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An Introduction to NJU
Why Study at NJU
Nanjing University, located in the elegant and graceful ancient Southern Capital, is a school of renown with a longstanding history of more than one hundred years. Its predecessor, Sanjiang Normal College, was founded in 1902. As one of the Ministry of Education's direct-administered key comprehensive universities, all of Nanjing University's educational objectives and overall strengths are at the forefront of the Chinese academy. In 1994, Nanjing University was acknowledged as one of the country's “211 Project” key support universities, and in 1999 joined the ranks of the “985 Project” as one of the first key construction universities of high standard.
NJU currently operates three campuses – Gulou, Pukou and Xianlin – and comprises 25 institutes, 73 departments, and a total student body of nearly 50,000. The university offers 82 undergraduate majors, 19 specialty master's degree authorization centers, 1 specialty doctoral degree authorization center, 213 master's degree authorization centers, 23 doctoral degree authorization first class discipline points, 28 postdoctoral mobile centers, 8 grade one discipline national key disciplines, and 13 grade two discipline national key disciplines. NJU has a high quality faculty, including 28 academicians of the Chinese Academy of Science, 3 of the Chinese Academy of Engineering, 4 of the Third World Academy of Sciences, one of the Russian Academy of Sciences, and more.
Since its foundation at the beginning of the last century, Nanjing University has always been one of China's most active universities in developing international exchange and cooperation, and has established intimate cooperative relationships with numerous first-class universities and research organizations. For example, the Johns Hopkins University – Nanjing University Center for Chinese and American Studies has, since its foundation in the 1980s, thus far been monumentally successful and influential both domestically and internationally for more than thirty years. Now, in this new historical context, NJU is pushing boundaries and expanding channels for international communication and cooperation, and raising the bar for the comprehensive internationalization of education.

NJU Online: [www.nju.edu.cn](http://www.nju.edu.cn)
Arriving on Campus
Register at:
Institute for International Students
Address:
20 Jinyin Jie, Shanghai Lu, Nanjing
Telephone:
+86-25-83594535

Marks:
Gulou campus is located in downtown Nanjing, so transportation is convenient. The Institute for International Students and the International Student Dormitory (Nanjing University Xiyuan Hotel) are in the northwest corner of Gulou campus, housed in two neighboring buildings.

International Exchange Students who have been granted scholarship of both tuition fee and living expenses

You are required to register at Institute for International Students as well as International Student Dormitory.
International exchange students are suggested to arrive at Institute for International Students, NJU in one of the following ways:

1) Institute for International Students is roughly 6 km from the Nanjing Rail Station, and can be reached by taking:

A. #13 Bus: After exiting the station, turn right and walk 3 minutes to find #13 bus terminal. From there, take the #13 bus nine stops to Yunnan Lu stop. Cross the road, walk twenty meters along Jinyin Jie, and you've arrived at Zengxianzi Building, where Institute for International Students is located. NOTE: Nanjing Public Busses do not have ticket-takers and do not make change for fares. No matter how far you're going, the fare is only 1 yuan RMB (2 RMB for air-conditioned busses). Have exact change ready.

B. Taxi: At the bottom of the stairs to the left of the underground rail station exit, you can queue for a taxi. Taking a taxi to Institute for International Students, NJU costs about 20 yuan RMB, and all fares start at 11 yuan. When you get out of the taxi, please take care not to leave anything behind on the seats or in the trunk, and be sure to hold on to your taxi receipt.

C. Subway: From the underground rail station exit, follow the arrows directly to the subway entrance. One ticket costs 2 yuan, and can be bought at the subway entrance. Take the subway to Gulou station, exit the station and take a taxi to Institute for International Students. The taxi fare just costs the minimum 11 yuan.
2) Institute for International Students is roughly 45 km from Nanjing Lukou International Airport, and can be reached by taking:

A. Airport Bus (line 2): Exit the airport and take the airport bus line 2 (the fare is about 25 yuan) into the city– the fare is about 25 yuan – and when you get off at Guofangyuan station, switch to a taxi to the International Student Apartments. The taxi should cost about 12 yuan RMB.

B. Taxi: You can take a taxi directly from the airport to NJU Institute for International Students. The fare will be between 150 and 200 yuan RMB.
Register at:
Office of Hong Kong, Macao and Taiwan Affairs, Office of International Cooperation and Exchanges

Address:
22 Hankou Lu, Nanjing (downtown, in Gulou district)

Telephone:
86-25-8359 2287
Hong Kong, Macanese and Taiwanese exchange students are recommended to arrive at the Office which is roughly 45 km from Nanjing Lukou International Airport in one of the following ways:

**A. Airport Bus (line 2):** Take the airport bus line 2 (the fare will be about 25 yuan), get off at Guofangyuan station and take a taxi to NJU Hankou Lu main gate (22 Hankou Lu). The taxi should cost roughly 11-15 yuan. Once you enter the campus through the main gate, walk about 150 meters and on your left you will see a yellow European-style building with a blue roof, where officers from Office of International Cooperation & Exchanges work. Office of Hong Kong, Macao and Taiwan Affairs is located on the second floor.

**B. Taxi:** Take a taxi directly from the airport to NJU's main gate at 22 Hankou Lu. The fair will be somewhere between 150 yuan and 200 yuan RMB. Once you enter the campus through the main gate, walk about 150 meters and on your left you will see a yellow European-style building with a blue roof, where officers from Office of International Cooperation & Exchanges work. Office of Hong Kong, Macao and Taiwan Affairs is located on the second floor.

Hong Kong, Macanese and Taiwanese exchange students will settle down at Nanjing University's Xianlin campus. The Office of Hong Kong, Macao and Taiwan Affairs will provide exchange students with materials and information relevant to housing.

**Dormitory Address:** 163 Xianlin Dadao, Qixia District, Nanjing (NJU Xianlin Campus)

**Postal Code:** 210046
New Student Registration
Registration Address:
Nanjing University Institute for International Students (Zeng Xianzi Building, 1st floor lecture hall)
Telephone: 86-25-83594535

1. You should, within the timeframe set for you in your acceptance letter, bring your acceptance letter, JW201 or JW202 form, and your passport to Institute for International Students to report for new student registration.

2. If you applied for a duration of study that exceeds 6 months, please be sure to bring your original “Physical Examination Record for Foreigners,” original “AIDS, Syphilis, and Hepatitis Blood Test Report,” a single 2-inch passport photo with a light background, and your passport to Jiangsu International Travel Health and Hygiene Center (1 Baixia Lu) so that they may conduct inspection and verification procedures. If you have already had a physical examination outside the country, you must bring the original copies of all documentation from your exam, and pay a 60 yuan verification fee. If you need to have a physical examination at this health center, the total fees for the exam will be 380 yuan.
3. Inter-school exchange students must complete payment of relevant fees as agreed to by both schools.

1) If the agreement stipulates free tuition, then there is no need to pay tuition; however, you will need to pay other fees while in Nanjing, including housing fees, living expenses, the cost of textbooks, etc.

2) If the agreement stipulates free tuition and housing, you may apply to the International Student Apartments for a bed in a standard room (bathroom attached), with no need to pay room fees during your studies as an exchange student.

3) If, according to stipulations in the agreement, you must pay tuition, please pay application and tuition fees for the current semester (or year) of study either in remittance or cash RMB within the timeframe set for you in your acceptance letter. The information for remittances in RMB is as follows:

Bank: ICBC Nanjing Branch, Hankou Lu Office
Acct. number: 4301011309001041656111
Acct. name: Nanjing University

NOTE: The NJU Institute for International Students does not accept traveler's checks; any student who has not paid tuition in full by one month after the due date must pay an additional late fee of 5% semester tuition.
4. Inter-school exchange students must report to the Educational Affairs Office of the Institute for International Students to apply for their student IDs, which can be picked up in the same office one week later. Educational Affairs Office address: Gulou campus, Zeng Xianzi Building rm. 520

5. If inter-school exchange students choose to live off campus, they must be sure to register at the local police station within 24 hours after moving in, and must report to the Office of Study Abroad Student Affairs within 5 days to fill out a “Nanjing University Study Abroad Student Off-Campus Accommodations Registration Form” and turn in one 2-inch half-length, bareheaded photo to complete off-campus residence procedures.  
**Office of Study Abroad Student Affairs address:** Gulou campus, Zeng Xianzi Building rm. 518

6. If you choose to live in Xiyuan Hotel, please go to the hotel service desk to complete necessary housing procedures and sign a housing contract.  

**NOTE:** When you pay for your room, please also pay a housing deposit of 1000 yuan RMB and a security deposit of 600 yuan RMB.
7. If an inter-school exchange student, during their time at NJU, studies Chinese language only as an ordinary non-degree student seeking advanced training (including those training in another language), then they are required to take a Chinese proficiency test before starting classes.

**NOTE:** Students who have never studied Chinese before or who have already obtained an HSK score need not take the test.

8. If an inter-school exchange student already has a solid foundational knowledge of Chinese, and elects to study a department's specialty curriculum in Chinese, then after registering at the Institute for International Students, it is necessary for them to go to the department's academic affairs office, register, and apply for a student ID. If they choose an undergraduate curriculum, then they will need to attend class at NJU's Xianlin campus.

9. About Orientation: At the beginning of each semester, the Institute for International Students will hold various informational meetings and an opening ceremony, which all new students are advised to attend, and which returning students may attend if they wish. The Office of International Cooperation and Exchanges will also host orientation and training sessions for inter-school exchange students, as necessitated by the specific demands of the exchange programs. Itineraries will be announced.
Studying at NJU
1. Semester and Holiday Schedule
<table>
<thead>
<tr>
<th>Semester</th>
<th>Start Date</th>
<th>End Date</th>
<th>Finals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring Semester</td>
<td>Early to mid February</td>
<td>Early July</td>
<td>Semesters are approx. 17 weeks, the last two of which will be finals</td>
</tr>
<tr>
<td>Fall Semester</td>
<td>Early September</td>
<td>Early January</td>
<td></td>
</tr>
<tr>
<td>Summer Vacation</td>
<td>Begins in June each year, and lasts roughly 10 weeks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Winter Vacation</td>
<td>Variable, corresponding to the lunar Spring Festival, typically starting 12 days before and ending 16 days after the festival, lasting roughly 5 weeks</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Notes</td>
<td>If you need to choose a major curriculum in your department, then you will begin classes at the same time as NJU's full-time students</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
2. Course of Study
According to the inter-school exchange agreement, an exchange student’s course of study will usually be either 1 semester or 1 academic year. If the student wishes to extend their course of study, the deadline for that application falls in May and November of every year.

Applying For an Extension to Your Course of Study

∨

The exchange student first applies to their home university's international office

∨

The home university's international office confirms with Nanjing University's international office or Office of Hong Kong, Macao and Taiwan Affairs

∨

The student obtains official approval from both schools

∨

International exchange students extend their course of study at the IIS Academic Affairs Office;

Hong Kong, Macanese and Taiwanese students extend their course of study at the Office of Hong Kong, Macao and Taiwan Affairs

∨

International students go to the Office of Study Abroad Student Affairs to extend their visas, etc.

Hong Kong, Macanese and Taiwanese students go to the Office of Hong Kong, Macao and Taiwan Affairs to extend relevant paperwork
3. Exchange Student Curricula and Credit Requirements
1) Planning Curricula:

International students studying Chinese at the IIS should take class as prescribed by the institute. If a student is absent from class for more than 1/3 of the semester's total class days, they will not be awarded their certificate of completion.

Advanced exchange students, once oriented, should make timely contact with an advisor at NJU to propose a plan for research, and to choose relevant or necessary undergraduate courses. Once a student's tenure ends, the IIS will send a grade report to the international office of the student's home university.

2) Registration:

At the beginning of each semester, it is necessary to return to school on time, pay all applicable fees, and register before being enrolled for the new semester, all of which can be done at the IIS's Academic Affairs Office. International exchange students may choose to study any major that Nanjing University offers provided their Chinese level is sufficiently high, taking no more than 3 major classes a semester.

Students must also report to their department's Office of Academic Affairs for registration, only after which will they be enrolled for the new semester.

Hong Kong, Macanese and Taiwanese exchange students must go to the Office of Hong Kong, Macao and Taiwan Affairs to register.
3) Courses Selection:

For information on Chinese language classes, please visit the following website: http://hwxy.nju.edu.cn/

For specialized information on classes taught in English, please request the newest English course catalogue from our Office of International Cooperation & Exchanges through your home university's international office.

4) Getting Your Student ID:

Once school starts, International, Hong Kong, Macanese and Taiwanese exchange students will be provided with a student ID by either the Institute for International Students or the Office of Hong Kong, Macao and Taiwan Affairs.

If you lose your ID, you can apply for a replacement. Your student ID is an important document, and necessary for proving your identity; please carry it with you at all times, and do not loan it to other people.
5) Getting Your Transcript:

Every department will send a list of international students taking their classes to the Institute for International Students' Academic Affairs Office, of all Taiwanese students' grades to the Office of Hong Kong, Macao and Taiwan Affairs, and of Hong Kong and Macanese students to the Academic Affairs Office.

Once study has ended, the above offices will mail exchange students' transcripts directly to their Home University’s International Office or Student Affairs Office. Grades will be mailed out 4 weeks after the end of the semester. Grades will be mailed to the transcript mailing address as filled in by exchange students at the time of application.

6) Leaving Campus:

When leaving campus, exchange students should be sure to check out of their rooms with either Xiyuan Hotel's general service desk, or the Xianlin campus Dormitory Management Office.
Fees & Expenses
1. Tuition
1) Exchange students who, according to the inter-school exchange agreement, are not required to pay tuition to either school.

2) If you are required by your inter-school agreement to pay tuition, please pay any relevant application and tuition fees at the time of application for admission and class placement. Tuition is paid at the Institute for International Students when reporting for registration at the beginning of each semester. Those students whose duration of study is shorter than one semester pay the standard fee for a half-year; those whose duration of study is more than one semester, but less than one academic year pay the standard fee for a year.

3) Exchange students paying tuition at their own expense should complete payment in a timely manner. Those who are, for whatever reason, unable to pay fees in a timely manner are required to complete an “Institute for International Students Postponement of Tuition Payment Form.” Once approved, the student may hand in payment within one month of the start of the semester; those paying tuition more than one month after the beginning of the semester must pay a late fee equal to 5% of that semester's tuition. If an exchange student paying tuition at their own expense discontinues their studies mid-semester, that semester's tuition will not be refunded. Students who do not report for class in a timely manner, or who resume studies or enter school mid-semester must pay that semester's tuition in full.
2. Housing Fees
1) International exchange students who live in Xiyuan Hotel should promptly pay their room fee, a security deposit of 600 yuan RMB, and a housing deposit of 1000 yuan RMB, as required by school regulations.

2) Room fees may be paid monthly, from the 25th – 30th; when checking out, housing fees are charged up until the date the room key is returned. Standard rates for room fees are as follows:

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Price</th>
<th>Campus Location</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Economic room</td>
<td>190 yuan/day</td>
<td>Gulou campus</td>
<td>Limited availability</td>
</tr>
<tr>
<td>Standard room</td>
<td>210 yuan/day</td>
<td>Gulou campus</td>
<td>Limited availability</td>
</tr>
<tr>
<td>Single room</td>
<td>210 yuan/day</td>
<td>Gulou campus</td>
<td>Limited availability</td>
</tr>
</tbody>
</table>

3) Hong Kong, Macanese and Taiwanese exchange students who live in the dormitories on the Xianlin campus, if required by their inter-school agreement to pay tuition, should promptly pay their housing fees, as required by school regulations.

<table>
<thead>
<tr>
<th>Room Type</th>
<th>Price</th>
<th>Campus Location</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard dorm (4 to a room)</td>
<td>600 yuan/semester</td>
<td>Xianlin campus</td>
<td>If staff are dissatisfied, housing fees may be raised, as dictated by the situation</td>
</tr>
</tbody>
</table>

4) Exchange students living off campus should also pay rental fees to their rental organization or local landlord in order to avoid creating unnecessary legal disputes.
3. **Living Expenses**
Typically, monthly living expenses for exchange students in Nanjing are between 1500 – 3000 yuan, depending on individual spending habits.
4. Sundry Other Fees
1) Physical examination and verification procedures at the Jiangsu International Travel Health and Hygiene Center will require the payment of examination and verification fees.

2) Taking care of the various visa and residence procedures at the Nanjing Municipal Public Security Bureau Exit-Entry Administrative Division will require the payment of relevant fees.

3) Checking out reading material from the school library and the IIS resource room will require the payment of a 300 yuan RMB security deposit.

4) Obtaining an NJU Campus Card will require the payment of a 20 yuan cost-of-production fee.

5) Obtaining an NJU Medical Treatment Card will require the payment of a 6 yuan medical card cost-of-production fee.

6) Use of campus athletic facilities, such as the tennis courts, ping pong facilities, the gym, and the indoor swimming pool will be charged at standard student rates with valid student ID.

7) For students whose expenses are not being subsidized, the cost of meals, medical expenses, books and other educational materials, recreational travel and any expenses associated with extracurricular experiments, internships or specialized tours are to be paid by the individual incurring them.
Visas & Residence
Visas and residence permits are important documents. They are proof of legal residence during a foreign study abroad student's stay in China. They affect every foreign student's ability to study happily and productively, and to complete their studies without incident during their time at school. So, please read the following information carefully; if you have any questions, please promptly consult the Institute for International Students Office of Study Abroad Student Affairs. Hong Kong, Macanese and Taiwanese exchange students, please contact Nanjing University's Office of Hong Kong, Macao and Taiwan Affairs for consultation concerning the arrangement and processing of entry papers.
About Visas
When coming to China, study abroad students must hold an ordinary passport, as well as either a study (X) visa or visitor's (F) visa in order to enter the country. If entering on any type of visa other than X, students must have it updated to a study visa as soon as possible. Holders of X visas must go to the Nanjing Municipal Public Security Bureau and arrange for a residence permit within 30 days of entering the country. Before going to the PSB, it is necessary to first go to the IIS Office of Study Abroad Student Affairs to provide proof of a valid visa. Holders of any other type of visa who arrive on campus need to turn in their passport and visa to the Office of Study Abroad Student Affairs for verification and guidance.

A. WHO: Who needs to do it?
Study abroad students who enter the country holding any visa other than a study (X) visa, or who plan on exiting the country during the duration of their studies, must update their visa to a residence permit.

B. WHEN: When should I do it?
Applications should be made within 10 days of entering the country.

C. HOW: How do I do it?
Study abroad students should personally bring their student ID, a valid passport, and one passport photo to the Office of Study Abroad Student Affairs and fill out an “Application for Visa and Residence Permit”; Bring a valid passport and “Application for Visa and Residence Permit” with an official stamp from the Institute for International Students and an attached photo, to the Nanjing Municipal Public Security Bureau Exit-Entry Administrative Division (address: 1 Sanyuan Xiang Gongci; Telephone: 86-25-84420005) to complete procedures necessary for updating your visa.

D. OTHERWISE: What if I don’t do it?
If you do not update your visa, so that it no longer reflects your
identity, then you may face consequences as stipulated in relevant provisions of the “Law of the People's Republic of China on Control of the Entry and Exit of Aliens.”

3. Extending Visas

A. WHO: Who needs to do it?
Study abroad students who currently hold an F or L visa and will need to continue studying at Nanjing University beyond their F or L visa's expiration date must carry out application procedures for a visa extension.

B. WHEN: When should I do it?
Applications for visa extensions should be made at least one month before your visa's expiration date.

C. HOW: How do I do it?
Study abroad students should personally bring their student ID, a valid passport, one passport photo, and the JW202 form and from the date of entry into the university to the Institute for International Students Office of Study Abroad Student Affairs and fill out an “Application for Visa and Residence Permit,” with an official stamp from the Institute for International Students and an attached photo, to the Nanjing Municipal Public Security Bureau Exit-Entry Administrative Division (address: 1 Sanyuan Xiang Gongci; Telephone: 86-25-84420005) to complete procedures necessary for extending your visa.

D. OTHERWISE: What if I don't do it?
If your visa expires and you haven't already taken care of extending its validity but continue to remain in the country, then you become an illegal resident and will be subject to fines, as stipulated in relevant provisions of the “Law of the People's Republic of China on Control of the Entry and Exit of Aliens.” For those whose circumstances are particularly serious, punishment may include being detained or deported.
Nanjing University can help the spouses and children (under age 16) of study abroad students extend their visas. The spouses and children of study abroad students can have their visas extended by up to 3 months per extension, and may extend their visas any number of times, but extensions' validity may not exceed that of the study abroad student's visa or residence permit. If proof of family members' relationships have undergone authentication by a Chinese consulate abroad, application may be made for a single 6-month extension.

4. Extending the Visas of Spouses and Children
ABOUT RESIDENCE PERMITS
1. Applying for a Residence Permit

A. WHO: Who needs to do it?
Study abroad students holding X visas and who will be studying for more than half a year need to apply for a “Residence Permit for Foreigners.” Residence permits are good for multiple entries into the country.

B. WHEN: When should I do it?
Study abroad students holding study (X) visas must apply within 30 days of entering the country.

C. HOW: How do I do it?
Proof and record of physical examination:
※ New students coming from abroad need to go to the Nanjing Bureau of Hygiene and Quarantine to hand in proof of a physical examination for verification. A “Health Certificate” will be issued to those who pass verification;
※ If a student's documents do not meet requirements, they must undergo another health inspection, and will receive their “Health Certificate” after passing the examination;
※ Residence permits for a stay shorter than 12 months do not require a health inspection, while residence permits for 12 months or longer do;
however, physical examinations are always necessary for processing a second residence permit.
※Study abroad students should personally bring their student ID, a valid passport and one passport photo to the Office of Study Abroad Student Affairs and fill out an “Application for Visa and Residence Permit;”
※Then, study abroad students should bring the following materials to the Nanjing Municipal Public Security Bureau Exit-Entry Administrative Division to apply for a residence permit:

| 1) “Health Certificate” provided by the Nanjing Bureau of Hygiene and Quarantine. |
| 2) “Application for Visa and Residence Permit” provided by the university |
| 3) “Application for Visa for Foreigners Studying Abroad in China” (JW201 or JW202) |
| 4) A valid passport containing a study (X) visa |
| 5) 2 passport photos |

2. Residence Permit Validity

The duration of a residence permit's validity is usually the same length as the period for which students are paying tuition, and cannot exceed the the duration of one's passport's validity.
3. Updating Residence Permits

A. WHO: Who needs to do it?
Study abroad students who change their place of residence, passport number (by receiving a new passport), or their work unit (i.e., the school they attend), etc.

B. WHEN: When should I do it?
Within 10 days of any change to your place of residence, passport number (by receiving a new passport), or their work unit (i.e., the school they attend), etc.

C. HOW: How do I do it?
Study abroad students should personally bring their student ID, a valid passport and one passport photo to the Office of Study Abroad Student Affairs.
Bring a valid passport and “Application for Visa and Residence Permit,” with an official stamp from the Institute for International Students and an attached photo, to the Nanjing Municipal Public Security Bureau Exit-Entry Administrative Division to conduct procedures necessary for updating your residence permit.

D. OTHERWISE: What if I don't do it?
If you change programs and haven't already taken care of updating the program listed on your residence permit, you will be punished in accordance with relevant provisions of the “Law of the People's Republic of China on Control of the Entry and Exit of Aliens.”
4. Extending Residence Permits

A. WHO: Who needs to do it?
Those who will continue to study in China beyond their residence permit's expiration date will need to apply for an extension.

B. WHEN: When should I do it?
Applications for residence permit extensions should be made at least one month before the permit's expiration.

C. HOW: How do I do it?
Study abroad students should personally bring their student ID, a valid passport and one passport photo to the Office of Study Abroad Student Affairs.
Bring a valid passport and “Application for Visa and Residence Permit,” with an official stamp from the Institute for International Students and an attached photo, to the Nanjing Municipal Public Security Bureau Exit-Entry Administrative Division to conduct procedures necessary for updating your residence permit.
If you didn't turn in your “Health Certificate” the first time you applied for a residence permit, then you are required to turn it in when you apply for an extension.
D. OTHERWISE: What if I don't do it?
If your residence permit expires and you haven't already taken care of applying for an extension, but continue to remain in the country, then you become an illegal resident and will be subject to fines, as stipulated in relevant provisions of the “Law of the People's Republic of China on Control of the Entry and Exit of Aliens,” and, in the most serious circumstances, be detained or deported.
Leaving the Country at the End of Your Studies
International exchange students whose studies have been completed and who are leaving the Chinese mainland absolutely must do so while their visa or residence permit is still valid. If, for some reason, it is not possible to leave the country on time, it is necessary to apply for and have approved an application for an extension to your residence permit. During the duration of their studies, the legitimate rights and interests of any international exchange student studying in China will receive the protection of the law, and so students must respect Chinese law and any school regulations.
1. Borrowing Books
Nanjing University's library and the IIS resource room are open to study abroad students, and will lend books and other materials to those with a library card. Departments will also typically have a reading room; you can inquire at your department as to internal usage and lending policies.
2. Medical Services
Nanjing University has a school hospital, which is divided across the Gulou and Xianlin campuses, and provides everyone with medical services. If you're not feeling well, you can always go to one of these hospitals for advice and treatment.

In addition to this, the Gulou campus's neighborhood also houses the Jiangsu Provincial People's Hospital, the Jiangsu Provincial Chinese Medicine Hospital and the Gulou Hospital, all of which are very good large-scale hospitals, and so you can always choose to go to a different hospital, should you feel it's necessary. The city emergency response center's number is 120 or 110; the above hospitals are located at the following addresses

Jiangsu Provincial People's Hospital – address: 300 Guangzhou Road, phone: 86-25-83718836
Jiangsu Provincial Chinese Medicine Hospital – address: 156 Hanzhong Road, phone: 86-25-86617141
Nanjing City Oral Hospital – address: 30 Zhongyang Road, phone: 86-25-87713522
Nanjing City Gulou Hospital – address: 321 Zhongshan Road, phone: 86-25-83304616
3. Safety and Security
Nanjing has one of China's best situations as far as public security, so studying at Nanjing University and living in Nanjing is relatively safe. Even so, we advise you not to lower your guard. If something does happen, you absolutely must report it to the police without delay, as well as report it to the IIS Office of Study Abroad Student Affairs or the Office of Hong Kong, Macao and Taiwan affairs. Our teachers will do all they can to help you.

Tips:
※ Keep your passport and money safe; don't carry around your passport or large sums of money when it isn't necessary.
※ Put valuables in your room's safe or the safety area, be sure to lock it securely, and be sure that when you leave your room, in addition to closing your door tightly, you turn off all water faucets and lights.
※ When traveling, respect all traffic laws and pay attention to traffic safety.

Nanjing University Campus Police
 Reporting: 83595110
Police: 110
Fire: 119
Traffic accidents: 122
Medical Emergency: 120 or 110
4. About Housing
International exchange students live at Xiyuan Hotel on Gulou campus. The Gulou Campus is situated in downtown Nanjing, so transportation is very convenient. The neighborhood around the Mandarin Garden hotel has banks, restaurants, supermarkets, etc.

Hong Kong, Macanese and Taiwanese exchange students are typically assigned to housing on the Xianlin campus. Xianlin dormitories house 4 people to a room, all having a separate sun-deck, bathroom, air-conditioning and water dispenser; and every building has a common shower, facilities for boiling water and a self-service laundry room; a bank, post office, supermarket, barber and other services can be found downstairs from the dormitories.

International exchange students and Hong Kong, Macanese and Taiwanese exchange students may also live in off-campus accommodations, but must, in accordance with regulation, go to their place of residence’s local public security bureau to handle registration
procedures. When living off campus, it is absolutely necessary to ensure that the source of your housing information is reliable, that rental procedures are entirely legal, and to have your landlord file your rental permit at the local public security bureau, as well as to visit the PSB yourself to apply for a temporary HUKOU (Registration of Residence). In short, it's necessary to ensure that all rental procedures complete, legitimate, and reliable.

**Tips:**
※ Many students will change their addresses and contact details during their time studying at NJU. Please be sure to notify the IIS's Office of Study Abroad Student Affairs, or the Office of International Cooperation and Exchanges and the Office of Hong Kong, Macao and Taiwan Affairs of new addresses, telephone numbers, or email addresses. Only when we've got accurate contact details can we maintain unhindered communication and provide appropriate assistance.
5. Dining
International exchange students and Hong Kong, Macanese and Taiwanese exchange students are welcome to dine at any of the many dining halls on campus. Once you get your Campus Card, you can use it on both campuses. Gulou campus's Xiyuan Hotel also has a dining hall and a study abroad student fast food restaurant, and the neighborhood is home to countless Chinese, Korean and Japanese style restaurants and fast food places.
6. Changing and Saving Money
In Nanjing, Bank of China, Industrial and Commercial Bank of China, China Construction Bank, Agricultural Bank of China, China Merchants Bank, Chinese Bank of Communications, China Cathay Bank, and other banking institutions all have branches that will change foreign cash, currency and traveler's checks for RMB. Some of the larger hotels in the area will also change foreign currency for RMB. For example, in the university's neighborhood there is Jingling Hotel, Zhongxin Hotel, Gu Nan Du Hotel, and Fenghuangtai Hotel.

International exchange students may use their passport to open RMB or foreign currency accounts at any bank in Nanjing. Banks in the area include: ICBC, CCB, CBOC, BOC, etc.
On-campus Facilities
Gulou Campus: The IIS has a basketball court, which is provided free of charge for foreign study abroad students' and international exchange students' use. The southern half of campus has tennis courts, and the northern half has an indoor pool, weight room, ping-pong facilities, and an area for calisthenics. Fees are regulated by the university. The neighborhood also has all the amenities you would expect; there are banks, supermarkets, post offices, hospitals, photo studios, book stores, and more. All of a study abroad student's needs can be met.

Xianlin Campus: The Xianlin Campus has already opened its basketball, volleyball, and tennis courts, as well as other sports facilities. The gym houses a ping-pong room, badminton room, weight room, as well as other facilities open to the community, some of which require fees for use.
8. About Holidays
International exchange students and Hong Kong, Macanese and Taiwanese exchange students enjoy the same holiday schedule as all NJU students. The university does not close for the holidays of other countries.

Generally, the school calendar lists the current year's holiday schedule. Excluding the Winter and Summer breaks, China's major holidays include:

- Jan. 1: New Years Day 1 day
- Apr. 5: Tomb Sweeping Festival 1 day
- May 1: Intl. Labor Day 1 day
- May: Dragon Boat Festival 1 day
- Sep.: Mid-Autumn Day 1 day
- Oct. 1 – 10: National Day 7 days
1. **Campus Card**
Currently, campus cards can be used at NJU's cafeterias, campus supermarkets, hospitals, libraries, showers, water boiling facilities, swimming pools, as dorm keys, and more. As time goes on we will continue to expand the scope of the campus card's use.

Hong Kong, Macanese and Taiwanese exchange students, please note: If there is no documentation in the campus card management system, the default password will be set to “666666”; this should be changed. Please do so at a self-service machine or self-service inquiry machine. The card is already tied to the ICBC account provided you, so you can transfer funds directly between the two at a self-service machine. Currently, self-service machines and inquiry machines are located in the Xianlin cafeteria's 1st underground floor, and downstairs in every dormitory building, with cash top-up stations in building 1, area A. (Service Line: 83596529, 83596989)

Tips:
※The Nanjing University Campus Card and the bank card issued by ICBC can be tied to each other. Once tied, they will allow you to transfer funds conveniently from your bank card to your campus card via the self-service machines on campus, avoiding the hassle of lines at the cash top-up stations. So, we advise you to apply for a bank card from ICBC.
10. Relevant Travel
International exchange students and Hong Kong, Macanese and Taiwanese exchange students may go traveling outside of class time. When traveling, it is imperative that you take your passport or other valid proof of identification, and that you take good care of your ID and valuables.

As for international exchange students, when traveling within China's borders, please be sure to choose areas of China that are open to foreigners. It is not permissible to enter any place not open to foreigners without prior permission. If you violate this rule, public security organs will follow through with punishments prescribed in the “Law of People’s Republic of China on Control of the Entry and Exit of Aliens.”

Travel is only permitted on the weekend and during holidays or breaks; students are not permitted to go traveling during the semester without requesting leave.
11. Nanjing’s Climate
Nanjing's climate is subtropical and humid, its average annual temperature is 15.3°C, and its annual precipitation is 1106.5mm, with the rainy season being mid June to early July. “Summer heat, Winter cold” are words that differentiate Nanjing from other cities south of the Yangtze River in how aptly they describe the city's climate. Chances of snow are usually greatest in December.

Spring: Nanjing's spring begins roughly in late March or early April, and lasts until late May or early June; its average length is 60-70 days.

Summer: Nanjing's summer runs from early or mid June to mid September, lasting roughly 100 days, and can be divided into distinct rainy and midsummer drought weather.

Fall: Fall runs from mid September to mid November, lasting roughly 60 days.

Winter: Nanjing's winter lasts from mid November to late March or early April of the next year. Winter weather is characteristically cold and dry. Falling temperatures and strong winds are this season's main weather phenomena.
Section for Education Abroad Programs,
Office of International Cooperation & Exchanges,
Nanjing University