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# New Student Registration Guidelines

## **I. Registration Dates**

9:00—17:00 September, 2024

## **II. Registration Venue**

Room 605, Sixth floor, Houdelou

## **III. Materials to be ready when coming to register at school**

1. Admission Letter
2. Passport and valid visa
3. (JW202) Confirmation Form for Study in China
4. Payment Receipts (for Tuition & Accommodation)

Payment amount must be the same as requested on the Admission Letter. Applicants who are already in China must go through a domestic transaction instead of an international one. When making a bank transfer, please fill in the passport number of the admitted person in the remarks and upload the registration fee payment voucher on the system.

## **IV. Insurance**

One-year 800RMB for Undergraduates & Graduates, At Least Six Months 400RMB for Language Students.

## **V. The original documents used during the application for verification**

Students transferred from other universities in China must provide a Completion Certificate from the previous school.

## **VI. Registration Process**

1. Provide the above necessary materials for the Visa Application Letter from the university, and go to Jiujiang Immigration to transfer your current visa into a student Residence Permit after finishing with the registration process as soon as possible.
2. Those who live in campus collect Accommodation Letter, and go to the International Students Apartment building for the room key (room availability is based on payment order).
3. Collect the relevant document to go to Shili Police Station for temporary residence registration as soon as possible after the semester registration process.

## **4. Sign the Tips for New Students**

Acquire the contact information of the Chief Class Teacher, and join in the relevant Wechat class group.

## **VII. Accommodation:**

Undergraduates: 5000 yuan/Academic year for a shared two-person room, 10,000 yuan/Academic year for one-person room.

The water, electricity and internet fees need to be paid separately. Students who have completed registration and paid all the accommodation fee will be given priority in arranging accommodation. Students who need to apply for

on-campus accommodation are advised to arrive early for registration and payment within the specified time period.

### **VIII. Baggage & Courier Services**

Important documents such as Admission Letter and Passport should be carried personally, not shipped. Daily necessities can be purchased upon arrival. It is recommended to travel light to avoid heavy luggage. If shipping is necessary, please note:

Couriers must be retrieved on-campus. Due to limited space, shipments should not arrive too early.

**Shipping Address:** Jiujiang Xueyuan, No. 551 Qianjindonglu, Lianxiq, Jiujiang City, 332005, Jiangxi Province, P. R. China

Fill in the recipient's name and mobile number accurately. Students can retrieve packages with SMS notification and ID at the campus courier service center.

### **IX. Transportation to Campus**

#### **Public Transport:**

Take express bus from Changbei Airport to Jiujiang City.

#### **Self-Drive:**

No. 551 Qianjindonglu, Lianxiq, Jiujiang City, 332005, Jiangxi Province.

### **X. Pre-Arrival for International Students**

Apply for an X1 or X2 visa at the Chinese Embassy or Consulate in your country with the **Admission Letter, JW202 Form, Physical Examination Form report**, and other required documents.

### **XI. Post-Arrival for International Students**

**Within 30 days, complete the following procedures for a Study Residence Permit:**

#### **1. Medical Check-up:**

Undergo the mandatory health examination at the acknowledged Hospital and obtain a medical report (guided by the International Student Affairs Office).

#### **2. Temporary Accommodation Registration:**

Within 24 hours of settling in, complete the in-person temporary residence registration.

Bring a certificate from the International Student Affairs Office, original passport with copies of photo page, visa page, and entry stamp, to the Shili Police Station to obtain the "Temporary Residence Registration Form for Foreigners" (guided by the International Student Affairs Office).

#### **3. Apply for Study Residence Permit:**

Within the stipulated time, bring the following documents to the Jiujiang Municipal Public Security Bureau Exit and Entry Administration to apply (guided by the International Student Affairs Office).

- Application Form for Foreign Visa and Residence Permit
- Copy of Temporary Residence Registration Form for Foreigners
- Passport and Visa
- Medical Report
- Transfer Certificate (if applicable)

- Copy of Admission Letter
- JW202 "Application Form for Foreign Students Coming to China for Study"
- Application Form for International Students
- One 2-inch photo

### **Appendix 1 : Payment Account**

Please use the below account for tuition fees transfer to Jiujiang University:

账户信息(国内)

开户行: 中国工商银行股份有限公司九江十里支行

地 址: 江西省九江市濂溪区十里大道 1107 号

账 号: 1507 2300 2960 0099 888

联行号: 102424007031

开户名: 九江学院

### **Jiujiang University Bank Account Details (outside China)**

**Bank Name:** Industrial and Commercial Bank of China Shili Subbranch

**Bank Address:** No. 1107 Shili Road, Lianxi District, Jiujiang City, Jiangxi, P.R.China

**Account Number:** 1507230029600099888

**SWIFT Code:** ICBKCNBJJSI

**Account Name:** Jiujiang University

**City. Province. Country:** Jiujiang. Jiangxi. China

**FAX:** (86)792 8314451

**TEL:** (86)792 8314451

### **Appendix 2: How to Register in Chinese Universities for International Students**

Here are a few things you need to know and prepare for after you get admission to Chinese universities.

Studying in China has become very popular among foreigners, and there's good reason for it. With China's growing economy and business opportunities, some people may see learning Chinese as advantageous for their work, while others see it as fun learning a second language. Whatever the reason, if you are admitted to a Chinese university, what should you do next, and how to register at a Chinese university? Here are a few things you need to know and prepare for after you get admission to Chinese universities.

#### **Step 1: Prepare original documents before coming to China**

1 Your passport and visa

1 Related health certificate-physical examination form

1 Letter of acceptance (JW201/JW202)

1 High school/ university transcripts and certificates

**Note: The materials required by each university are similar, but there may be small differences, which depend on your university.**

### **Step 2: Book accommodation in advance**

Applications for accommodation should be ready from the universities before coming to China. There are many kinds of dormitories in universities, and the prices vary from each other due to the furniture and facilities. Overseas students must apply before arriving in China. Students can live off-campus with permission from the university, but they should register at the local public security office within 24 hours upon arrival.

### **Step 3: Prepare clothes**

China is a massive country, and the weather across China is not uniform. You need to do your research in advance. based on the city weather varies. It's suggested to bring a pair of shoes, t-shirts, shirts, pants, undergarments, a hat, scarf, mask trousers, winter clothes, etc.

### **Step 4: Come to China at the right time**

Don't come to China too early, because both X1 visa and X2 visa are time-limited. And do not register on the weekend or at night. Teachers don't work on weekends and are usually off-duty after 5 p.m. Though there are teachers in the dormitory on the weekend and at night, in most cases, they do not speak English, so it will be difficult to register. If you have no choice but to come to China earlier, make sure that you have communicated with the university first and get their approval, then they will help you. If you apply through Agent, the Agency team will help you.

### **Step 5: Change money and buy a SIM card**

You need to bring a small amount of Chinese currency along with you. This will help you save time and avoid unnecessary problems at the airport. We suggest you keep 500-1000 RMB in cash when you first arrive for transport and check-in.

If you are coming to China for the first time, it is very important to have a Chinese SIM card as soon as possible. Because only by getting a Chinese SIM card can you get in touch with your teacher, your family, and friends at any time, as WIFI is not available anywhere. If you don't have your phone number, you can't even apply for a bank card locally. In today's Chinese universities, how notices are posted in the school hall are out of date and most notices from school are posted online, especially on WeChat APP. Therefore, getting a Chinese SIM card immediately is very important.

### **Step 6: Go to the university**

Some universities offer an airport pick-up service. If the university doesn't offer an airport pick-up service, you can take public transportation to the university, such as bus, subway, etc. If you have a lot of luggage, you can choose by taxi or the airport pick-up service. Note: the airport pick-up service needs to be booked in advance.

### **Step 7: Check-in**

When you get to your university, you need to check in. Almost all Chinese universities provide accommodation for international students in China, and it is very safe to live on campus. If you want to rent an apartment outside campus, you need to get permission from your university, otherwise, you may break the school rules and miss the scholarship.

### **Step 8: Normal registration process**

After you arrive at the university, you will need to go to the university office and do the registration. Don't forget to bring your passport, photo, admission letter, and the foreigner physical examination form with you. Some universities might ask for the tuition fee payment to be paid during the registration day (by cash or bank transfer), but you can opt to do an international bank transfer from your home country to pay for the tuition fee before you arrive in China. Make sure to bring a copy of the payment receipt on the registration day as well. Usually, there will be teachers or volunteers to help you with the school registration process, so it will be relatively fast and simple.

After the registration, the unfamiliar environment will make you a little nervous and uncomfortable. Familiarize yourself with the local surroundings and download apps that can help make your foreign student's life in China that much easier.

### **Pleco**

It is a handy Chinese language app that you can use to help with studying in China. The app is the most common dictionary of Chinese for English-speaking foreign students. What's great about the app is that it can be used offline so there's no need to be connected to the internet or Wi-Fi. There are also other language apps out there, just search in Google Play or Appstore.

### **WeChat**

It is China's answer to WhatsApp but much more. It's popular and widely used around China, pretty much the way of life here. With WeChat, you can do more than just chat with friends. You can pay for almost anything in China using your mobile phone and every merchant or store accepts WeChat payments, cash is almost dead – even the local lady selling fruits on the street accepts WeChat payments!

Along with the development of China, more and more foreign students come to study in China, except China has a safe environment, low tuition fees, and universities of high quality, what's more, it is the job prospects after graduation. In a word, once you are admitted to a Chinese university, remember to follow this article to register in your university.

## **Appendix 3: 签证与移民 Visa & Immigration**

### **一、签证类型**

#### **1. X1 签证**

X1 签证颁发给在中国境内长期（超过 180 日）学习的人员。持有 X1 签证的国际学生需在入境 30 日内申请学习类居留许可，逾期未办理则构成非法居留。

国际学生来华学习须持普通护照及学习（X1）签证或（X2）签证入境。X2 签证有效期以签证注明为准；X1 签证有效期为入境后 30 日。

学生持其他类型签证入境，可能无法转为学生签证或者学习类居留许可，也无法正常在校学习，学生本人承担因此而导致的全部后果。

#### **2. X2 签证**

X2 颁发给在中国境内短期（不超过 180 日）学习的人员。

### 3. 实习签证

有实习需求的国际学生可持就读院校在读及同意外国留学生参与校外实习证明，实习单位出具接收实习证明等相关材料，向高校所在地的公安机关出入境管理部门申请在学习类居留许可上加注“实习”。

## 二、注意事项

1. 国际学生须按照中国政府相关法律法规的要求，持学习 X1 字签证、学习 X2 字签证或学习类居留许可在校学习。若国际学生持其他类型签证，可能无法正常在校学习，国际学生本人承担因此而导致的全部后果。
2. 国际学生在华办理签证和居留许可有效期不得超过学习期限。
3. 新生入学时，如持有的签证或居留许可已到期或者临近到期，学校不接受其报到注册，须自行去九江市公安局出入境管理局接受处罚。
4. 国际学生进入我校就读时，持有在中国境内其他学校办理的签证或者居留许可的，须持有上述学校开具的结束学习证明或者转学证明。
5. 国际学生在酒店、宾馆、涉外公寓、校内公寓等单位或者机构入住时，在接待单位处取得《临时住宿登记表》。国际学生在中国居民家中、驻华外国机构、在中国的外国人家中住宿，需在 24 小时内到居住地的公安派出所进行登记，取得《临时住宿登记表》。国际学生变动地址、更换护照、更换签证或者居留许可、出境后再入境，或住宿登记到期时，应当及时进行重新登记。国际学生未及时登记或未及时重新登记，即构成非法居留。
6. 国际学生办理签证或居留许可延期时，须先交纳保险费和学费，按照保险费和学费交纳的期限办理签证或居留许可延期。
7. 提前完成学业的国际学生，如签证或居留许可有效期超过离校日期 30 天以上，须向留学生管理科申请办理签证或居留许可缩签手续。
8. 国际学生发生退学、休学、停学的学籍变动，办理离校时，须向留学生管理科申请办理签证或居留许可缩签手续。
9. 国际学生结束学习后，应当于签证或居留许可到期前离境，否则即构成非法居留。
10. 国际学生因个人原因离校、离境，不按照要求办理签证或居留许可缩签手续的，留学生管理科将向九江市公安局出入境管理局申报签证宣废，国际学生本人承担因此而导致的全部后果。
11. 学校不邀请国际学生家属来校陪读。
12. 国际学生办理签证或居留手续，应当首先在留学生管理科核实学习状态，然后按照留学生管理科规定的程序办理。未经留学生管理科许可，国际学生不应当向公安机关出入境管理机构申请。
13. 签证政策依照国家法律规定可能会发生变化，学校以九江市公安局出入境管理局的正式通知为准执行各项签证政策。

## 三、法规提示

根据《中华人民共和国出境入境管理法》，外国人有如下情形的，给予处罚：

1. 外国人非法居留的，给予警告；情节严重的，处每非法居留一日五百元，总

额不超过一万元的罚款或者五日以上十五日以下的拘留。

2. 外国人拒不接受公安机关查验其出境入境证件的，或拒不交验居留证件的，或居留证件登记事项发生变更，未按照规定办理变更的，或冒用他人出境入境证件的，或未按照法律规定办理住宿登记的，给予警告，可以并处两千元以下罚款。
3. 外国人在中国境内有违法行为的，依照法律规定，可以处限期离境、遣送出境或者驱逐出境。遣送出境的外国人，一至五年内不准入境；驱逐出境的外国人，十年内不准入境。
4. 外国人从事与停留居留事由不相符的活动，或者有其他违反中国法律、法规规定，不适宜在中国境内继续停留居留情形的，可以处限期出境。
5. 外国人非法就业的，处五千元以上二万元以下罚款；情节严重的，处五日以上十五日以下拘留，并处五千元以上二万元以下罚款。

## 签证与移民 Visa & Immigration

### I. Visa Types

#### X1 visa

X1 Visa issued to those undertaking long-term study in Mainland China (more than 180 days). Students holding an X1 visa must apply within 30 days after entry for a residence permit, otherwise it constitutes illegal residence.

International students studying in China must possess ordinary passports with either visa for study (X1 or X2 type). The validity period of X2 visa is indicated on the visa page. The validity of X1 visa is 30 days from the date of entry.

International students entering China with other types of visas may not be able to apply for student's visa or residence permit, and therefore may not be accepted for enrollment. In this case, all the consequences shall be assumed by the student in person.

#### X2 visa

X2 Visa issued to international students who will study for less than 180 days.

#### Internships visa

Internships for international students who need to undertake an internship, after they have obtained the official approval from their school department, and the inviting company/institution has issued an Internship Certification Letter, they should go to the International Students Affairs Office for approval, before going to the Entry-exit Administration of the Jiujiang Municipal Public Security Bureau to apply for the Residence Permit Internship Annotation

### II. Important points to note

1. International students must accord with the regulations set in place by the Ministry of Education and the Exit-entry Administration of the Jiujiang Municipal Public Security Bureau, that require international students to hold either an X1 visa, X2 study visa or a Study-type Residence Permit whilst studying in China. International students holding other types of visas whilst at the university, may be unable to undertake their regular studies and will themselves bear all related consequences.
2. The validity of a visa or residence permit for an international student will not

exceed the period of his/her study.

3. If a newly admitted students' visa or residence permit has expired or will expire in too short a time to process any application of extension, they will not be accepted for admission and will be responsible for all related consequences.

4. For international students holding visas or residence permits issued by other universities or colleges in China, they must provide the certificates of study completion or transfer issued by their former university or college.

5. For international students who live in a hotel, or on-campus apartments, they should obtain a Registration Form of Temporary Residence from their building's reception within 24 hours of arrival in China.

For international students who live with local residents, in foreign institutions in China, or in houses owned by foreign nationals, need to register at the local police station within 24 hours of arrival in China to obtain the Registration Form of Temporary Residence.

In any of the following cases, the Registration Form of Temporary Residence should be updated:

- 1) There is any change to the individual's address, passport, visa or residence permit;
- 2) Re-entry into China from abroad;
- 3) The Registration Form has expired.

International students who fail to undertake the procedures in time will be treated as illegal residents.

6. When applying for a visa or residence permit extension, international students must first pay the insurance and tuition fees according to the university's designated time frame.

7. For international students who have completed their studies and have more than 30 days remaining on their visa or residence permit, they should go to the International Students Affairs Office to apply for a shortening of their visa.

8. International students who drop out, take temporary absence or are suspended from the university must go to the International Students Affairs Office to apply for a shortening of their visa.

9. After completing their studies, international students should leave China before their visa or residence permit expires. Residing in China after a visa or residence permit has expired is illegal.

10. If international students need to leave the university or Chinese borders for personal reasons and fail to complete the visa shortening procedure as required, the International Students Affairs Office will apply at the Exit-entry Administration of the Jiujiang Municipal Public Security Bureau for visa cancellation, and the international student themselves must bear all related consequences.

11. The university does not officially invite family members to accompany international students in China.

12. When an international student needs to process affairs related to stay or residence permits, he/she must first go through the International Students Affairs Office of the university for examination of student status, and then follow the procedures prescribed by the Office. Direct application to the immigration authority by an

international student himself/herself is not permitted.

13. Visa policies may change according to the law. The university processes all residence affairs following official notices provided by the Division of Exit & Entry Administration, Jiujiang Public Security Bureau.

### **III. Penalties for Violation of Rules and Regulations** (Excerpts from “Exit and Entry Administration Law of the People's Republic of China”)

According to the Regulations of the Exit and Entry Administration Law of the People's Republic of China, the arising of any of the following situations will subject foreign nationals to penalties:

1. Foreign nationals who reside in China illegally shall be given a warning; in serious circumstances, they shall be imposed with a fine of RMB 500 yuan per day, with a maximum cap of RMB 10,000 yuan in total, or be detained for no less than five days but no more than 15 days.
2. Under any of the following circumstances, a warning shall be given, and a fine of no more than RMB 2,000 yuan may also be imposed:
  - a. Foreign nationals refuse to accept the verification of their exit/entry documents by public security departments;
  - b. Foreign nationals refuse to submit their residence permits for verification;
  - c. Foreign nationals fail to go through the formalities for altering registration in accordance with the relevant regulations when there is any change in the registered items within their residence permits; Foreign nationals in China use others' exit/entry documents;
  - d. Foreign nationals fail to go through the accommodation registration formalities in accordance with the rules and regulations of the Law.
3. Foreigners engaging in illegal or criminal activities will be required to leave China within a certain time limit, or they may be repatriated or deported. Repatriated foreigners shall not be allowed to enter China within 5 years from the date of repatriation. Deported foreigners shall not be allowed to enter China within 10 years from the date of deportation.
4. Where foreigners engage in activities not corresponding to the purposes of stay or residence, or otherwise violate the laws or regulations of China, which makes them no longer eligible to stay or reside in China, they may be ordered to exit China within a time limit.
5. Foreigners who work in China illegally shall be fined not less than RMB 5,000 but not more than RMB 20,000 yuan; where circumstances are serious, they shall be detained for not less than five days but not more than fifteen days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan.