



Beijing Institute of Technology

FACT SHEET

For Exchange Program Students

ACADEMIC CALENDAR

Fall Semester Early September — middle of January

Spring Semester Late February — late June

*Exact dates of each semester will be given when the official BIT academic calendar is confirmed. Please refer to the information on the Admission Notice for the dates of registration at BIT.

NOMINATION & APPLICATION

Eligibility

1. Must be a currently enrolled university student (grade two or above);
2. Complete 2 semesters at home university;
3. Non-Chinese citizen.

Nomination

Exchange coordinator of home university needs to download the [nomination form](#) and send it to exchange admission officer by email after filling.

Nomination Deadline

Nomination deadline for fall semester: May 15th

Nomination deadline for spring semester: November 15th

Application Time

Application for fall semester: Mar.1st - June 1st of the same year

Application for spring semester: Sep.1st - Dec 1st of the previous year

Application & Supporting Documents

1. Please apply online by visiting <http://apply.isc.bit.edu.cn>, and upload materials below:
 - (1) photo page of passport (students are required to upload a passport with validity at least 6 months after the end of study at BIT);
 - (2) Transcripts at home university (English/Chinese version with signature and/or seal by home university);



- (3) Proof of language proficiency;
 - a) IELTS \geq 5.5 or TOFEL \geq 80 or equivalent qualification for attending English-taught programs (no official test results required. Letter/certificate from home university accepted. No requirement for native speakers.)
 - b) HSK5 or above or equivalent qualification for attending Chinese-taught programs (Official test results required)
 - (4) One letter of recommendation by home university lecturer or professor in relevant school;
 - (5) Statement of purpose clearly indicating duration and purpose of study, preferred technical work or experience, academic background, personality, hobby, etc. with a minimum of 1000 words;
 - (6) ID photo with white background;
 - (7) Physical Examination Record for Foreigner (Download from <http://isc.bit.edu.cn/> → Resources → Download);
 - (8) financial guarantee letter (only necessary when applicants get further notice from admission officer);
 - (9) Non-criminal record (only necessary when applicants get further notice from admission officer).
2. Student for undergraduate study shall apply as a “general visiting student” and student for graduate study shall apply as a “senior visiting student” under exchange program.
 3. Students for Intensive Chinese Language Program shall apply as a “general visiting student” if you are in undergraduate study or “senior visiting student” if you are in graduate study at home university.
 4. Applicants will get the email notice about paying the application fee RMB 500 online when the first review of application is passed.
 5. Applicants may need to upload more supporting documents if they receive further notice.
 6. Admission Notice and JW202 Form for visa application will be sent to home university by post if applicants are admitted.

PREPARATION BEFORE ARRIVAL

Visa application

All students are required to apply for Student Visa (X1/X2) at Chinese Embassy or Consulate in your country with your passport, Admission Notice and JW202 Form. Any other type of visa is not accepted.



Insurance

All students should purchase the Comprehensive Insurance at BIT.

Name of the insurance	Comprehensive Insurance for Foreign Students in China
Company	Unichina International Insurance brokers (Beijing)Co.,Ltd
Website	www.lxbx.net
Insurance Plan	Package 800 for International Students
Premium	400 RMB for half year, 800 RMB for one year

Accommodation

Four-bed room in No.14 and No.16 Dormitory in Zhong Guan Cun campus are available for all exchange students. The room is equipped with air-conditioner, desk, wardrobe, internet access and public laundry room. Three rooms share one bathroom with 24-hour hot water.

Students will receive an email about room reservation after admission and need to reply the email to reserve dormitory room on campus. Students don't need choose No.14 or No.16 since the room will be assigned for each one after successful reservation.

Students need to pay the accommodation fee including water and electricity fee once for one semester when check-in on registration dates at BIT so it would be convenient that cash in RMB is prepared in advance. Fees won't be returned back if students check-out during the semester.

Regarding the detailed information, please refer to [accommodation page](#).

Exchange students are allowed to choose either live on campus or find an apartment outside on your own.

Estimated Costs

Application fee (online)	CNY500
Health insurance	CNY 400 for half year, CNY 800 for one year
Accommodation fee	CNY 900/month/bed
Average cost of food	CNY1000-1500/month
Visa (for X1 holder only)	CNY550



UPON ARRIVAL

Courses Available

1. English-taught programs for exchange in undergraduate study ([Click to Download](#))
2. English-taught programs for exchange in graduate study ([Click to Download](#))

Reminder:

1. The course schedule will be sent to students by email right before the start of each semester. Please notice that the course information provided herein may be subject to change before course registration.
2. Some courses may have limited enrollment.
3. Courses in MBA program are only limited to graduate students with MBA background.
4. Exchange students could only choose courses within the relevant school.
5. Feel free to consult with the admission officer if you need any details of courses.
6. Chinese language course (6 credits) for beginners will be offered to exchange students each semester. Students are free to register if there is no time conflict with other courses.
7. Students in any major at home are free to choose Intensive Chinese Language Program with 20 class hours each week. Students register in this language program couldn't choose any course in other program.

Transcripts

Transcripts will be sent to home universities at the beginning of the following semester after exchange:

Exchange period	Transcripts will be sent in
Fall semester	March or April
Spring semester	September or October

ADMISSION OFFICER

Ms. Xin ZONG (Summer)

Office of International Students

Beijing Institute of Technology

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