration

If you wish to change your study duration, please seek the permission from your home university first, and then complete an online application regarding the change of study duration on <http://apply.sjtu.edu.cn/>.

Your request will be reviewed by the relevant school/department, the Office of Undergraduate Education or Graduate School and International Student Center respectively. Please note that your study duration will only be extended or shortened if your request is approved, and your request will not be considered if it's not for legitimate reasons.

> Completion of Exchange Study

You need to complete an online application on <http://apply.sjtu.edu.cn/>, including a survey regarding your exchange experience along with a form with your course registration information before you complete your exchange study. We will only mail you the transcript when the above procedures are completed.

Chinese Test for Graduate Students

After the registration at the beginning of the fall semester, new international graduate students should take Chinese language placement test on September 13th, 2016, from 6pm to 8pm. Further notice about the placement test shall be released separately.

Scholarship Students Issues

The Regulations of Registration and Issue of Living Subsidies for International Scholarship Students

In order to regulate the issue of scholarship, international scholarship students are required to register at the beginning of each semester and every month from September, 2015; scholarships mentioned above refer to Chinese Government, Shanghai Government(A, B), SJTU(all types), Shanghai Jiao Tong University Scholarship for Bachelor Degree(all types), Confucius Institute and Changcheng Corporation scholarships. Details are as followed:

> Regulations of Registration

- i. **Semester's Signing:** Scholarship students are required to sign within 5 working days from the registration day, please bring student card to International Student Centre(ISC), Xuhui Campus: Registration Venue or Room 1001, Tao Li Yuan; Minhang Campus: Registration Venue or Student Affairs Office (Room 807, New Administration Building B) .
- ii. **Signing Monthly:** From the second month after semester's signing, it is required for scholarship students to go to the college and sign monthly (normally from 10th to 15th each month, within 5 working days only, not including weekends).
- iii. **Regulations of Particular Cases:**
 - 1) In principle, those who do NOT register on time, it is not allowed to make up for registering later.
 - 2) Those who can NOT register on time because of illness, academic research, international seminar, projector business trip, etc. are required to report to their school, submit a certificate from the hospital(illness only) and an explanation letter approved and signed by their academic advisor;
These two situations are only acceptable by the college before the deadline of registration, the college will do registration instead of the students after verifying; when it happens during the semester registration, ISC should be informed by the college.
 - 3) Besides, those who ask for leaving more than 15 days, scholarship will be suspended for one month, process of asking for leave is according to the regulations of Graduate School.
 - 4) Those who miss the deadline of registration scholarship will be suspended.

> Regulations of Distribution

Time of Distribution

Months	Dates
January and February: will be granted together	Before 10th, January
March and April: will be granted together after Semester's Signing	Before 20th, March
May and June: will be granted monthly	Before 10th of Each Month
July and August: will be granted together	Before 10th, July
September and October: will be granted together after Semester's Signing	Before 30th, September
November and December: will be granted monthly	Before 10th of Each Month

> Notes

- i. All the international scholarship students should obey International Student Accommodation Regulatory Rules of Shanghai Jiao Tong University and other related regulations of accommodation subsidies for the international scholarship students. The living subsidies of those who live in the dormitories but refuse to pay accommodation fee will be withheld for the deduction of the accommodation fee.
- ii. All rights reserved by International Student Centre.

The Schedule of Signing from September 2016 to December, 2017

Signing	Time	Place	Scholarship for
Autumn, Semester's Signing, 2016-2017	9th~16th, September, 2016	Registration Venue / Room 807, New Administration Building B	September & October, 2016
October, 2016, Signing Monthly	10th~14th, October, 2016	College	November, 2016
November, 2016, Signing Monthly	11th~17th, November, 2016	College	December, 2016
December, 2016, Signing Monthly	12th~16th, December, 2016	College	January & February, 2017
Spring, Semester's Signing, 2016-2017	20th~24th, February, 2017	Registration Venue / Room 807, New Administration Building B	March & April, 2017
April, 2017, Signing Monthly	10th~14th, April, 2017	College	May, 2017
May, 2017, Signing Monthly	2nd~8th, May, 2017	College	June, 2017
June, 2017, Signing Monthly	9th~15th, June, 2017	College	July & August, 2017
Autumn, Semester's Signing, 2017-2018	8th~15th, September, 2017	Registration Venue / Room 807, New Administration Building B	September & October, 2017
October, 2017, Signing Monthly	9th~13th, October, 2017	College	November, 2017
November, 2017, Signing Monthly	10th~16th, November, 2017	College	December, 2017
December, 2017, Signing Monthly	11th~15th, December, 2017	College	January & February, 2018

Transportation Guide

How to Arrive

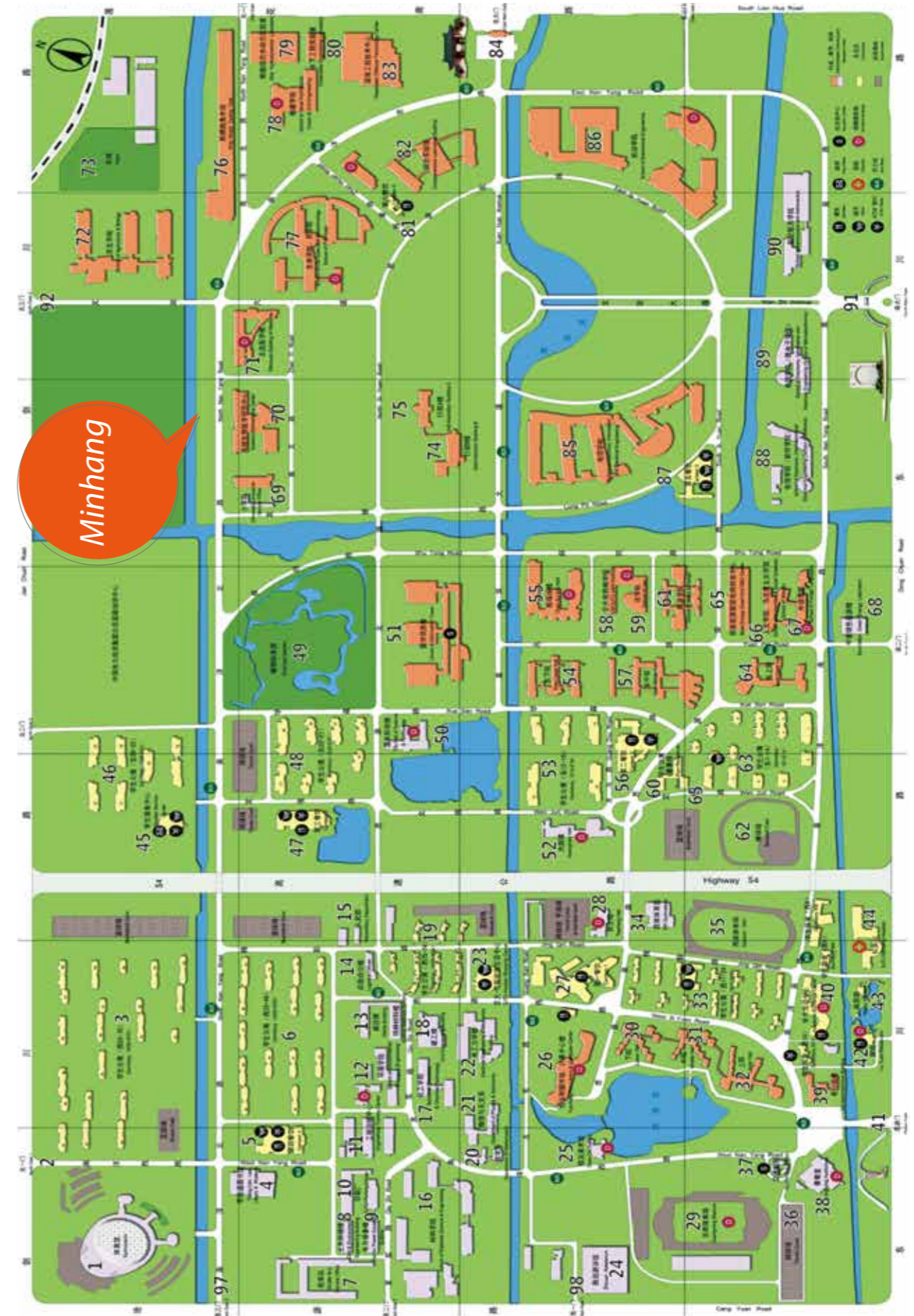
📍 To Minhang Campus

- From Pudong International Airport: Take airport line 7 (CNY 20) and get off at the terminal station-Shanghai South Railway Station. Take Metro Line 1, transfer to Line 5 at the terminal station - Xinzhuang Station, and get off at Dongchuan Road Station. Then take a taxi or bus (Jiangchuan No.3 or No.5) to Minhang campus.
- From Shanghai Railway Station/South Railway Station: Take Metro Line 1, transfer to Line 5 at the terminal station-Xinzhuang Station, and get off at Dongchuan Road Station. Then take a taxi or bus (Jiangchuan No.3 or No.5) to Minhang campus.
- From Shanghai Hongqiao Hub: Take Bus No.4 of Hongqiao Hub and get off at Dongchuan Road Station.

📍 To Xuhui Campus

- From Pudong International Airport: Take metro line 2, and transfer to line 10 at the station of East Nanjing Road, and get off at Jiao Tong University station.
- From Shanghai Railway Station/South Railway Station: Take metro line 1 and get off at Xujiahui Station
- From Shanghai Hongqiao Hub: Take metro line 10 and get off at SJTU station.

(For reference only. Any changes, please refer to notice issued by public transportation authority for latest information)



SJTU Xuhui Campus Map
上海交大徐汇校区地图



Xuhui



Tip:
Passengers holding public transportation cards are entitled to free transfer and uninterrupted fare charging within 30 minutes after getting out of the following stations: Shanghai Railway Station (Line 1, Line 5 and Line 4), West Nanjing Road (Line 2, Line 12 and Line 13), Longhua (Line 11 and Line 12), Hongqiao Airport Terminal 2 (Line 2 and Line 10); those holding single journey tickets need to pay for new tickets if they should exit the above stations.



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Contact Us

International Student Center

Degree Affairs Office

Responsibility	Telephone	Address	E-mail
Undergraduate Admission	+86-21-54743244	New Admin. Bldg. 100A	isc.d@sjtu.edu.cn

International Mobility Office

Responsibility	Telephone	Address	E-mail
Inbound Advising	+86-21-54744225	New Admin. Bldg. B809	isc.exchange@sjtu.edu.cn
Short-term Programs	+86-21-34205135	New Admin. Bldg. B808	isc.mobility@sjtu.edu.cn

General Affairs Office

Responsibility	Telephone	Address	E-mail
Scholarship Issues & Enrollment Changes	+86-21-34203847	New Admin. Bldg. B807	isc.o@sjtu.edu.cn

International Services Center

Responsibility	Telephone	Address	E-mail
Minhang Affairs(Activities, Housing, Insurance, etc.)	+86-21-34203955	New Admin. Bldg. B204	issc_minhang@sjtu.edu.cn
Xuhui Affairs(Activities, Housing, Insurance, etc.)	+86-21-62933305	Taoliyuan (Xuhui) 1007	issc_xuhui@sjtu.edu.cn

Service Center for Exit-Entry Administration

Responsibility	Telephone	Address	E-mail
Visa-related affairs for international students	+86-21-34206748	New Admin. Bldg. B200	cgkvisa@sjtu.edu.cn

Graduate School, International Affairs Office

Responsibility	Telephone	Address	E-mail
Admission for graduate students, scholarship issues, exchange programs, etc.	+86-21-34208238	Chen-Ruiqiu Bldg. 331	iso.gs@sjtu.edu.cn

For each school's contact person of international students affairs, please refer to the school's website.