

Enrollment Guide for International Students

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Enrollment Guide for International Students

Welcome to the Beijing Language and Culture University family! To ensure a safe and smooth arrival, and to help you quickly adapt to university life, we kindly ask you to read the following guidelines carefully.

I. Visa

1. Please apply for your visa at the Chinese Embassy (or Consulate) with the Admission Letter and the *Visa Application Form for International Students Studying in China* (**JW202 Form**, study duration for more than 180 days) or the *Information Form for Short-term International Students in China* (**DQ Form**, study duration for less than 180 days).

2. Please note: JW202 Form / DQ Form shall be downloaded and printed by yourself.

Download Method for JW202/DQ Form: Please log in to the “**Visa Application**” section on the Study in China website: <http://www.studyinchina.edu.cn> (For details, please refer to Figure 1.) Enter your passport name, passport number, email address, and other required information to download the form. The information you provide must be consistent with the application information you submitted to our university.

Note: If you are unable to download for special reasons, please contact Office of International Students Admissions and Affairs in time.



Figure1:



3. International students must apply for a study visa (**X visa**) to study in China according to the requirements of the China Exit-Entry Administration and the National Immigration Administration. Registration procedures are not available for other types of visas. If you are already in China and hold a visa or residence permit of another type, you must convert it into a student (X) visa or a study-related residence permit before you can begin your studies at the university.

- If you will study in China for more than 180 days, you need to apply for X1 visa and convert into a residence permit **within 30 days after entering China**.

- If you will study in China for less than 180 days, you need to apply for X2 visa.

***Please ensure that your passport is valid for at least 180 days from the official start of the course for the sake of residence matters. Except under special circumstances, please do not change your passport after receiving the official admission letter, as it may affect your subsequent visa application.**

Kind Reminder:

If a foreigner stays in China with an expired visa or residence permit, it is considered illegal residence, and the Exit-Entry Administration will impose penalties on the individual. Therefore, after your arrival in China, please make sure to pay close attention to the validity of your visa or residence permit.

II. Insurance

To protect your health and safety in all aspects, and in accordance with relevant regulations of the Chinese government, all international students coming to China are required to purchase Comprehensive Medical Insurance. Those who do not participate in comprehensive medical insurance will not be registered.

(1) Premium standard:

Insurance Coverage Time	Premium
One month or less	100yuan (accident insurance)
	160 yuan (Comprehensive medical insurance)
two months	240 yuan
three months	320 yuan
six months	400 yuan
seven months	560 yuan
eight months	640 yuan

nine months	720 yuan
twelve months (one academic year)	800 yuan

Note: For students whose study period exceeds one academic year, the medical insurance fee must be paid in full for the entire academic year at once.


- ❖ For more details, please visit <http://www.lxbx.net/>. After registering a personal account, you can view the specific terms and conditions of the insurance policy.
- ❖ 24/7 chinese-english customer service hotline for international student insurance: 0086-400-810-5119.

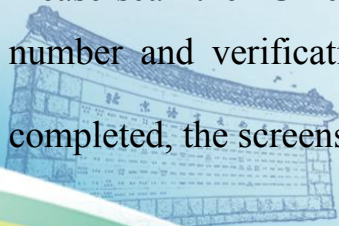
(2) Please purchase online through one of the following methods after receiving the *Admission Letter*.

① **PC**

Log in the overseas students insurance website (www.lxbx.net) → input the passport number and verification code → select the premium, click to buy → select the payment method → finish the payment, and keep the payment proof in the e-mail;

② **Mobile phone**

Please scan the “Unichina International” QR code  → input the passport number and verification code → click “Buy insurance”. After the payment is completed, the screenshot shall be kept as payment proof;



- It is recommended that you download WeChat or Alipay in advance (please do not jump to other APP during use). You can also choose VISA/MASTER and other international bank cards for payment.

③ **BLCU International Student Management Service Platform Student Terminal:** <https://isds.blcu.edu.cn/console/#/student/login>.

We will inform the “user name” and “password” required for log by email before the expiration of registration (generally one week before the registration date). Please check the email and log in the “medical insurance payment” section of the platform to complete the online payment.

Reminder: Insurance is especially important for your health and safety. The insurance will take effect the next day after purchase. Please do not purchase it too early. we strongly recommend that you complete the purchase 1 – 2 days before your arrival in China.

III. Payment

1. The tuition fee and accommodation fee shall be paid at the time of registration at the university. For those who will study for one academic year or more, please pay the tuition fee for one academic year and the accommodation fee for at least one semester at a time.
2. Options for payment of tuition fees are as follows. Please refer to “V. Accommodation” part for payment methods of accommodation fees.

◆ Payment before coming to the university:

(1) **BLCU payment platform:** <https://pay.blcu.edu.cn:8043/>

Note: Your login ID: student number, Password: Blcu@000000. After logging in, please follow the system prompts to change your password. The system supports payment via international credit cards, UnionPay, and Alipay/WeChat QR code scanning.

It supports credit card with international business, UnionPay card and Alipay/WeChat code scanning payment.

(2) **Bank telegraphic transfer:**

You can also choose to remit the tuition fee to the university account through the bank. It is suggested to remit the tuition fee at least 2 weeks before the start of the course. The original remittance payment proof must be presented during registration. If the university has not received the remittance at the time of registration, registration procedures will not be handled. If you pay with foreign currency, please remit according to the real-time exchange rate of the bank, subject to the amount of RMB converted from the foreign currency finally received to the account. Any excess payment will be refunded and deficiency shall be repaid. The remittance account information is as follows:

• If you are **outside of mainland China**, please select the following account for remittance in foreign currency or RMB:

ACCOUNT WITH BANK: HUA XIA BANK, BEIJING BRANCH

SWIFT BIC: HXBKCNBJ030

A/C NO: 4066200001819400000429

NAME: BEIJING LANGUAGE AND CULTURE UNIVERSITY

ADDRESS: 15TH XUEYUAN ROAD,HAIDIAN DISTRICT, BEIJING, CHINA

• If you are in **Mainland China**, please select the following account for remittance in RMB:

ACCOUNT NAME: BEIJING LANGUAGE AND CULTURE UNIVERSITY

ACCOUNT NUMBER: 0200006209089106391

BANK OF DEPOSIT: BEIJING DONGSHENG ROAD SUB-BRANCH OF INDUSTRIAL AND COMMERCIAL BANK OF CHINA

◆ Pay on campus:

If it is not convenient for you to pay in advance before coming to the university, you can also pay at the time of registration, which shall be done as follows:

① Payment in cash (RMB)

② For credit card payment with international business, the handling charge of 2.5%-3% shall be borne.

③ UnionPay card payment, WeChat/Alipay code payment.

Reminder: Please pay attention to the exchange rate of foreign currency and RMB in time, confirm the remittance account, specify personal information (note the personal name and passport number) and keep the remittance payment proof.

In order to avoid the special situation that you cannot successfully complete the electronic payment because you do not have a bank card or a mobile phone card in China, **it is suggested to prepare about 2,000 RMB in cash in advance to**

facilitate various payment expenses in the early stage of coming to China (such as taking a taxi, food and shopping before being issued the student card, paying the deposit for accommodation, etc.)

IV. Accommodation

1. International students may choose to live on or off campus (in a hotel or resident's home) according to their individual needs.
2. If you need to live on campus, please contact the accommodation department of the University to apply after receiving the admission materials:

① Accommodation Center (twin room, single room, quad room)

Tel: +86-10-82303589, E-mail: zhusu1@blcu.edu.cn

Please make your dormitory reservation in advance through the International Student Accommodation Online Booking Platform: <http://ehall.blcu.edu.cn/dormsbooking>, during the designated system opening period. Mozilla FireFox, Google Chrome, Safari browser are recommended.

*** The login account is your student number, and the password is your birthday yyyymmdd.**

After selecting your dormitory, you will need to pay a reservation deposit online, equivalent to 30 days of accommodation fees. The reservation fee will be directly deducted from the accommodation fee during registration. Payment method include: credit card with international business, UnionPay card, and QR code payment via Alipay/WeChat.

② Conference Center (single room)

Tel: +86-10-82303778, E-mail: hyzx2002@blcu.edu.cn

3. **Accommodation fee** are as listed:

- ◆ 90-120 yuan/bed/day for **twin room**
- ◆ 160-300 yuan/day for **single room**,
- ◆ 70 yuan/bed/day for **quad room**.

The rooms are comfortable and well-lit, and come fully equipped with essential facilities, including air conditioning, internet access (at your own expense), shower, and private bathroom. Shared facilities include a communal kitchen (with induction cookers and microwave ovens) and a laundry room (with washing machines, dryers, and a drinking water dispenser). Basic bedding such as sheets and quilts is also provided. For more information, please refer to the section of “University Facilities-Accommodation and Catering” of Study at BLCU at <https://admission.blcu.edu.cn>.

4. **Accommodation deposit:**

The accommodation deposit (about **600 RMB** in cash. Please refer to the Reminder in “III. Payment” part) when living in the dormitory on campus. The deposit will be refunded against the deposit receipt upon check-out. In case of loss or damage to the items in the room and the room card, the compensation shall be made at the same price.

5. *Please register for accommodation within **24 hours** after entering China (the (Temporary) Accommodation Registration Form must be presented to the university at the time of registration).*

(1) If you live in a dormitory on campus, after arriving at the university, please first check in and put your luggage at the place you have booked in advance.

The reception of the accommodation center is on duty 24 hours all year round.

Please come to the university according to the date in the Admission Letter. If

you arrive early due to special circumstances, you need to pay the accommodation fee for the corresponding number of days. If you arrive on a public holiday, weekend, or at night, you may still proceed to the front desk of your pre-booked dormitory or the Accommodation Center (Front Desk of Building 17) to check in after entering the campus. If you encounter any difficulties or emergencies on your way to the university, please contact the designated emergency contact person from your college promptly, or call the university's 24-hour duty hotline (Chinese/English). Our staff will assist you as soon as possible. For the emergency contact information of the college and the 24-hour on-duty telephone number of the university, please refer to "VII. Registration" part.

(2) If you will be staying at a Chinese resident's home, you must register at the local police station within 24 hours of your arrival, accompanied by your host. It is recommended that you bring your passport, Admission Notice, a printed copy of the JW202 or DQ form, printed photos, and other identification documents. Please refer to the specific requirements of the local police station, **please contact them in advance to confirm the necessary documents.**

(3) If you stay in a hotel, please check in at the reception of the hotel.

Optional hotels near the university:

- Haiyou Hotel (about 400 yuan/day, address: On campus of Beijing Language and Culture University);
- Xijiao Hotel (about 500 yuan/day, address: No. 18, Wangzhuang Road, Haidian District);
- China University of Geosciences International Conference Center (about 800 yuan/day, address: No. 29, Xueyuan Road, Haidian District).

Hotels are more suitable for short-term temporary accommodation and the price is higher. Please make a plan for the itinerary before coming to China.

Reminder: Students who choose to live off campus, please rent the house through legal and formal channels to protect personal and property safety and avoid being cheated. In case of any change of residence address, please explain the situation to the teacher in time.

V. Mobile Service

SIM Card:

To facilitate your study and daily life in China, the university has prepared pre-activated SIM cards for all new students. One week before the semester begins,



please scan the QR code on the right, enter your passport number, and you will receive your assigned mobile phone number and the location of designated service points for card activation.

VI. Transportation

It is recommended that you download China-wide map apps, such as “Baidu Map” or “Amap”, and payment apps, such as “WeChat” or “Alipay”, on your mobile phone in advance. Please carry some cash in RMB (about **200 yuan** is used for the transportation expenses from the airport to the university. Refer to the Reminder in “III. Payment” part). There is free WIFI at the airport, and you can connect directly via SMS or log in with your ID (passport) at a self-service terminal device.

■ **Landing at Capital International Airport (about 30km away from the university),** the following transportation modes can be selected to arrive at the university:

(1) Taxi (recommended)

The navigation destination can be South Gate of Beijing Language and Culture University (about 130 yuan)

(2) Subway

Route 1: Capital Airport Line (Subway Station of Terminal 2, D Southwest Entrance→ Sanyuanqiao) – Line 10 (Sanyuanqiao→ Xitucheng) – Changping Line (Xitucheng → Xueyuanqiao) – Xueyuanqiao Subway Station, Exit A, walk about 1 km to the south gate of the university (about RMB 30 yuan)

Route 2: Capital Airport Line (Subway Station of Terminal 2, D Southwest Entrance→Sanyuanqiao)-Line 10 (Sanyuanqiao→ Zhichunlu)-Line 13 (Zhichunlu

→ Wudaokou)-Wudaokou Subway Station, Exit North A, walk about 1km to the south gate of the university (about 30 yuan)

■ **Landed Daxing International Airport (about 60km away from the university)**, the following transportation modes can be selected to arrive at the university:

(1) Taxi (recommended)

The navigation destination can be the south gate of Beijing Language and Culture University (about 200 yuan)

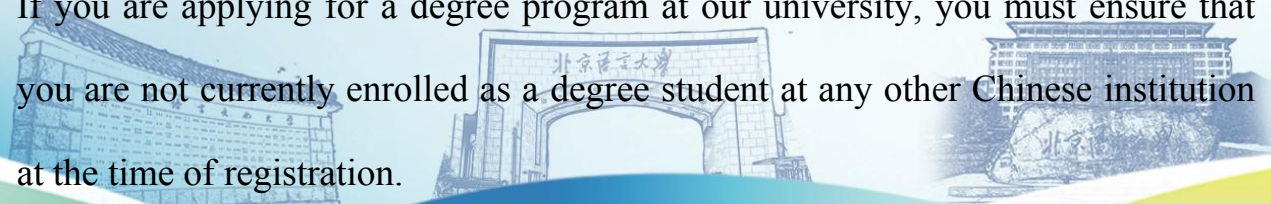
(2) Subway

Beijing Daxing International Airport Line (Daxing Airport Subway Station, A Entrance→Caoqiao)-Line 19 (Caoqiao → Mudanyuan)-Line 10 (Mudanyuan → Xitucheng)-Changping Line (Xitucheng → Xueyuqiao)-Xueyuanqiao Subway Station, Exit A, walk about 1km to the south gate of the university (about 40 yuan)

VII. Registration

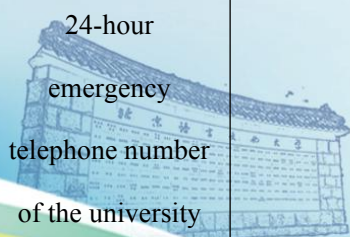
1. In order to avoid unnecessary problems involving visa and accommodation, please register according to the date on the *Admission Letter*. In case of any change in the starting date due to force majeure, the university will give a further notice.

If you are applying for a degree program at our university, you must ensure that you are not currently enrolled as a degree student at any other Chinese institution at the time of registration.



The registration place and contact information are as follows:

Registration Place	Address	Telephone	Emergency Contact	Cell phone	E-mail
International Student Administration Office, College of International Chinese Studies	NO.1 Teaching Building 1018A	0086-10-823 03430	Teacher Huo	0086-13691215934	hyxylb@blcu.edu.cn
International Student Administration Office, College of Sinology and Chinese Studies	NO.1 Teaching Building 903	0086-10-823 03351	Teacher Feng	0086-18612538377	fengyiran@blcu.edu.cn
International Student Administration Office, College of Applied Chinese Studies	NO.3 Teaching Building 109	0086-10--82 303467	Teacher Wang	0086-13693649541	lxs@blcu.edu.cn
International Student Administration Office	Room 117 of Comprehensive Building B	0086-10-823 03243	Teacher An	0086-15210617605	xan@blcu.edu.cn
24-hour emergency telephone number of the university	0086-17801769080				



If you are unable to arrive at the university and register on time due to special circumstances, please contact the college or department listed on your Admission Notice in advance to explain your situation.

Kind reminder: Students who have reserved on-campus accommodation may first check in at their pre-booked dormitory upon arrival, and then proceed to the designated registration location as indicated in the Admission Notice. If you arrive earlier than the official registration date, you will be required to pay the corresponding accommodation fee. In principle, **no earlier than 3 days** prior to the official registration/orientation date.

2. Materials required for registration: Please register with passport, *Admission Letter*, printed version of JW202 or DQ Form, *(Temporary) Accommodation Registration Form*, payment proof of tuition fee, pes (forayment proof of insurance premium and 3 photos with white background of 2 inch convenience of subsequent use, it is suggested to cut into single piece in advance).

➤ Please prepare **photos with paper and electronic versions** before you come to China. The photo requirements are as follows:

(1) Recent bareheaded white background photo, size 3.5cm*5.3cm (2 inches);

(2) Exposed ears, do not wear any jewelry including glasses, do not wear off-shoulder top, do not cover the face;

(3) Photos shall be printed on photographic paper without scratches and folds.

3. Physical examination: Those who come to China with X1 visa may choose to

have a medical examination in the home country's hospital. The valid period of the examination result is 6 months.

Please visit Study at BLCU at <http://admission.blcu.edu.cn> “Download Center - Foreigner Physical Examination Form” for specific physical examination item template. After arriving at the university, it is necessary to go to relevant hospital for verification, and the person whose physical examination items are incomplete or does not meet the requirements shall be re-examined. The full examination fee for all items is about 400 RMB, which shall be borne by yourself. International students who meet the relevant conditions can have a free physical examination.

Please visit <http://www.beijingithc.org.cn> “Business Types - Physical Examination for Entry Foreigners Visas – Free Policies” for relevant free policies.

You can also choose to go to the designated place for physical examination after coming to China. Log on to the website to make an appointment (<http://www.beijingithc.org.cn>) or follow the WeChat official account of “General Administration of Customs International Travel Health Care Center”, and click “Business Handling” - “I want to make an appointment”. The specific address information is as follows:

Haidian Branch of Beijing International Travel Healthcare Center

Address: No. 10 Dezheng Road, Haidian District, Beijing, P.R. China

Office hours: 8:30~11:00

(Monday~Friday, national holidays excluded)



Tel. : 82403675

4. Application for residence permit: Those who come to China with X1 visa shall, within 30 days after entering China, go through the residence formalities with passport, Admission Letter, printed version of JW202 Form, Medical Examination Certificate, Application Form for Foreigner Visa Certificate and (Temporary) Accommodation Registration Form. Those who fail to do so within the time limit will be punished by the Public Security Bureau according to law. In order to ensure your future legal status in China, please complete the formalities for residence permit on time with the help of teacher.

VII. Tips

1. Bank card

Please take the *Admission Letter*, passport and mobile phone card in mainland China to go to the Industrial and Commercial Bank of China on 1/F, Block B, Comprehensive Building of the University.

Open to international students every Monday, Wednesday and Friday.

2. Campus card

It is your identification card and consumption card in the university. It is mainly used for dining in the canteen, bathing in the bathroom, supermarket consumption, book borrowing, access inspection, physical education attendance, network fee recharge, etc. It will be handed out to you by your college during registration. For more information, please visit <http://xxb.blcu.edu.cn/> “Service Guide-Campus

Card” section.

3. Campus network

Free mobile data of 30GB every month. After the data runs out, it will be charged according to 0.0005 Yuan/MB, and will be deducted upon use. When the monthly fee reaches 80 yuan, the network will continue to be used and will not be charged, and the free data will be cleared at the end of the month. After admission, you can use campus WIFI directly. The campus WIFI name is “BLCU”, username: your admission number, password: the last six numbers of your birthday yymmdd.

4. International Express

DHL, EMS, SF can be selected

Mailing Address: Beijing Language and Culture University, No. 15, Xueyuan Road, Haidian District, Beijing

5. Weather

Beijing has a temperate continental climate with four distinct seasons. In spring, it is warm and comfortable, but the temperature varies greatly, and sometimes there is strong wind accompanied by floating dust and sand; in summer, it is extremely hot, with concentrated precipitation and hot rain in the same season, and the temperature is mostly about 30-35°C in July and August; in autumn, the temperature is suitable, fresh and comfortable, but the temperature gradually decreases, and the temperature difference between day and night is large, and sometimes it is wet with haze; in winter, it is cold and dry, the average temperature in the daytime is about 5°C, and at night is about -5°C, resulting in

freezing and snowfall.

Beijing heating supply time is from the middle of November to the middle of March of the next year. Students are advised to take warm clothes, masks, rain gear and other items according to the study time.

6. Shopping

There are regular chain supermarkets (Wumart, Chaoshifa, etc.) in and around the university. There are also large comprehensive shopping and food malls nearby, such as Wudaokou Shopping Center (address: No. 28, Chengfu Road, Haidian District) and No. 8 Xincheli Shopping Center (address: No. 8 A, Xueqing Road, Haidian District).

7. Diet

In order to meet the taste buds of students from all over the world, comprehensive canteen, local specialty snacks, western restaurant, Korean and Japanese restaurant, Muslim restaurant, coffee shop and so on are set up on campus to take you to experience “A Bite of BLCU”. WeChat or Alipay can be used for consumption in the canteen on the **third floor** of the canteen, and cash can be used on the **fifth floor**. For more information, please visit Study at BLCU <https://admission.blcu.edu.cn/> “University Facilities-Accommodation and Catering”. You can also download “Meituan” and “Eleme” and other take-out APPs. All kinds of on-campus and off-campus food are for option, which can be delivered to the university.

8. Sports facilities



There are complete sports facilities on campus, including badminton court, table tennis court, tennis court, basketball court, football court, so that you have enough space to exercise while studying. For more information, please visit Study at BLCU <https://admission.blcu.edu.cn/> “University Facilities-Sports Leisure” section.

9. Medical service

There are many experienced and skilled doctors in the university hospital. For more information, please visit <http://xyy.blcu.edu.cn/> .

The student psychological consultation center is open to all students in the university (free of charge), so that you can study and live happily. Please visit <http://xinli.blcu.edu.cn/> for specific information.

The Peking University Third Hospital and other national top hospitals are nearby. Address: No. 49, Huayuan North Road, Haidian District. You can take No. 331 bus directly (Beijing Language and Culture University bus station→PUTH, about 2 yuan).

10. Map of the university

Please visit <http://map.blcu.edu.cn/> for campus 3D map.

11. Common car-hailing platforms APPs

- “Didi”, “UCAR Inc.”, “IZU”, “Meituan Taxi”, “Amap Taxi”, etc. (In order to ensure your personal and property safety, please be sure to select a formal platform to avoid being cheated).

12. Common social platforms APPs



- “WeChat”, “Weibo”, “QQ” and “Xiaohongshu”, etc.

13. Common shopping platforms APPs

- “Taobao”, “JD”, “Tmall”, etc.

- Second-hand commodity platform: “Xianyu” (please properly protect your personal information, payment password and other private data to prevent telecom fraud).

14. Voltage appliance

The voltage in China is 220V. If the input voltage of electric appliances in your country cannot be compatible with it, you can carry the corresponding transformer and multi-functional plug and socket, or you can buy after coming to China.

VIII. Others

For more information, please refer to “Study at BLCU” <http://admission.blcu.edu.cn/> or contact us by telephone or email. Once again, we welcome you to join “Mini United Nations” Beijing Language and Culture University. Wish you a pleasant study at our university and look forward to meeting you in the new semester!

Office of International Students Admissions and Affairs

Beijing Language and Culture University

No. 15, Xueyuan Road, Haidian District, Beijing, China, 100083

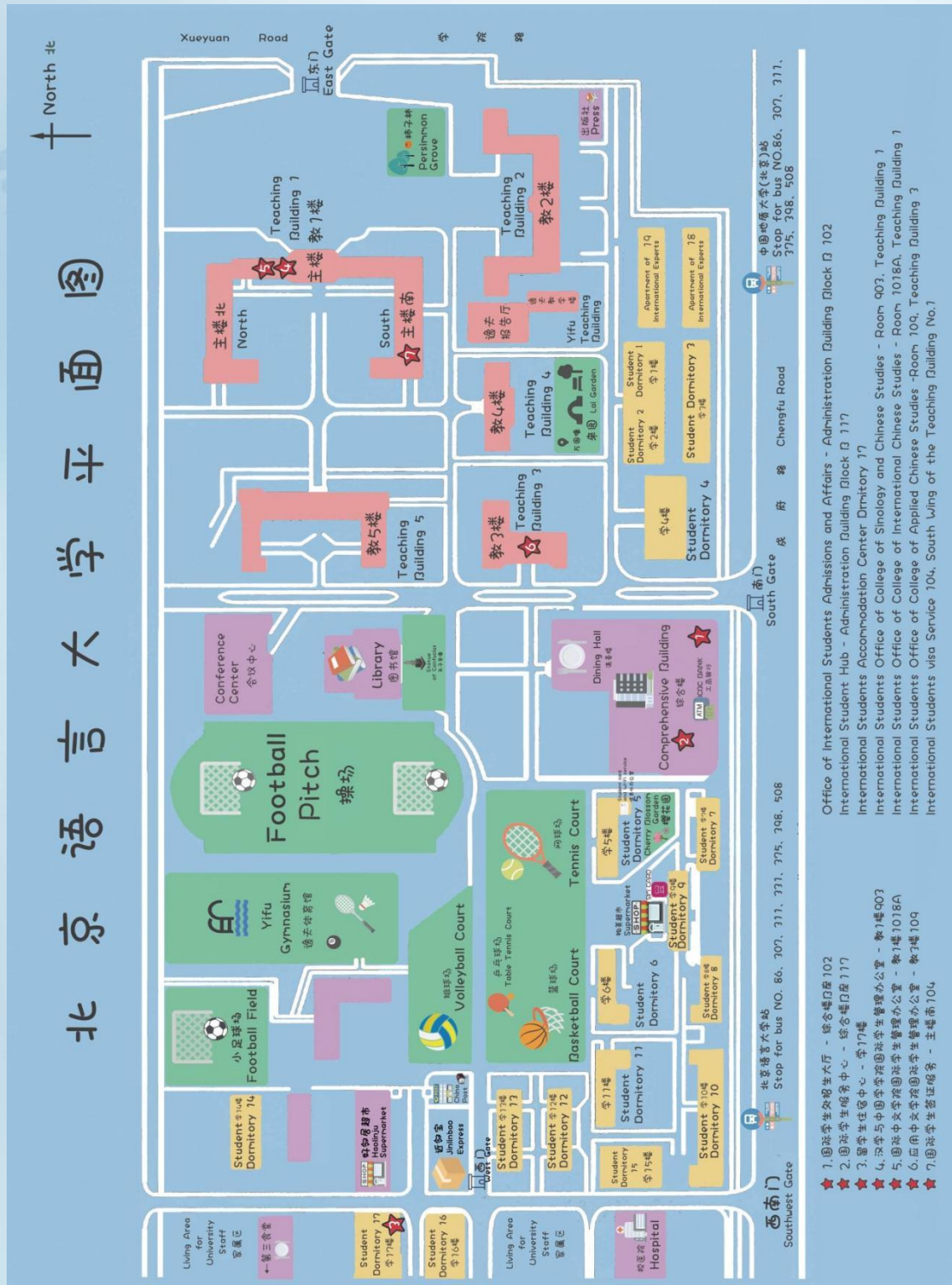
Telephone: +86-10-82303951, 82303086

E-mail: cn@blcu.edu.cn, en@blcu.edu.cn

Website: <http://admission.blcu.edu.cn>



Beijing Language and Culture University Campus Map:



北京语言大学平面图

- ★ 1. 国际学生交流中心 - 综合楼102
- ★ 2. 国际学生服务中心 - 综合楼117
- ★ 3. 留学生服务中心 - 学17楼
- ★ 4. 汉学与中国学学院国际学生管理办公室 - 教1楼403
- ★ 5. 国际中文学院国际学生管理办公室 - 教1楼1018A
- ★ 6. 应用中文学院国际学生管理办公室 - 教2楼104
- ★ 7. 国际学生签证服务 - 主楼南104

