

Notice of Scholarship Sign in Regulation

In order to regulate the issuance of scholarships, international scholarship students are required to register at the beginning of each semester and every month. All types of scholarships are under this regulation except those that are only issued once. Details are as followed:

Scholarship Sign-in Schedule (Spring Semester of Year 2020)

Sign in Time	Venue	Scholarship	Issuing Time	
Semester Sign in Feb.23-28	Undergraduate/ Exchange Students	Feb.23 Xuhui: Room 1001, Tao Li Yuan; Minhang: F1 Hall, New-Admin BLD	Living Subsidy for March and April	Before March 20th
		Feb.24-28 Xuhui: General Office 208 Minhang: International Student Center		
	Master/PhD	Feb.23-28 Please bring student card to your own college. A successful registration is a successful scholarship signing. Your own college		
Apr.10-16	Your College	Living subsidy for May	Before May 10th	
May 11-15	Your College	Living subsidy for June, accommodation subsidy covering from July 2020 to January 2021. (graduates in July 2020 will be provided accommodation subsidy for July)	Before June 10th	
Jun.10-16	Your College	Living subsidy for July and August (graduates in July 2020 will be provided accommodation subsidy for July)	Before July 10th	

Note:

1. Master students' semester registration is subject to the notice of the graduate school
2. Masters graduating in March 2020 will receive March living subsidy after semester sign in

Regulations on Particular Cases:

Students who missed the deadline of signing in are not allowed to make up for it later and their scholarship will be suspended.

- Semester's Sign in:

Students who can NOT sign in on time due to healthy issues, are required to inform their college, submit a proof from hospital and an explanation letter approved and signed by college and professor to the ISC **before January 10th**.

Those who can NOT register on time due to irresistible factors (e.g. domestic situation, natural disaster), are required to inform their college and submit an explanation letter **before February 21st to the college**; the college will submit all the documents to the ISC for reviewing.

Except for the two situations mentioned above, no other special cases are acceptable to ISC (e.g. personal reasons, flight issue, etc.). For students who did NOT ask to postpone the registration after February 28th, only the scholarship for April will be granted to them and it will be issued together with the scholarship for May.

● Monthly Sign in:

Those who can NOT sign in on time, are required to report and submit related documents to their college before monthly sign in starts. After verification, the college will sign in on behalf of student before the deadline of monthly sign in.

Notes:

1. If scholarship students violate disciplines of the university, their scholarship will be suspended or canceled depending on the severity of the situation. For details, please refer to *Shanghai Jiao Tong University International Student Scholarship Regulation*.
2. 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 dormitories but refuse to pay accommodation fees will be withheld for the deduction of the accommodation fee.

New standard of accommodation subsidy is as followed:

Student Type	Monthly Accommodation Subsidy
PhD	1500yuan/month
Senior Scholar	1500yuan/month
Master	1200yuan/month
General Scholar	1200yuan/month
Undergraduate	1000yuan/month
Confucius Institute Scholarship	1000yuan/month

Time of accommodation subsidy issuance: SJTU provides the part of the subsidy covering from July to January of next year in every June (7 months in total) and the rest of subsidy covering from February to June of next year in every December (5 months in total).

The subsidy is offered in 12 months. Subsidies will be issued for the same duration of scholarship.

Those who suspend, quit study or graduate in advance, are required to return the rest of accommodation subsidies to the university. Accommodation subsidies are suspended during the study suspension.

Those who have questions on scholarship issuance (living, accommodation etc.), can contact ISC within two weeks after the issuance of the scholarship. Any application later, will not be accepted.

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