

XIAMEN UNIVERSITY

Exchange Program Fact Sheet 2022-2023

Office of International Cooperation and Exchange, Xiamen University

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学校校历/University Calendar

	秋季学期 Fall Semester	春季学期 Spring Semester
	Mid-September to late January	Mid-February to mid-June
校历 University Calendar	<p>入学时间以招生办的录取通知书为准；学期结束以教务部门通知为准。 Starting and ending dates of the semester, as well as dates for registration, will be included in the Admission Notice. Please see your Admission Letter and academic calendar issued by the Academic Affairs Office for more details and possible changes.</p> <p>期末考试周学期末最后两周为考试周 Final examinations are held during the last two weeks of everysemester.</p>	
	<p>*春季另含有 5 周短期课程(第三学期, 6 月-7 月中旬), 交换生可不参与。 Following the Spring Semester at Xiamen University (XMU) is a short Summer Semester of 5 weeks from mid-June to late July. Exchange students are not expected to participate in the Summer Semester and are allowed to leave officially for their holidays after the Spring Semester ends.</p> <p>*海外教育学院课程及考试安排以海外教育学院要求为准。 Academic schedules for Chinese language programs (including course and examination arrangements) will be provided by the Overseas Education College and available during course registration.</p>	
假期情况 Holidays/Vacation	<p>夏季假期: 7 周; 冬季假期: 4 周 XMU students usually enjoy 7 weeks of summer vacation and 4 weeks of winter vacation.</p>	

<p style="text-align: center;">公众假期</p> <p>Public Holidays (if any):</p>	<p>元旦/New Year's Day (放假 1 天/1 day off)</p> <p>清明节/Tomb-sweeping Day (放假 1 天/1 day off)</p> <p>劳动节/Labor Day (放假 1 天/1 day off)</p> <p>端午节/Dragon Boat Festival(放假 1 天/1 day off)</p> <p>中秋节/Mid-Autumn Festival(放假 1 天/1 day off)</p> <p>国庆节/National Day (放假 7 天/7 days off)</p> <p>假期安排请以学校通知为准，以上内容供参考。For reference only. Details will be updated by Xiamen University as required.</p>
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申请办法/Application Information

<p>申请原则 Application Policy</p>	<p>凡符合两校协议规定的，均可在申请受理期内按程序向我校申请。 Application eligibility is subject to the agreement between XMU and students' home universities. Applications must be submitted in accordance with application procedures released by XMU.</p>
<p>交换期限 Exchange Duration</p>	<p>一学期(约 6 个月)或一学年(约 10 个月) One semester (about 6 months) or one academic year (about 10 months).</p>
<p>申请程序 Application Procedures</p>	<p>首先：申请并通过派遣学校的选拔和推荐 Step 1: Students first apply to their home university. If selected, the home university should nominate students to XMU.</p> <p>其次：根据我校要求完成网上报名 Step 2: Students complete the online application which can be found at the address below: http://application.xmu.edu.cn/</p> <p>最后：通过我校审核并获得录取通知书 Step 3: Students will receive the Admission Letter issued by XMU after application evaluation.</p>

<p style="text-align: center;">申请材料 Application Documents</p>	<p>申请人必须在网上报名系统中如实填写和上传以下申请材料：</p> <ol style="list-style-type: none"> 1. 护照首页扫描件（普通护照，且有效期须覆盖交流期限）； 2. 出生证明； 3. 家庭成员的相关信息和材料； 4. 以往学习及工作经历证明（毕业证及成绩单须加盖学校公章）； 5. 在学证明（须由原属学校出具，并加盖学校公章）； 6. 在学阶段成绩单（须由原属学校出具，并加盖学校公章）； 7. 学习计划书（800字以上，须用中文或英文填写）； 8. 推荐信1封（用中文或英文书写，须附推荐人亲笔签名，或加盖原属学校公章）； 9. 语言水平证明： <ol style="list-style-type: none"> （1）海外教育学院汉语言专业的申请者，无需提交语言水平证明。 （2）中文授课专业的申请者，需提交汉语水平考试（HSK）证书，其中文科、经管法、艺术类与中医学专业需达到HSK五级210分或以上，理工医类专业需达到HSK四级210分或以上，证书须在有效期内。当前或上一个学历教育阶段以中文作为授课语言的申请者或来自以中文作为官方语言或常用语言国家的申请者，可凭学校出具的授课语言证明或中文水平证明作为代替。 （3）英文授课专业的申请者，需提交新托福（TOEFL-iBT）或学术类雅思（IELTS Academic）成绩单，新托福需达到80分或以上，学术类雅思需达到6.0分或以上，证书须在有效期内。当前或上一个学历教育阶段以英文作为授课语言的申请者，可凭学校出具的授课语言证明作为代替。来自以英语作为官方语言国家的申请者，免交英语语言水平证明。 10. 《境外人员体格检查记录》（https://admissions.xmu.edu.cn/cn/info/1136/1999.htm）及相关原始报告扫描件，须用中文或英文填写，并加盖医院的公章，体检有效期为6个月。 11. 《国际学生经济担保书》（https://admissions.xmu.edu.cn/cn/info/1136/2000.htm）及其担保材料扫描件，须用中文或英文填写，提供足以保障其来华留学期间的学习、生活、国际旅行等合理费用的存款证明，以及经费担保人（限申请者本人或亲属）的护照或身份证明扫描件。 12. 外籍华人国籍状况预审环节涉及的相关文件 <p>注：</p> <ol style="list-style-type: none"> （1）申请材料中涉及的各类表格、文书、证明等如为中英文以外文本，除原件外，还需附上有提名老师签字确认的中文或英文翻译件。 （2）申请人须对所提交材料的真实性和完整性负责。申请材料不实、缺漏者，我校概不予受理。 （3）申请人应保持电话畅通，并定期查阅邮箱信件和报名系统，我校将根据实际情况与申请人保持联系。
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Applicants must provide the true and correct information in all application documents through the application portal:

1. Scanned copy of valid regular personal passport with validity covering the period of exchange;
2. Birth certificate of the applicant;
3. Information about the applicant's family members and supporting documents;
4. Studying and working experience, providing Degree certificates and academic transcripts with official stamps;
5. Enrolment Certificate issued by the home institution with official stamp;
6. Current academic transcripts issued by the home institution with an official stamp;
7. Study Plan of at least 800 words, written in Chinese or English;
8. One Recommendation Letter written in Chinese or English with the referrer's autograph or the official stamp of the home institutions;
9. Language Proficiency Certificate;

(1) Not required for Chinese language program offered by the XMU's Overseas Education College.

(2) For Chinese-taught programs, applicants should submit a valid HSK certificate. For applicants for Humanities, Economics, Management, Law, Arts and Traditional Chinese Medicine programs, HSK band 5 with a score of 210 or higher is required. For Sciences, Engineering and Medicine programs, HSK band 4 with a score of 210 or above is required. Applicants who have taken all courses in Chinese during their current or previous degree studies are exempt from the HSK certificate requirement, but a medium-of-instruction certificate from the home institutions should be furnished. Applicants from countries where the Chinese language is commonly used are also exempt from the HSK certificate requirement after providing a certificate of Chinese language skills from the home institutions.

(3) For English-taught programs, a valid TOEFL-iBT (80 points or above/ higher) or IELTS Academic (6.0 points or above/ higher) is required. Applicants who have taken all courses in English during their current or previous degree

studies are exempt from this requirement, but a medium-of-instruction certificate from the university should be furnished. Native English speakers are exempt from this requirement.

10. Physical Examination Form (<https://admissions.xmu.edu.cn/info/1141/1745.htm>) completed in Chinese or English, bearing the stamp of the hospital. Physical examination results are valid for six months.

11. Financial Support Guarantee Statement (<https://admissions.xmu.edu.cn/info/1141/1744.htm>) and supporting documents completed in Chinese or English, certifying that the applicant has sufficient funds to cover their tuition, accommodation, living expenses, and international travels during their study in China. Only applicants themselves or their family can act as financial sponsors. The Statement should be accompanied by a copy of the financial sponsor's valid passport or identification certificate.

12. Other supporting documents possibly required in the procedure of citizenship status preliminary review.

Note:

(1) Forms, documents, or certificates in languages other than Chinese or English must be attached to a translation in Chinese or English, endorsed by the signature of the nominating advisor.

(2) Applicants will be held responsible for the authenticity of their documents. Incomplete or forged application materials will be rejected.

(3) Applicants are expected to keep their phones on and check their email and online application account regularly as XMU's Admissions Office will contact them when necessary.

<p style="text-align: center;">申请时间 Application Timeline</p>	<p>申请时间:</p> <p>秋季学期:</p> <p>网上申请时间: 每年2月15日至3月31日 提名截止时间: 3月15日</p> <p>春季学期:</p> <p>网上申请时间: 每年9月15日至10月31日 提名截止时间: 10月15日</p> <p>注意: 逾期提交的申请概不受理。</p> <p>Application Timeline:</p> <p>For September/Autumn semester entry:</p> <p>Online Application: February 15-March 31 Nomination deadline: March 15</p> <p>For February/Spring semester entry:</p> <p>Online Application: September 15 to October 31 Nomination deadline: October 15</p> <p>Note: Late applications will not be considered.</p>
<p style="text-align: center;">项目费用 Expenses</p>	<p>校际交换生免除报名费; 学费、校内住宿费用按照协议进行收取或免除; 学生个人自行承担交换期间生活费及相应开支(如交通费用), 我校按协议要求发放生活费补贴(如有); 其他费用问题请咨询项目联络员或学校财务部门。</p> <p>Application fee: waived</p> <p>Tuition fee and accommodation expense: subject to the agreement between universities</p> <p>Living expenses: covered by students (subsidy will be provided, if there is any, in accordance with the agreement between universities)</p> <p>Other estimated costs:</p> <p>Course materials: 400-700 RMB/academic year</p> <p>Meals: 1000-2000 RMB/month</p> <p>On-campus accommodation expense (if any): 30-70 RMB/day (Siming Campus); 1,600-4,000 RMB/year (Xiang'an Campus)</p>

Note: Students who live on campus are required to pay the security deposit, water and electricity fees in accordance with the University's regulations. Please refer to the latest notice for the charging methods and standards.

注：交流生被我校录取后原则上不得变更交流专业。

Note: Exchange students are not allowed to change their host college or school after being accepted to the exchange program.

针对无汉语基础或基础较弱的交换生，专业选择上建议：

1. 英文授课专业（见下）
2. 申请海外教育学院全程汉语言进修课程。

Applicants with no or little command of Chinese are advised to choose the major from:

1. English-taught Programs below:

English-taught Exchange Programs at Undergraduate Level:

Siming	School of Economics	Economics
Siming	School of Management	Business Administration
Xiang'an	School of Medicine	Clinical Medicine (MBBS)

English-taught Exchange Programs at Master's Level:

https://admissions.xmu.edu.cn/Programs/English_Medium_Master_s.htm

English-taught Exchange Programs at Doctoral Level:

https://admissions.xmu.edu.cn/Programs/English_Medium_Doctoral.htm

2. Or **Chinese**, an intensive language study program offered by the Overseas Education College (OEC).

专业选择上应注意

Special attention for choosing subjects and courses

对于有意选修我校“中文专业”课程的申请者，请特别注意：

1. 我校共有 2 个学院提供“中文专业课程”，分别为海外教育学院“汉语言”进修课程和人文学院“汉语言文学”专业课程。
2. 上述两类课程的区别为：海外教育学院“汉语言”进修课程针对零基础或需要强化汉语能力之语言学习人士开设，同时教授中国文化、对外经贸等相关课程；人文学院“汉语言文学”专业课程为主要面向中国学生开设的学位课程，全程中文授课(要求 HSK5 级 210 分以上)，并非以语言培训为主。

Regarding applicants who would like to choose Chinese as their major, please be aware of the tips mentioned below:

1. **Chinese** as a Foreign Language is a program taught in Overseas Education College for international students with no requirement in Chinese proficiency (HSK certificate or equivalent), focusing on Chinese language learning and Chinese culture.
2. **Chinese Literature** is a degree program taught in Chinese by the School of Humanities with a requirement of Chinese proficiency. HSK5 with a score of 210 or above or equivalent accreditation is required. The program can be challenging to non-native Chinese speakers.

课程相关/Course-related Information

<p>网络是否提供相关课程信息? Is course information available online?</p>	<p>目前我校暂未在网络上提供课程信息。相关课程信息可在入学报到后凭学号登陆教务系统获取或者向相关学院咨询。</p> <p>Currently, our official website only contains program information (course information such as course lists or course descriptions are unavailable). Students can access course information via XMU's academic system after registration. Students can also consult the specific college for course information.</p>
<p>如何获得教学课程表? Is the course schedule/timetable available?</p>	<p>鉴于教学信息更换较快, 教学课程表及课程安排信息可在开学初学院教学秘书处获取。</p> <p>Yes. However, it won't be available until the new semester begins. For the syllabus, new students are recommended to contact the college secretary during the first week of every semester (the week for registration and course selection)</p>
<p>是否有选课限制? Are there any restrictions on course selection?</p>	<p>有。原则上, 本科生层次交换生仅可选修本科生课程, 研究生层次交换生仅可选修研究生课程。跨院系和年级课程须向相关学院申请, 获得同意后方可修习。只有厦门大学马分校的学生才可以选修医学院中医系课程。</p> <p>Yes. In principle, undergraduate exchange students can only select undergraduate courses and postgraduate exchange students can only select postgraduate courses. Exchange students should get approval from both colleges for cross-college course selection. Only XMUM students can choose courses of Traditional Chinese Medicine from the School of Medicine.</p>
<p>是否有英语授课课程? Are any courses conducted in English?</p>	<p>有, 如需了解详细信息, 学生抵校后可自行向相关学院咨询相关课程。</p> <p>Yes, we do provide some English-taught courses, although most courses are instructed in Chinese.</p> <p>For more details, please contact the secretary of your host college.</p>

<p>是否就读专业前有相关汉语补习课程?</p> <p>Are there any special language courses for exchange students prior to the exchange program?</p>	<p>无专门为交换学生开设的汉语补习课程，如学生（仅限非语言类学生）汉语程度确实较弱可选修汉语课程。本部交换生可在本部人文学院选修专门为留学生开设的《汉语 I》系列课程。语言类交换学生建议选择“海外教育学院”作为交换接收学院。</p> <p>There are no intensive language courses for exchange students. However, exchange students with little knowledge of Chinese can apply to take Chinese language courses during their exchange. Exchange students on Siming Campus can take Chinese language courses that the School of Humanities offers if necessary. Chinese language exchange students are strongly recommended to choose the Overseas Education College as their host college at Xiamen University. The Overseas Education College is located at Xiang'an Campus.</p>
<p>是否对必修课程/学分总数作出规定?</p> <p>What is the minimum and maximum number of modules or credits for each semester/year?</p>	<p>无专门应修课程/最低(高)学分总数之要求。我校将在新学期第一周的“新生入学指导会”上就相关校内选课规定及流程进行进一步的说明。</p> <p>Usually, there is no requirement for the minimum or the maximum number of modules or credits undertaken on an exchange program.</p> <p>More policies regarding course selection will be advised during the orientation.</p>
<p>是否需要在入学前填写/提交选课报告(计划)?</p> <p>Should students complete any learning agreement/course registration before arrival?</p>	<p>注册报到后，交换生应在相关教务部门和院系指导下登陆选课系统完成选课登记等手续。如若派遣院校要求交换生在抵达我校前提交选课报告(计划)，我校暂时无法完成相关确认工作。</p> <p>As for any learning agreement required by home universities, only after the course registration is completed can exchange students have their learning agreement verified by the Academic Affairs Office (for undergraduate courses) and/or Graduate School (for graduate courses).</p>

<p>如何选课? What's the procedure for course selection?</p>	<p>交换学生到我校报到后，在完成证件注册登记后即可使用个人学号登录选课系统进行校选课的选择，专业课程选课须在学院教学秘书的指导下完成申请和选课登记。</p> <p>相关教务部门将在新学期的入学指导会指导新生选课，具体选课办法请咨询校内教务部门或学院教秘。</p> <p>Exchange students will receive their student IDs for course selection after registration. Online course registration will be open after students arrive at XMU and complete arrival registration. For courses provided by specific colleges, students are advised to complete course registration under the instruction of the host college's secretary.</p> <p>Instructions on course selection will be given during the Orientation at the beginning of each semester, and detailed information will be provided by XMU academic affairs offices (Academic Affairs Office and Graduate School) and relevant offices in charge of departments and colleges.</p>
<p>如何取得学分? How to obtain course credits?</p>	<p>作为我校“全日制”学生(校际交换生包含在内)应在规定的学周内按时上课并按要求完成相关作业。出勤率低于 70%、课堂表现不佳及未按要求完成作业者将无法参加考试。考核及综合测评不及格者，不能取得相应课程的学分。</p> <p>In XMU, full-time students (exchange students included) are required to have a complete attendance record (the minimum attendance rate is 70%) of the selected courses. Poor in-class performance and failure to complete assignments may result in students being unallowed to sit their final exams. Failure to meet relevant requirements will result in the loss of the credits of the course.</p>

延长及期限变更申请/ Exchange Extension and Other Related Issues

延长及期限变更申请
Exchange extension
and other related issues

1. 交换期限如若需办理延长者(一学期延至一学年), 应在原定交换期限到期前提前(至少)30 天向派遣学校相关部门提出书面申请, 我校国际处/台港澳办交换生项目组将在收到派遣学校核准将申请人书面材料及同意函后及时受理并回馈申请结果。

Personal applications for extension of the exchange period shall be submitted to the relevant office at the student's home university (**at least**) 30 days before the end of the original exchange period. As soon as the personal application for extension and the official approval from the home university are received by XMU, the International Office/Office of Taiwan, Hong Kong & Macau Affairs will respond to the application.

2. 交换期限如若需办理缩短者, 应在离境前 30 天内向派遣学校相关部门提出书面申请, 我校国际处/台港澳办交换生项目组将在收到派遣学校核准将申请人书面材料及同意函后及时受理并回馈申请结果。

Personal applications for study suspension/withdrawal during the exchange period shall be submitted to the relevant office at the student's home university (**at least**) 30 days before the student's scheduled departure from China. As soon as the personal application for suspension/withdrawal and official approval from the home university are received by XMU, the International Office/Office of Taiwan, Hong Kong & Macau Affairs will respond to the application.

*相关申请核准后, 我校将自行代为处理住宿及学籍事宜, 证件及其他个人事务由学生本人在我校学生处海外学生事务科指导下自行处理。

XMU will update the student's status related to on-campus accommodation and academic affairs due to the change of exchange period (whether it is an extension, suspension or termination) as soon as the approval validates. Students must take care of changes to their stay permit/visa and any other issues under the instruction of XMU's Overseas Student Affairs Office.

其他

Other policies to be noted

1. 我校招生办将负责录取通知书和入境证件申请材料的制作与发放，详情可咨询 admissions@xmu.edu.cn (材料送达 1 个月后可开放咨询)。

Admission Letter and visa-related application materials will be provided after the application review is completed by XMU's Admissions Office. For follow-ups and related inquiries please email admissions@xmu.edu.cn.

*This service will be open one month after applications are due to be submitted.

2. 我校将尽量为校际交换学生提供校内住宿之便利,具体接收方案由我校学生处公寓办负责。具体信息详见交流生入学须知。

The XMU Student Accommodation Service will assist students with on-campus accommodations, however, on-campus housing is not guaranteed. More details will be in the Enrolment Instructions for Exchange Students.

3. 网上报名时请确定交换专业和课程层次，部分课程须按要求提供语言资格证书。

Students should confirm their desired majors during the online application. Some courses/majors require a certificate of language proficiency. Exchange students shall provide this certificate if necessary.

签证及保险/Visa, Entry-permit and Insurance

除上述申请及教学相关规定外，交换生在校期间应注意遵守以下管理规定。

Exchange students are advised to pay attention to and follow the policies and regulations mentioned below.

<p>签证 Visa</p>	<p>获得交换资格的外籍交换学生应按要求办理学生签证入境(X1/X2 visa)。申请人可凭录取通知书及签证办理申请表(JW202 Form)前往我国驻当地使领馆申请办理或进行相关咨询。</p> <p>International exchange students are advised to apply for an X1/X2 Visa (also called a Student Visa) with the Admission Notice and Letter for Visa application (JW202 Form) issued by XMU at the local Chinese Embassy in their home country. Please contact the Embassy for application procedures and requirements.</p> <p>获得交换资格的港澳台籍交换生应按我国相关出入境管理规定办理或持有效证件进入大陆地区。</p> <p>Exchange students from Hong Kong, Macau, and Taiwan should enter the mainland with a valid entry permit in accordance with related exit-and-entry regulations and laws.</p> <p>*入境后证件变更等问题可向学生事务大厅提出证件咨询(思明校区嘉庚三1楼学生事务大厅5号柜台, osao@xmu.edu.cn)</p> <p>Upon arrival, exchange students are advised to visit the Student Affairs Hall (Counter 5, 1st Floor, Jiageng 3 Building, osao@xmu.edu.cn) for visa-related inquiries.</p>	
<p>交换生是否允许工作? Are exchange students allowed to work?</p>	<p>校内/On campus:</p>	<p>校外/Off campus:</p>
	<p>不允许/Not allowed</p>	<p>不允许/Not allowed</p>

<p>保险及相关</p> <p>Are exchange students required to purchase a compulsory medical insurance plan?</p>	<p>外籍交换生和港澳台籍交换生应在入学前购买能覆盖其在华交流期限的有效保险，并在注册时出具有效的<u>中/英文</u>保险证明方可注册。无有效保险证明的交流生不予注册。</p> <p>Exchange students from abroad and those from Hong Kong, Macau, and Taiwan are required to purchase insurance that can cover their stay at Xiamen University before their arrival at XMU.</p> <p>Proof of valid insurance (in Chinese or English) should be presented upon registration. Registration will NOT be processed without valid insurance proof.</p>
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到达与住宿/Arrival and Accommodation

<p>到达 Arrival</p>	<p>1. 思明校区：鉴于我校及我市机场、码头均在市区中心，交通便捷。建议可自行打的前往校本部，交通费用在 30-40 元之间，行程约 20 分钟*。</p> <p>Siming Campus: Taking a taxi to the XMU Siming campus is recommended as the campus is conveniently located not far from Xiamen's airport, local railway stations, and ferries. The estimated cost is RMB 30-40, and the journey takes about 20 minutes.</p> <p>2. 翔安校区：从机场到翔安校区行程约 45 分钟，交通费在 150 元左右。</p> <p>Xiang'an Campus: Students who have been assigned to study and live on the Xiang'an campus should go there upon arrival in Xiamen. It takes about 45 minutes and costs around RMB 150 by taxi from the airport to the Xiang'an campus.</p>
<p>学校概况 XMU general information</p>	<p>学校概况可详见： General Information about the university can be found at the webpage below: http://en.xmu.edu.cn/</p>

<p>校区概况 Campuses</p>	<p>Map of Siming Campus and Xiang'an Campus:</p> <p>Map of XMU Siming Campus</p> <p>Map of XMU Xiang'an Campus</p> <p>思明校区: 位于厦门岛南端, 占地2500多亩, 设有研究生院、20个学院和8个研究院</p> <p>Siming Campus is in Siming District, Xiamen, covering an area of 167 hectares. It mainly houses such academic divisions as the Humanities and Arts, Social Sciences, Natural Sciences, and Engineering and Technology.</p> <p>翔安校区: 翔安校区位于厦门市翔安区, 距离思明校区34公里。目前有生命科学学院、医学院、公共卫生学院、药学院、海洋与地球学院、环境与生态学院、航空航天学院、能源学院、国际中文教育学院/海外教育学院、电子科学与技术学院、信息学院。</p> <p>Xiang'an campus is in Xiang'an District of Xiamen, 34 kilometers away from Siming Campus. It houses Chinese International Education College/Overseas Education College, School of Medicine, School of Pharmaceutical Sciences, School of Public Health, School of Aerospace Engineering, School of Life Sciences, College of Oceanography and Earth Sciences, Coastal and Ocean Management Institute, College of Environment and Ecology, and College of Energy, College of Electronic Science and Technology, and School of Information.</p>
<p>城市概况 Xiamen City</p>	<p>相关信息可参考:</p> <p>Information regarding Xiamen can be found at the webpage below:</p> <p>Xiamen Overview-Admissions Office of Xiamen University (xmu.edu.cn)</p>
<p>观光及休闲 Travel and Entertainment</p>	<p>相关信息可参考:</p> <p>Information regarding travel and entertainment in Xiamen can be found at the webpage below:</p> <p>Attractions-Admissions Office of Xiamen University (xmu.edu.cn)</p>

<p style="text-align: center;">住宿 Accommodation</p>	<p>4. 我校将尽量为校际交换学生提供校内住宿之便利,具体接收方案由我校学生处公寓办负责。具体信息详见交流生入学须知。</p> <p>The XMU Student Accommodation Service will assist students with on-campus accommodations, however, on-campus housing is not guaranteed. More details will be in the Enrolment Instructions for Exchange Students.</p> <p>5. 如选择校外住宿, 请向学生处海外学生事务科报备(校外住宿费用为人民币1500-3000 元/间/月)。</p> <p>Apartment rental off-campus is available. Exchange students can stay off-campus but are advised to report their temporary address to the Overseas Student Affairs Office.</p> <p>Housing Expense (estimated): RMB 1500-3000/room/month</p> <p>6. 入住时间: 我校校内住宿仅在报到之日对外开放(住宿费用按财务处要求收取或减免), 提前抵达的学生必须自行安排住宿。</p> <p>Check-in for on-campus accommodation is open only on the registration date for both the Siming campus and the Xiang'an campus (any charges or waivers will be subject to the policies of XMU's Finance Office). Therefore, students who arrive before the registration date should arrange temporary accommodation themselves.</p>
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报到流程/Registration and Orientation

<p>报到日期 Registration Date</p>	<p>新学期首日。具体时间详见录取通知书。 Registration is completed on the first day of the semester. The confirmed date will be included in the Admission package.</p>
<p>报到流程 Registration Procedure</p>	<p>1. 网上预注册：按照入学须知的要求按时登录迎新系统进行网上预注册。 Online Pre-registration is completed by logging in to the Welcome System within the prescribed timeframe. Please refer to the enrolment instructions in the Admission package for requirements of online pre-registration.</p> <p>2. 现场注册：新生直接前往各院系完成报到注册手续。 On-site registration: Upon arriving at XMU on the first day of the semester, students should proceed to their colleges to register their status.</p> <p>*相关安排可关注迎新系统 More details are available at https://welcome.xmu.edu.cn/</p>
<p>办公时间 General Office Hours</p>	<p>Academic offices at XMU usually operate within the following timeframes on weekdays:</p> <p style="text-align: right;">08:00-11:30 14:30-17:30</p>
<p>注册材料清单 Materials Required for Registration</p>	<p>注册地点详见录取通知书和入学须知 Confirmation of the location of onsite registration will be available in the enrollment instructions provided in the Admission package and on the Welcome System.</p> <ol style="list-style-type: none"> 1. Admission Notice (Original and Copy) 录取通知书原件与复印件 2. Two Passport-style Photos 照片 2 张 3. Passport (Original and Copy), copy of visa page and entry stamp page 护照、签证页复印件和入境章复印件 4. Valid proof of insurance (must be in Chinese or English) 有效保险证明 (需为中/英文)

<p>新生入学指导会 Orientation</p>	<p>具体时间以入学时的通知为准。 Orientation details will be provided upon onsite registration. 相关安排及相关常见问题可访问迎新网站(welcome.xmu.edu.cn)或在报到时由 OSAO 提供或协助解答。 Information and FAQs can be found at (https://welcome.xmu.edu.cn/). Further information is also available from the Overseas Student Affairs Office during Orientation.</p>
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成绩单/Academic Transcripts

<p>如何获得成绩单? How to obtain the academic transcript?</p>	<p>我校教务部门负责出具电子成绩单。 The Academic Affairs Office/Graduate School will issue an e-transcript.</p>
<p>课程、成绩单等咨询 Contacts for course/transcript-related enquiries</p>	<p>本科生项目请咨询校教务处: jwc@xmu.edu.cn; 研究生项目请咨询校研究生院: yisy@xmu.edu.cn; 汉语言项目请咨询海外教育学院: oec@xmu.edu.cn. Undergraduate Programs/courses: jwc@xmu.edu.cn Graduate Programs/courses: yisy@xmu.edu.cn Chinese Language Programs: oec@xmu.edu.cn</p>

联系信息/Contact

学校名称/Name of University	厦门大学/Xiamen University (XMU)
通讯地址 Mailing Address for hardcopy materials	中国 福建省 厦门市思明南路 422 号 厦门大学颂恩楼8楼 国际处 361005 Office of International Cooperation and Exchange 8 th Floor, Song'en Bldg, Xiamen University, No. 422, South Siming Road, Xiamen, Fujian, P. R. China Zip code: 361005
招生 Online application and Admission	Admissions Office Room 306, Song'en Bldg, Siming campus Email: admissions@xmu.edu.cn Tel: +86-(0)592-2184792/2188375 http://admissions.xmu.edu.cn
注册、签证、成绩单、管理 Registration, visa, transcript and overseas student administration	Karen Ke, Overseas Students Affairs Office Room 508, Song'en Bldg, Siming campus Email: osao@xmu.edu.cn Tel: +86-592-2183606 http://xsc.xmu.edu.cn

其他说明/Notes

- 厦门大学保留对上述规定、服务及其他相关信息的解释、说明和修改之权利。
Xiamen University reserves the right to change any of the information, services, and schedules mentioned above.
- 本手册以中文说明为准，如有变更及不符，以厦门大学现有官方中文文本文件为准。
In case of a discrepancy between English and Chinese, the English version of the fact sheet is provided for reference and general guide ONLY. All information is subject to XMU official documents/agreements/MoUs written in Chinese to the contrary.
- 如有疑问，欢迎与相关部门取得联系。
Please feel free to contact university staff if you have any questions.
- 如无特殊情况，请及时参加入学周举行的“新生入学指导会”。
Orientation for New Students is highly recommended at the beginning of the semester.