



北京化工大学

BEIJING UNIVERSITY OF CHEMICAL TECHNOLOGY

来华留学生入学指南



北京化工大学国际教育学院 印制



北京化工大学来华留学生行为准则

一、遵纪守法,禁止传教。遵守中华人民共和国法律法规,遵守学校规章制度,尊重各国人民风俗习惯,不做有损他人国格、人格的事。遵守中华人民共和国有关宗教活动管理的法律法规,不在校园内传教和举行宗教聚会活动。

二、勤奋学习,自强不息。追求真理,崇尚科学;刻苦钻研,严谨求实;积极实践,勇于创新;珍惜时间,学业有成。

三、诚实守信,严于律己。履约践诺,知行合一;遵从学术规范,恪守学术道德,不作弊,不剽窃;不迟到、不早退,遵守课堂纪律,外出切记请假,按时考勤登记。

四、尊敬师长,积极向上。尊敬师长及工作人员,友爱同学,团结合作,积极向上;生活俭朴,杜绝浪费。

五、语言文明,仪表整洁。文明沟通,待人礼貌,不辱骂他人;男女交往文明,洁身自爱;衣着装饰得体,在校园公共场合不穿拖鞋,不袒胸露背,不浓妆艳抹。

六、维护秩序,举止得体。自觉维护公共秩序,文明集会,文明就餐,不酗酒,公共场所不吸烟;文明使用互联网;自觉抵制黄、赌、毒等不良诱惑。

七、保护环境,爱护公物。保护自然环境,爱护公共设施,不践踏绿地,不损坏花木;讲究公共卫生,珍惜他人劳动,不随地吐痰,不乱扔垃圾,不饲养宠物;

八、证照合法,平安留学。不拖欠费用,使用合法证件,及时更新证照,禁止非法就业;增强安全意识,防止意外事故。

九、遵守规定,文明住宿。自觉遵守校内外住宿管理规定,禁止在宿舍吸烟,保持清洁卫生;积极参与创建文明宿舍,不晚归,不留宿,不在公共场所大声播放音乐,不影响他人休息。

十、热情洋溢,中外交流。积极参加文体活动,提高身体素质,保持心理健康;不怕挫折,提高适应能力;促进中外文化交流融合,互学互鉴。

Code of Conduct for International Students of Beijing University of Chemical Technology

1. Comply with discipline and laws and may not engage in missionary activities. Comply with the laws and regulations of the People's Republic of China and the school's rules and regulations, respect folk customs of people from various countries and refrain from doing any things jeopardizing the national or personal dignity of others. Comply with the laws and regulations of the People's Republic of China regarding management of religious activities and refrain from engaging in missionary activities or holding religious gatherings on the campus.
2. Work hard and pursue continuous self-improvement. Seek truth and uphold science; study diligently and maintain rigorous and realistic attitude; actively practice acquired knowledge and seek innovation; cherish time and achieve academic excellence.
3. Be honest and credible and exert strict self-discipline. Deliver on commitments and pursue unity of knowledge and action; comply with the academic norms and observe academic ethics without cheating or plagiarizing; strictly follow the academic schedule, observe the classroom discipline, be sure to ask for leave when leaving the campus and register for attendance in time.
4. Respect teachers and seniors and hold positive attitude toward life. Respect teachers and staff, befriend and work with classmates; live a simple life and avoid wastage.
5. Speak civilized language and maintain neat appearance. Communicate with others in a civilized manner and be polite to others; maintain proper relations with male or female classmates; attire properly and refrain from wearing slippers or exposing chest or back or wearing heavy makeup at the public occasions on the campus.
6. Maintain the order and behave properly. Consciously maintain the public order, gather and dine in a civilized manner and refrain from drinking alcohol or smoking in public spaces; use internet in a civilized manner and resist pornography, gambling, drug use and any other bad temptations.
7. Protect the environment and take good care of public properties. Refrain from trampling on grasslands or damaging flowers and trees; maintain public hygiene, cherish others' work and refrain from spitting or littering everywhere or raising pets;
8. Pursue overseas education with lawful licenses and permits. Pay tuitions and other fees in time, use and renew lawful credentials when appropriate and engage in no illegal employment; become more safety-minded and prevent accidents.
9. Comply with accommodation rules. Consciously comply with the rules and regulations regarding accommodation both on and off campus, avoid smoking in dorms and maintain cleanliness and hygiene; actively participate in creating model dorms, strictly follow the dorm schedule, never share dorms with visitors or play music aloud in public spaces in a way that might interfere with others.
10. Engage in communication between Chinese and foreign people in a passionate manner. Actively participate in cultural and sport activities for better physique and keep mentally healthy; fear no frustrations and increase resilience; promote cultural exchange and integration between China and foreign countries and learn from each other.

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北京化工大学简介

北京化工大学创办于1958年,原名北京化工学院,是新中国为“培养尖端科学发展所需的高级化工技术人才”而创建的一所高水平大学。作为教育部直属的全国重点大学,国家“211工程”和“985优势学科创新平台”重点建设院校,国家“双一流”建设高校,北京化工大学肩负着高层次创新人才培养和基础性、前瞻性科学研究以及原创性高新技术开发的使命。

经过66年建设发展,学校形成了“宏德博学,化育天工”的校训和“团结奉献,艰苦奋斗,务实力行,博学创新”的化大精神。目前,学校已发展成为一所理科基础坚实,工科实力雄厚,管理学、经济学、法学、文学、教育学、哲学、医学等学科富有特色的多科性重点大学,形成了本科教育、研究生教育、国际学生教育、继续教育等多层次人才培养格局。现有17个院(系),在校全日制本科生15600余人,研究生9200余人(其中博士1700余人),学历留学生近400人,继续教育学生2100余人。教职员工2700多名,其中包括8名中国科学院和中国工程院院士及5名国际院士。

学校学科实力稳步增强,化学工程与技术入选新一轮“双一流”建设学科,在国家第五轮学科评估中A类学科取得显著突破。化学、材料科学、工程学居ESI排名居全球前1%,化学、材料科学、工程学、生物学与生物化学、生态/环境学、计算机科学、农业科学、地球科学、物理学、药理学和毒理学等10个学科位列ESI排名前1%。

北京化工大学与全球160余国外机构建立了合作伙伴关系,为国际学生提供多种教育课程,包括中英文学士、硕士和博士课程、中国语言和文化课程以及暑期科学营。



Beijing University of Chemical Technology

Founded in 1958, Beijing University of Chemical Technology (BUCT) is a national key university affiliated to Ministry of Education of China, a member university of China's "211 Project", "985 Project Innovation Platforms" and "Double First-Class University Project". BUCT shoulders the mission of innovative talent training, scientific research, and high-tech development.

After 66 years of continuous efforts, BUCT has developed into a multi-disciplinary institute with a solid foundation in science and engineering, along with other distinctive disciplines including business, economics, law, literature, philosophy, education and medical science. It has formed a complete talent development system from the undergraduate to doctoral training. In the Essential Science Indicators (ESI) rankings, chemistry, material science and engineering are among the top 1‰ in the world, computer science, environment/ecology, biology/biochemistry, geoscience, agricultural science, physics, Pharmacology & Toxicology, top 1%. The scientific research of BUCT has been in robust development in recent years. Its science and technology funds continue to hit record highs. In 2023, BUCT received CNY 120 million research fund and obtained 637 patents.

With 17 colleges and schools, BUCT is the home university of 15,600 full-time undergraduate students, 9,200 full-time postgraduate students (including 1,700 PhD students), 2100 students of continuing education, and around 400 international students. It hosts more than 2,700 faculty members and staff including 8 academicians from the Chinese Academy of Science and the Chinese Academy of Engineering and 5 international academicians.

With a global vision, BUCT has successively established partnerships with over 160 institutions all over the world. It offers a wide range of education programs to international students including bachelor's, master's and doctoral programs in Chinese and English, Chinese language and culture programs, and summer science camps. It runs around 90 study abroad programs, including exchange programs, joint degree programs, overseas training programs and summer/winter camps. BUCT constantly supports international research collaborations, which have generated abundant high-level research publications in top academic journals. It also hosts miscellaneous international conferences and competitions.

The 21st century is full of opportunities and challenges. BUCT will hold fast the motto "to be ambitious, virtuous, profoundly learned and to serve people" and strive to become a world-class university with distinctive characteristics and international influence.



北京化工大学 昌平校区

Beijing University of Chemical Technology Changping Campus



北京化工大学昌平校区总用地规模1964亩，2017年9月2日正式启用，是一座设施先进、功能齐全、环境优美、建筑高雅、低碳节能的现代化可持续发展绿色校园。

北京化工大学昌平校区坚持高标准建设、高水平管理、高质量服务相结合，以独特的区位优势，优美的校园环境，规范的校区管理，为学校内涵发展、特色发展、争创“双一流”奠定良好的硬件基础，是北京化工大学办学历史上一个新的里程碑。

北京化工大学办公室编
2023年9月

北京化工大学东校区

——近期规划总平面图



报到篇

留学生入境后应尽快到北京化工大学东校区办理报到手续,老师会帮助你安排入学后的学习生活等各方面事宜。

- **东校区地址:**

北京市朝阳区北三环东路 15 号北京化工大学国际教育学院(逸夫图书馆503) (地铁 5 号线和平西桥站)

电话 :86-10-64452461 / 64433217

- **北校区地址:**

北京市昌平区南涧路 29 号北京化工大学国际教育学院(留学生公寓) (地铁昌平线昌平西山口站)

- **西校区地址:**

北京市海淀区紫竹院路 98 号北京化工大学

- **开立银行账户:**

在开立账户及兑换外币时需出示您的护照。

在开立账户时,请前往中国银行申请一张银联卡。

- **医疗保险:**

中国教育部规定,来华留学生必须购买中国境内的医疗保险。学生可于报到注册日当天,在留学生办公室购买医疗保险。

对于没有购买医疗保险者,学校将不予办理注册手续及居留许可变更。



报到流程

本科生，研究生，博士生	
报到当日	购买保险 提交报名材料 注册 交纳学费、住宿费，办理住宿登记 领取迎新材料
报到1-2周内	办理学生证，校园卡、银行卡 办理签证 选课
语言进修生	
报到当日	购买保险 注册 交纳学费、住宿费 领取迎新材料
报到1-2周内	参加分班考试 到对外汉语中心报到（凭入系通知单） 办理签证，居留手续 办理学生证，校园卡

必须按照录取通知书上的注册日期报到注册。注册时，请携带以下文件：

1. 录取通知书（原件）
2. 外国留学人员签证申请表（JW201/JW202 表）
3. 体检证明（留学生入境后重新体检，携带本国的体检证明，可免检相关项目）
4. 有效护照及签证
5. 照片（2寸白底照片 6 张）
6. 学位证书及成绩单原件、公证件
7. 转学证明（由中国其他大学转入的学生需提供）
8. 学生本人的出生证明，监护人委托书，父母护照复印件（未满 18 岁的学生提供，并需到中国驻当地使馆认证后生效）

Registration

After your arrival at the campus, please report to the International Student Office as soon as possible. The administrators in the office will help to arrange your study and life on campus for the new semester. Graduate and PhD. students should register on the east campus, undergraduate students should register on the north campus.

- **East Campus address:**

Library Room 503, School of International Education, Beijing University of Chemical Technology, Beisanhuan East Road No. 15, Chaoyang District, Beijing. (HEPINGXIQIAO Station of subway Line 5)

Tel:86-10-64452461 / 64433217

- **North Campus address:**

Library Room 512, School of International Education, Beijing University of Chemical Technology, Nanjian Road No. 29, Changping District, Beijing, (CAHNGPINGXISHANKOU station of subway Changping line)

- **West Campus address:**

Beijing University of Chemical Technology, Zizhuyuan Road No. 98, Haidian District, Beijing

- **Open a bank account**

When you want to exchange money or open a bank account, you need to take your passport. When you open an account, please go to the Bank of China open a UnionPay card.

- **Medical insurance**

According to the Education Ministry of China, international students must buy insurance of China. Students can buy insurance the day you register in the office. Students without insurance will not be allowed to register.

Registration process

Degree students	
Register day	-Buying insurance -Submit documents -Register -Paying tuition and accommodation fee -Accommodation registration -Get your new students materials
The first one-two weeks	-To get student card and student ID, Bank card -To apply for new visa -Choose classes
Language students	
Register day	-Buying insurance -Register -Paying tuition and accommodation fee -Get your new students materials
The first one-two weeks	-Language level test -Report to the chinese as a foreign language center(with the notice) -To get student card and student ID -To apply for new visaresidence permit

Please come to China and register in the specific time according to your admission notice. When registering, please take the following files,

1. Original Admission Notice.
2. JW201/JW202 form.
3. Health test result(You will need to take another health examination after entering China, but you can waive the items you have done at home country).
4. Passport.
5. 6 passport-size photos (2-inch, write background)
6. Original and Notarized copy of your last academic degree and transcript
7. School Transfer Certificate (applicable to those who are transferred from other universities in China)
8. Birth Certificate, guardian certificate and the Xerox copy of your parents' passports (applicable to students under 18 years old; the guardian certificate goes into effect only after being authenticated by your local Chinese Embassy)

- 交费凭证单
- 材料齐全后,可由学生本人到北京出入境管理局自行办理居留许可。
- 临时住宿登记
- 离职证明(由工作签证转为学习签证的学生需要提供)



◀ X1签证需要更新为居留许可

再次申请居留许可延期需提供材料

- 护照
- 2寸白底照片两张
- 签证办理申请表(学校提供)
- 交齐签证延至日期之前的全部费用,提供交费凭证单(学费、住宿费、保险费)
- 临时住宿登记

签证费用: 400元/12个月以内

关于护照和签证的几点说明

- 关注护照或签证(居留许可)的有效期,应至少在有效期结束前一个月申请延长
- 学校每学年末集中为留学生办理下一年度居留许可申请,自费学生需提前缴纳下一年度费用
- 中国出入境管理法规定,签证(居留许可)过期将受到处罚,严重者驱逐出境。
- 对于出勤率不足60%者,学校不予以办理居住许可延期

住宿登记

根据《中华人民共和国外国人出境入境管理法实施细则》,入华后24小时内需在住宿地所在派出所办理临时住宿登记。如违反规定不办理住宿登记,公安机关会依法处以警告或500元以下的罚款。校内住宿的学生由学校帮助办理临时住宿登记,校外住宿学生需在24小时内跟房主联系,一同到住宿地派出所登记。

校外住宿登记所需材料

- 护照
- 房主房产证、身份证
- 与房主签订的租房协议
- 学生与房主一同到派出所办理

关于住宿登记的几点说明

- 住宿登记必须在入住24小时内完成
- 更换住宿地址后24小时内必须更改住宿信息
- 住在同一所房子的每一个人都需要登记
- 新生转换成居留许可后,需要持护照到登记处办理二次登记
- 校外住宿的同学任何护照、签证信息变更都需要去派出所重新登记
- 在没有登记的住所留宿属于违法行为,将按照《中华人民共和国出入境管理法》进行处罚。

北京市公安局出入境管理局

地址:北京市东城区安定门东大街2号(小街桥东南角)

电话:010-84020101

办公时间:星期一至星期六(法定节假日除外)09:00-17:00

乘车路线:地铁2号线、5号线雍和宫站下车B出口往东800米。

北京国际旅行卫生保健中心

地址:北京市海淀区西北旺镇德政路10号

电话:010-82403675

体检时间:

星期一至星期五 08:30-11:00

体检注意:

1. 请保持空腹
2. 请携带护照,学生需另带学生证明(学生证或录取通知书)
3. 准备一张2寸彩色照片和400元人民币
4. 本国体检材料(可以免检相关项目)

- With all these documents needed, go to the Administration of Exit and entry of Beijing public Security Bureau for residence permit or entrust the task to the coordinator in the international students' administration office.
- Registration Form of Temporary Accommodation for Visitors
- Employment Separation Certificate (from a working visa to a student visa)



◀ X1签证需要更新为居留许可

Preparation for extending residence permit

- Tuition fee receipt
- Residence permit application form (obtain one from office)
- Passport .
- 2 passport-size photos (2-inch, white background)
- ¥1000 deposit of accommodation (applicable to those who live on the campus)
- Registration Form of Temporary Accommodation for Visitors

Visa fees

- ¥400 (by yourself)

Important Tips

Please extend your visa one month in advance before your visa expiry.

The International Office handles the students' residence permit application for the next year at the end of each academic year, so the students should pay the next academic year's tuition fee in advance.

According to Chinese laws, once your visa expiry, you'll be punished by the police and even be banished from China.

Accommodation Registration

According to <People's Republic of China Aliens Immigration Control Act Implementation Rules> Within 24 hours after you come to China, you need go to police station and get a temporary accommodation form. Or the police will give you a warn, even fine you. Office will make the residence registration for the students who live inside the campus. Students who live off-campus should get in touch with the house-owner within 24hours and register at the local police station together.

Registration Documents for off-campus Residence

- Go to the police station with the house owner, bringing the following files with you:
- Passport
- House owner's house property certificate and ID card
- Residential Tenancy Agreement

Notes on Residence Registration

- Register within 24 hours of arrival
- Register within 24 hours after altering your residence place
- Registration is required for every individual
- Register with your passport after altering your X visa to residence permit
- Any alteration information of passport and needs to re-register at the police station(for off-campus resident students)
- Stay overnight without registration is illegal and is due to be fined according to the Chinese Immigration Law.
- For the attendance of less than 60%, the school does not apply for residence permit extension

Address of Exit and Entry Administration of Beijing Municipal Public Security Bureau

No.2, East Andingmen Street, Dongcheng District

Tel: 010- 84020101

Office hours: From Monday to Saturday (Statutory holidays excepted) 09:00-17:00

Route : Subway Line2/Line 5, YONGHEGONG Station , Exit B and walk east about 800 meters.

Address of Health Examination Center

10 Dezheng Road, Xibeiwang , Haidian District

Tel: 010-82403675

Physical Examination time:

08:30-11:00AM from Monday to Friday(except official public holidays)

Notice:

1. No breakfast
2. Please bring Passport, students also need to bring student ID card or admission notice.
3. Students should prepare one two-inch color photo and 400 RMB.
4. Health Report with effective results from your home country(if applicable) to avoid relevant examination.

缴费篇

自费留学生在报到时，必须至少付齐一学年的学费及住宿费，语言生至少付齐一学期的学费及住宿费，学费及住宿费需以人民币支付。

缴费流程

学生到留学生办公室开《缴费通知单》，凭《缴费通知单》到学校财务处交费，财务部门开具发票。学生凭发票返回留学生办公室，确认缴费成功；无法提供发票者，视为未缴费。

缴费方式

- 人民币现金
- 使用银联卡转账
- 汇款

学校银行账户信息如下：

收款人名称：北京化工大学

账号：01090504300120105029689

收费标准

报名费	500 元
保险	800 元 / 年

语言生学费 8250 元 / 一学期

学历生学费

本科生	20,000 元 / 一学年
研究生（授课语言 - 汉语）	30,000 元 / 一学年
研究生（授课语言 - 英语）	35,000 元 / 一学年
博士生	35,000 元 / 一学年

住宿费

东校区	昌平新校区	
双人间	双人间	单人间
10800元/学期	10800元/学期	12600元/学期
21600元/学年	21600元/学年	25200元/学年

住宿费规定:

留学生因毕业、结业、肄业或个人原因申请退宿，经学院审核批准后，按照实际住宿天数结清住宿费用。

不按规定交纳学费的处理办法:

学生应在规定的缴费期限内及时足额缴纳当年学费及住宿费。对逾期两周不缴纳费用者，不予注册及办理相关证照。

对未缴清费用的毕（结）业生，缓发毕（结）业证书、学位证书和档案等，对已考取校外的硕士或学博士研究生的学生不予调取档案。

住宿费按照先缴费再入住原则，未付清住宿费的学生不予办理居留登记手续及临时住宿登记。

退费规定:

报名费不予退还

新生已缴费但放弃入学资格的，退还全部学费和住宿费。

学生自愿退学的，按教务部门确定的学籍取消日期及每学年10个月的时间结算专业学费或学年制学费，不足1个月的按1个月计算收取。

学生自愿退学的，按实际住宿情况退还已交未住天数的住宿费。

对弄虚作假经学校复查不符合国家招生规定取消入学资格的学生，以及受到开除学籍处分的学生，不予退还任何费用。

未尽事宜，参照《北京化工大学来华留学生收费管理办法》等执行。

Fee Collection

Degree students need to pay one school year tuition at least.

Language students need to pay one semester tuition at least.

Please in cash and only RMB.

Paying procedure

International office will give you an inform paper and you take this paper to the finance office.

After you pay the money, the finance teacher will give you a receipt. Please keep this receipt very carefully.

Ways to pay

1. In cash RMB

2. Use VISA card

3. Bank Transfer

Account name: 北京化工大学

Account number: 01090504300120105029689

Charging Standard

-Application fee	500 RMB
-Insurance fee	¥800 / year
-Language student tuition	¥8250 / semester
-Degree student tuition	
Undergraduate student	¥20,000 / school year
Postgraduate student	¥30,000 / school year(Class language: Chinese)
Postgraduate student	¥35,000 / school year(Class language: English)
Doctoral student	¥35,000 / school year

-Accommodation fee

East Campus

· Double Room:
¥10,800 / semester
¥21,600 / academic year

Changping New Campus

· Double Room:	· Single Room:
¥10,800 / semester	¥12,600 / semester
¥21,600 / academic year	¥25,200 / academic year

Accommodation Fee Policy

Check-Out Procedures: International students not residing in the dormitory must check out before the holiday and remove all personal belongings from their rooms. Beds will be allocated by the college. To retain a bed, students must pay the accommodation fee according to the standard rates.

Fee Settlement for Check-Out: International students applying for check-out due to graduation, completion of studies, dropout, or personal reasons will have their accommodation fees settled based on the actual number of days stayed, subject to review and approval by the college.

Tuition and Accommodation Fee Payment: Students are required to pay their tuition and accommodation fees in full and on time within the designated payment period. Those who fail to pay by the deadline will not be registered and will not receive a visa. Unregistered students are not eligible to enroll in elective courses, and their test scores will be invalidated. They also cannot participate in scholarship assessments, graduate early, or receive recommendations for further study.

For graduates who have not settled their tuition and accommodation fees, the issuance of graduation certificates, degree certificates, and student files will be delayed. Additionally, the files of students admitted to master's or doctoral programs outside the institution will not be retrieved.

Payment Requirement: Accommodation fees must be paid before check-in. Students who have not paid these fees will not be able to apply for residence registration or temporary accommodation registration.

Refund Regulations

The registration fee is non-refundable.

New students who have paid but choose to forfeit their admission will receive a full refund of tuition and accommodation fees.

If a student voluntarily withdraws, tuition fees will be calculated based on the cancellation date determined by the academic affairs department, considering a 10-month academic year. If the withdrawal occurs within less than one month, it will be considered as one month.

Accommodation fees for unused days will be refunded based on the actual duration of stay if the student withdraws voluntarily.

Students disqualified due to fraud or those found not to meet national enrollment regulations after review will not be eligible for any refunds. Additionally, no fees will be refunded to students who have been expelled.

For matters not covered herein, please refer to the "Beijing University of Chemical Technology Fee Management Regulations for International Students" and other relevant documents.

学习篇

学期安排

北京化工大学每学年分为春季、秋季和小学期三个学期。

每年9月是新学年的开始,也是秋季学期的开始;春季学期一般从2月下旬开始。

寒假和暑假的时间分别为每年的2月和7、8月份,具体的时间安排以当年的校历为准。

学习年限

本科生在校学习期限为4-6年,硕士研究生在校学习期限为2-5年,博士研究生在校学习期限为3-6年。

培养计划、课程和学分

培养计划是学校组织教学活动、学生选课和安排学习进度的基本依据,也是学校进行本科生毕业和学位资格审查的主要依据。培养计划包括专业代号和名称、专业培养目标、主干学科、主要课程、毕业生应获得的知识 and 能力、学制与授予学位、毕业合格标准及学分要求、课程设置等内容。

课程

培养计划中的课程(包括理论教学课和单独设置的实践教学环节)分为必修课和选修课两种类型。必修课是指学生必须修读的课程;选修课是指为满足学生自身志向、特长、爱好以及专业要求而设立的供学生选择修读的课程。

注册和选课

• 注册

在校生每学期应按规定日期到校注册。注册须有本人携带学生证完成,不得委托他人。注册前必须先缴清学费,无交费记录者,将不予注册。注册一般是在开学后第一周内完成。所有留学生均在留学生办公室注册。

如因故不能按时注册,需提前请假。未请假或请假未获批准而不按时注册者,按旷课论。无故不按时注册超过两周者,按自动退学处理,学校按规定注销其学籍。

• 选课

本科生选修课程由学生本人根据培养计划选择。选课在教务处主页上完成,分为

正选和退补选两个阶段,一般在每学期期末选择下一学期的课程,两个选课阶段都完成后,选课结果才有效。具体选课时间由教务处通知,所有学生必须在规定的时间内选课,过期不再补选。

研究生的选课需要在导师的指导下完成。

本科生、研究生一定要根据培养计划确定应该选的课程。

考勤和请假

• 考勤

学校对教学计划规定的课堂讲授、考试、考查和其他教学活动都要进行考勤,学生因故不能出勤,应事先请假。

未请假或请假未被批准而不出勤者,均以旷课论。学校将按规定对旷课的学生做出相应的处理。

凡旷课累计超过课程总学时的三分之一或抽查三次不到者,将失去参加该课程的考试的资格,该课程成绩以零分记。

• 请假

留学生因病或因事不能正常上课需及时请假,不能事后补假。

请假流程

1. 留学生请假请到国际学生办公室办理。

2. 请假申请单须经所在学院和国际教育学院签字盖章后才生效,请假申请单存根存国际教育学院备查,因病请假须出示医院开具的诊断证明。

请假时限及相应安排

1. 留学生因病长期不能坚持学习者(病假超过本学期总学时的三分之一),应向留学生管理科申请休学。休学期间应回国治疗,如恢复健康,凭医院诊断证明,可以复学。休学期满,尚未康复,仍不能坚持正常学习者,作退学处理。

2. 留学生一学期请假累计超过本学期总学时的三分之一以上,且没有申请停学,作退学处理。

考试和成绩

• 考试

留学生必须参加所修课程的考试或考查,因故不能参加考试(考查)时必须提前书面向院系教务办公室、研究生部和留学生管理科请假并申请缓考,经批准后可参加下一次该门课程的考试。未经请假或请假未获批准而不参加考试者,成绩以零分记。

• 成绩评定

成绩一般采用百分制或两分制记载,按百分制记载的课程,60分为合格,按照两分制记载的课程成绩记为“通过”或“不通过”。学生出勤情况、课堂表现、课后作业、平时测验以及期中考试都与期末考试成绩有关,期末考试只是考试成绩的一部分。课程考核不合格,必须通过补考或重修才能取得该课程的学分。

• 补考

补考时间为每学期的开学初,补考课程为培养计划规定的上学期开设的必修课程,其中旷考、缺考(被取消考试资格者)、考试违纪、考试成绩为零分、重修不及格的课程不能参加补考,不能参加补考的课程和补考仍未通过的只能通过重修取得学分。

补考需要提前在“教务系统”上报名,不报名不能参加考试。

• 重修

补考仍不及格的课程需要重修,学生应在学校规定的时间(具体时间见每学期的选课手册中的通知或开学初通知)通过“教务系统”网上办理重修手续。学生根据考试安排选择考试时间不冲突的课程进行重修,并尽可能选择与自己的上课时间不冲突的上课班听课。

重修课程的成绩管理、考核与正常开设的课程相同,重修成绩在成绩记载中注明“重”字。课程重修后仍不能取得学分者可继续重修,已取得学分的课程将不能重修,学生毕业和学位资格审核时,重修的课程成绩按最高一次记载。

参考文件:《北京化工大学研究生学籍管理规定》

《北京化工大学关于研究生课程学习的相关规定》

《北京化工大学来华留学研究生培养管理规定》

《北京化工大学本科生物学籍管理规定》



Academic Study

Semester

One academic year has three semesters: spring semester , fall semester and extra semester .

Late August is the beginning of a new academic year and the fall semester. Spring semester usually starts from late February.

The winter and summer holidays are in February and July-August respectively.

Please refer to the University Calendar for detailed schedule.

Number of Years Set for a Program

The number of years set for Bachelor's programs is 4-6 years, for Master's programs 2 to 5 years and for PhD programs is 3 to 6 years.

Educational Plan, Course and Credit

Educational Plan is the basis on which the University organizes curriculum, the students select their courses and control the progression of their studies. Educational Plan includes program's code and name, education aim, key subjects, main courses, the capacity and knowledge graduates are supposed to obtain, length of schooling, degree conferred, requirements for graduations, course design, etc.

Courses

In the Educational Plan 'Courses' (including theoretical course and practice / internship) are divided into compulsory courses and optional courses. Students are required to take all the compulsory courses set for his /her program and some optional courses in accordance with his /her own interests and /or relevance to the program.

Registration and Course Selection

I: Registration

Students are required to register at scheduled time each semester. Registration should be conducted by the student himself /herself with the student card and cannot be commissioned. Tuition must be paid before registration. Without the payment record, the student cannot be registered. Registration is usually completed in the first week of a new semester. All international students are registered in the International Student Management Division.

If, for some reason, the student cannot register on time, he/she has to inform the International Office earlier. Unauthorized absence or delayed registration will be regarded as absenteeism. Students who register more than 2 weeks later will be regarded as automatically quitting school and their studentship will be cancelled in accordance with university's regulations.

II: Course Selection

The undergraduate student have to select their courses themselves in accordance with the Educational Plan.

Course-selection should be done on the webpage of Educational Administration Office. It is composed of two phases: positive selection and cancel-reselect selection. At the end of each semester, you have to select the course for the coming semester. Only when both phases of the selection are finished within the specific hours noticed by Administration Office has the course selected successfully.

Graduate students should select courses under the instruction of their supervisors. Both undergraduate and graduate students are supposed to select their courses in accordance with the Educational plan. All the students must select the course within the scheduled time and once delay, there is no other chance to select the course.

Attendance and Leave

I: Attendance

For classroom lectures, examinations and other teaching activities required by the Educational Plan, attendance should be carried out. If the student cannot attend, he/she has to ask permission in advance.

Not asking for leave or leave without permission is regarded as being absenteeism. The university will make appropriate treatment for such students in accordance with relevant provisions.

Students whose absences accumulated more than one-third of the total hours of courses, or who were found absent 3 times on random inspection will be deprived of the qualification of taking exams, the result of which would be zero.

II: Leave

International students should ask for a sick leave or private affair leave before the class rather than after the class.

1. Procedure of asking to Leave

- (1) Please go to International Student office.
- (2) The Leave Application Form will go into effect after signed and stamped, and will be documented by the division for further reference. Sick leave is required to produce proof of the diagnosis issued by the hospital.

2. Leave Time and Arrangement

- (1) International students who cannot study for long term due to illness (total hours of leave accumulated to one-third of the semester should apply for suspension from university to the International Students Management Division. During the suspension students should receive

medical treatment in their home country and can return to the university with the hospital diagnosis if recovered. After the suspension if the student hasn't been recovered to be a normal learner, he/she will be regarded as dropping out.

(2) If a student's leave accumulates more than one-third of the total class hours of one semester, and he/she has not applied for a suspension, he/she will be regarded as dropping out.

Examinations and Results

I: Examinations

International students have to take the examinations and tests of the courses they selected. If, for some reason the student cannot do so, he/she has to write to the office of educational affair in his/her college/department, Graduate School and International Student Management Division for approval in advance and apply for taking make-up examination. Students who leave without application or whose application is rejected will be scored zero for the test.

II: Grading

Results are generally shown in centesimal system or two-point system. In the former system, Pass is 60, while in the latter grade is recorded as "Pass" or "Fail".

The final result of a student is related to his/her daily attendance, classroom performance, assignments and resultsoftest and midterm examination. The result of final exam is only part of his/her final results. If an examination fails, the student should obtain the credit by taking make-up examination or taking the same course again.

III : Make-up Examination

Make-up examinations are organized at the beginning of each semester. The courses are compulsory courses required in the Educational Plan. Make-up examination cannot be taken by those who was absent from normal exam or was disqualified from it, and those who breached the disciplines of the normal exam, whose result was zero and Fail for theretaking of the course. If they, and those who fail their make-up exam, want to obtain the credit of a course, they have to select and take the course again.

One has to register at the Educational Management System entry in advance to take the make-up exam. Without registration, make-up examination cannot be taken.

IV: Retaking a course

Those who fail the make-up examination need to retake the course. Students have to select the course online through Educational Management System within required selection hours. The specific time in Manual for Course Selection or notes at the beginning of each semester. The courses a studentselects (either retaken courses or new courses) should be arranged as such that the time of their examinations do not conflict.

The grading system and testing system are the same as normal courses. But the result of the retaken course will be marked on the transcript. After retaking the course, if the student does not get the credit, he/she can retake the course again. But he/she cannot do so if the credit has already been obtained. When a student graduates and the qualification of a degree is examined, the result of retaking course is recorded according to the highest one.

Reference Documents

- Beijing University of Chemical Technology Graduate Student Registration Management Regulations
- Beijing University of Chemical Technology Regulations on Graduate Course Learning
- Beijing University of Chemical Technology Regulations on the Management of Graduate Students Studying in China
- Beijing University of Chemical Technology Regulations on Undergraduate Student Status Management

证件及证明

校园卡

学生校园卡在学生报到后由学校统一发放，校园卡具有校内身份识别，图书借阅，饭卡，超市消费，门禁管理，机房管理、考试身份证明等功能。新生入学后在留学生办公室领取，丢失后自行补办。

北校区校园卡办理地点：图书馆一层

东校区校园卡办理地点：图书馆地下一层信息中心

在学证明

学校可以为留学生提供在读证明等相关证明材料，学生可到国际教育学院留学生辅导员打印中英版在学证明。

办理地点：东校区图书馆503 北区图书馆512

成绩单

北区学生可以通过学生自助打印机进行成绩单查询和打印中英文成绩单（盖有学校教务处章），东区学生办理以上业务的地点是一站式服务大厅。同时，学生也可以在教务网进行成绩查询（jwglxt-proxy4.buct.edu.cn/）

Certificates

Campus Card

Student will receive the Student Campus Card before they register or be distributed by school when they registering and after registering. It's combines the function of Identification, library card, meal card, supermarket consumer, entrance guard card, computer room card, and Certificate of examination. After enrollment, new students can get a Student card from the International Students Office. If lost, they can apply for a new one by themselves.

North campus: The first floor of the library

East campus: Information Center on B1 of Library

Studying Certificate

Schools can provide studying certificate in the self-service printer which located on the first floor of the Teaching Building or go to the school administration section.

Address: East Campus Library 503

North Campus The fifth floor of the library

Transcript

Students on the north campus can inquire and print Chinese-English bilingual transcript in the self-service printer. Students on eastern campus can go to the one-stop service hall for the above business. You can also search on the educational administration network for examination results [query\(jwglxt-proxy4.buct.edu.cn/\)](http://query(jwglxt-proxy4.buct.edu.cn/)

学生权益篇

学生对学校的处理或者处分决定有异议的,可以在接到学校处理或者处分决定书之日起10日内,向学校提出书面申诉。

留学生可以联系负责的管理教师进行咨询和申诉:

电子版文件发送至

- dean-sie@mail.buct.edu.cn
- sie@buct.edu.cn

本科生

- 联系电话:86-10-64452461 / 64433217
- 办公地点:东校区逸夫图书馆503 / 北校区图书馆512

研究生

- 联系电话:86-10-64452461 / 64433217
- 办公地点:东校区逸夫图书馆503

注意事项:

- 在提交申诉材料时,请确保提供详细的问题描述和诉求,以便相关部门能够充分了解情况并做出准确的判断。
- 请在申诉材料中附上相关证据和证明材料,以便支持您的申诉请求。
- 请保持联系方式畅通,以便相关部门能够及时与您取得联系并提供帮助。

Student Rights Protection

If a student disagrees with the school's handling or disciplinary decision, they may submit a written appeal within 10 days from the date of receiving that decision.

International students can contact the relevant management teachers for consultation and appeals.

Electronic documents are sent to

dean-sie@mail.buct.edu.cn

sie@buct.edu.cn

Undergraduate students:

Contact number: 86-10-64452461 / 64433217

Office location: Room 503, Shaw Library, East Campus / Room 512, Library, North Campus

Master and PhD students:

Contact number: 86-10-64452461 / 64433217

Office location: Room 503, Shaw Library, East Campus

明质酸



生活篇

衣

北京的气候属于大陆性季风气候，四季分明，春秋两季较短，夏季和冬季较长，全年平均温度在 10--12℃左右，一月份最冷，平均温度在 -7--4℃左右，最低温度可至 -15℃；七月份最热，平均温度在 25℃--26℃左右，最高气温可能达到38℃，全年降雨量在 60cm 左右，75% 集中在 7、8 月份，春秋季风比较大，可多准备些夹克、毛衫和套衫之类的外套，夏季炎热，穿衬衫、T 恤、短裤、裙子等衣服比较舒适，冬天较冷，应穿厚重防寒的衣服。

如需购买衣服，在学校附近可到“八达岭奥特莱斯与乐多港奥特莱斯”以及市区的西单、王府井等地；留学生都喜欢去雅宝地、秀水街，那里外国人比较集中，衣服种类也很齐全，但是要小心谨慎，适当砍价。

洗衣服可以到学校附近的洗衣店。为方便留学生的生活，留学生公寓内设立了多个洗衣房，内有公共洗衣机。

注意事项：

- ※ 使用公用洗衣机洗完衣物后应及时取出，以方便其他学生使用；
- ※ 不能用洗衣机洗涤鞋子、所料等对洗衣机有损坏的物品。
- ※ 合理操作，不能随意拆卸破坏洗衣机；
- ※ 注意卫生，节约用水。

Living in Beijing

Clothes

Beijing's climate is defined as continental monsoon, where the four seasons are distinctly recognizable, with a semi-humid climate featuring shorter springs and autumns, longer summers and winters. The average temperature throughout the year is between 10 °C and 12 °C degrees Celsius. The coldest month is January with temperatures averaging between -7 °C and 4 °C degrees Celsius, and the hottest month is July, with an average temperature between 25 °C and 26 °C degrees. The highest temperature is -15 degree. Annual rainfall is over 60 cm, of which 75% falls in the stormy July and August. It could be windy in spring, and so, bring some outfits like jackets, sweaters and pullovers for the spring and autumn. Summer will probably be hot and plan to wear lightweight clothes: shirts, t-shirts, shorts/skirts, jeans and etc. Bring some warm clothes like a heavy coat for winter since it may turn to be very cold for you. Bring some traditional clothing or accessories for cultural activities.

you might want to attend during your study here.

If you need to buy some clothes in Beijing, you can find Badaling Outlets and Fun capital Outlets in your closereach. You may also want to go the famous shopping malls in downtown area, such as Xidan, Wangfujing. Price-cutting negotiation is common in some markets where foreigners like to visit like Silk Market and Yabao Road.

The laundry room each floor of the dormitory building can be used. You can also wash your clothes at laundries around the campus.

Cautions

1. Take out your clothes in the washing machine timely for others convenience.
2. Do not wash the shoes or plastic things which harmful to the washing machine.
3. Operate reasonably without dismantling or damaging the machine.
4. Pay attention to sanitation and save water.

食

校园里及学校周围有多家餐厅，各种口味的中餐厅，西餐厅和穆斯林餐厅，校园内的餐厅比较便宜。在留学生公寓内部有公用厨房，里面有电磁炉、微波炉等公用设备，学生可自己购买锅碗等私人用品，烹饪自己想吃的食物，十分方便。学校周边多家餐厅提供外卖服务，可送餐到家，餐到付款。

学校周边有多家超市、蔬菜店、水果店、清真食品店，方便购物。

北京特色饮食有烤鸭、涮羊肉等，在学校附近都可以品尝到。

厨房使用注意事项：

※ 厨房内柜子、电磁炉、微波炉、餐桌椅为公用物品，不得私自拆卸、挪用、占有、加锁；

※ 可根据个人需要，购买炊具及餐具，用后妥善保管；

※ 合理操作电器，用后及时关闭，厨房内不能使用明火；

※ 为方便自己和他人，使用结束后及时打扫，注意卫生；

※ 宿舍内不允许使用电器取暖、加热、做饭；

※ 防火防电，注意安全，节约用水；

※ 禁止在厨房内进行任何娱乐活动。



食堂

北校区

新校区校园餐饮 5 个食堂（含 1 个清真食堂）和 1 个校园咖啡，共计面积 10302 平方米，共 3912 个座位。经营内容按照教委对高校学生食堂的要求包括基本伙、风味、经营性餐厅、清真食堂、西餐和校园咖啡，以满足各层次师生的饮食消费需求。座位数量、服务面积、经营定位均满足北京市教委规定的标准化食堂标准。

北校区食堂开放时间

食堂名称	早餐时间	午餐时间	晚餐时间	位置
紫竹一食堂	6:30-11:00	11:00-13:00	17:00-20:00	紫竹一层
紫竹二食堂	6:30-8:30	10:40-13:00	16:40-21:00	紫竹二层
紫竹三食堂	无	11:00-14:00	16:00-20:00	紫竹三层
紫竹四食堂	无	10:30-14:00	16:30-23:00	紫竹四层
玉兰餐厅	7:00-8:30	11:00-13:00	17:00-19:00	玉兰餐厅
清真食堂	6:30-8:00	11:00-12:40	16:40-19:00	紫竹四层

东校区

现有七个食堂，一个餐厅。食堂位于田径操场东侧，依次为一食堂（南楼一层）、二食堂（南楼二层）三食堂（南楼三层西侧美食广场）、清真食堂（南楼三层东侧）、四食堂（北楼一层）、五食堂（北楼二层）和六食堂（北楼三层）。餐厅位于校内招待所（西门）一层。

东校区食堂开放时间

食堂名称	早餐时间	午餐时间	晚餐时间	位置
一食堂	6:30-9:00	11:00-12:40	16:40-18:10	南楼一层
二食堂	无	10:30-13:00	16:30-21:00	南楼二层
三食堂	无	10:30-14:00	16:00-22:00	南楼三层西
四食堂	7:00-9:00	11:00-12:40	16:40-18:10	北楼一层
五食堂	无	10:30-13:00	16:40-19:30	北楼二层
六食堂		8:30-21:00		北楼三层
清真食堂	6:30-8:00	11:00-12:40	16:40-19:00	南楼三层东

Food

There are plenty of refectories around the campus, offering Chinese food of different flavors, coffee bar and Muslim Restaurants. In the international student dorms, there are shared kitchens on each floor, furnished with induction cooker, micro-wave oven, which you can use for self-catering. You can also plan to bring or buy some table wares, kitchen wares or favorable seasonings. There are many take-away food shops near the school offer take-away service with cash on delivery.

Around the campus there are some supermarkets, vegetable and fruit stores and Muslim food stores making your shopping convenient.

You can also enjoy Beijing special food such as Beijing roast duck and instant-boiled mutton near school.

Cautions:

- The cabinets, induction cooker, micro-ware oven, and dining sets are public goods which cannot be dismantled, moved, hold or locked without permission
- You can buy cooking and eating utensils on your own needs and keep them properly after using.
- Operate the electric apparatuses reasonably, close them timely. Open fire is forbidden.
- Clean the kitchen timely after using and pay attention to sanitation for yourself and others.
- Electrical appliances are not allowed to use in the dormitory to heat, warm or cook.
- Fire is forbidden. Pay attention when using electricity.
- Entertainment activities are forbidden in the kitchen.

Cafeterias

There're 5 canteens (incl. 1 Muslims' canteen) and 1 campus coffee bar in the new campus, with 3,912 seats in total and totaling 10,302sq.m. According to the requirements on college student canteen by the Board of Education, the scope of operation includes basic, special flavored, operating restaurants, Muslims' canteen, western restaurant and campus coffee, which may satisfy the demands on diet consumption of all level teachers and students. The number of seats, service area and management position meet the standardized canteen criterions specified by Beijing Municipal Education Commission.

Opening Time of Cafeterias on North Campu

Name of cafeteria	Breakfast	Lunch	Dinner	Position
No.1 Zizhu Canteen	6:30-11:00	11:00-13:00	17:00-20:00	First floor of the Zizhu
No.2 Zizhu Canteen	6:30 -8:30	10:40-13:00	16:40-21:00	second floor of the Zizhu
No.3 Zizhu Canteen	无	11:00-14:00	16:00-20:00	Third floor of the Zizhu
No.3 Zizhu Canteen	无	10:30-14:00	16:30-23:00	fourth floor of the Zizhu
Yulan Zizhu Canteen	7:00-8:30	11:00-13:00	17:00-19:00	First floor of the Yulan
Muslim cafeteria	6:30-8:00	11:00-12:40	16:40-19:00	fourth floor of the Zizhu

There are 7 cafeterias and 1 restaurant in the East Campus. The cafeteria building cafeterias is on the east side of the playground. They are No.1 cafeteria (on the first floor of the south building), No.2 cafeteria (on the second floor of the south building), No.3 cafeteria (on the third floor of the south building), Muslim cafeteria (on the east of the third floor of the south building), No.4 cafeteria (on the first floor of the north building), No.5 cafeteria (on the second floor of the north building) and No.6 cafeteria (on the third floor of the north building). The restaurant is on the first floor of BUCT hotel (nearby the west gate).

Opening Time of Cafeterias on East Campus

Name of cafeteria	Breakfast	Lunch	Dinner	Position
No.1 cafeteria	6:30-9:00	11:00-12:40	16:40-18:10	first floor of the south building
No.2 cafeteria	-	10:30-13:00	16:30-21:00	second floor of the south building
No.3 cafeteria	-	10:30-14:00	16:00-22:00	third floor of the south building
No.4 cafeteria	7:00-9:00	11:00-12:40	16:40-18:10	first floor of the north building
No.5 cafeteria	-	10:30-13:00	16:40-19:30	second floor of the north building
No.6 cafeteria		8:30-21:00		third floor of the north building
Muslim cafeteria	6:30-8:00	11:00-12:40	16:40-19:00	third floor of the south building

公寓住宿

留学生公寓入住程序



收费规定

- 留学生按留学生公寓住宿费用标准和时间交纳住宿费。
- 住宿费需要在入住前付清，未付清住宿费的学生不予办理注册、签证、及临时住宿登记。
- 寒暑假期间，按实际住宿天数收费；学生需回国或外出，不在公寓住宿时，如不退房（要求保留房间），需按正常房价交纳房费。
- CSC学生，如延期毕业，需按正常流程交纳公寓住宿费用。
- 下学期需要住宿的学生，须在本学期结束前交付下学期住宿费，方可预留房间。

住宿管理规定

• 入住管理

凭本人有效护照和《公寓入住单》办理住宿手续。

服从安排，按指定房间住宿，留学生不得擅自更换或抢占房间。

留学生公寓为双人房间时，公寓有权安排他人合住。不同意与他人合住者，则需按单人包房交纳住宿费。

入住之前需签订入住协议。

• 会客管理

来访客人必须主动向公寓工作人员出示有效证件，并填写《公寓来访登记表》，经工作人员询问被访学生相关情况，方可进入公寓。如被访学生不在房间，来访者须在公寓大厅等待。

会客时间为 09:00—22:30，超过访问时间尚未离开者，公寓管理人员有权劝其离开。

未经国际教育学院允许，任何留学生不能留宿其他人员。

- 退宿管理

住宿者办理完退房手续后，应带走所有个人物品，并上交房间钥匙、门卡，公寓不负责保管其遗留物品。

住宿者办理退房手续时，需经工作人员核查房间物品后方可离开。



行

班车:东校区至昌平校区往返班车,停靠马甸、西三旗。采取手机微信预约登记、有偿乘坐的方式,优先保证教师乘车。昌平校区班车校内停靠站点设立食堂、主教学楼、图书馆。收费标准为单程10元(昌平校区到西三旗昌平校区)和12元(昌平校区到马甸和东校区),凭校园一卡通刷卡乘车。

摆渡车:昌平西山口地铁站到昌平校区摆渡车。工作日和周六日都有。每日最后一班时间为西山口地铁站末班车时间。

校内交通:采用共享单车方案,电动自行车不能进入校园。引进社会共享单车模式,提供近3000辆单车。分别采取“免押金,按小时收费”、“免押金,包月使用”和“交押金,无偿使用”三种计费方式。

校外公交:昌68路公交车已开通。起点位于虎峪村,途径北京化工大学东门、昌平西关、终点为昌平东关。

地铁:地铁方便快捷,“昌平西山口”是距离学校最近的地铁站,出地铁后乘坐昌平西山口地铁站到昌平校区摆渡车可到达学校。

火车:北京有三个大型火车站,北京站、北京西站和北京南站,通往全国各个城市。

出租车:学校强烈建议学生选择公共交通,安全第一。市区有正规的出租车,起价13元,3公里后每公里2.3元。

网约车:通过手机应用,例如:百度地图,高德地图、滴滴出行等你可以方便地叫到车,享受更加安全和舒适的出行体验。在使用网约车时,请确保选择知名平台,确保行程的安全。

摩托车:外国留学生在北京市不允许骑摩托车的,如发现有学生使用摩托车,学校将没收车辆并严肃处理相关留学生,屡教不改者,退学处理。

小汽车:外国留学生可以驾驶小汽车,但是必须持有有效的中国驾驶执照,无照或者酒驾都属于违法行为。

Transportation

Shuttle Bus: two stops, i.e. Madian station and Xisanqi station, are set for the Shuttle Bus between East Campus and Changping Campus, and the passenger is required to make preregistration and payment via mobile phone WeChat, with teachers' transportation guaranteed in priority. Shuttle Bus stations in Changping Campus are set at three points, including the canteen, main teaching building and the library. The charging standards for a single trip is 10.00 Yuan (from Changping Campus to Xisanqi Changping Campus) and 12.00 Yuan (from Changping Campus to Madian and East Campus), charged by swiping the Campus card.

Ferry Bus: Ferry Bus from Changping Xishankou Subway Station to Changping Campus, running during working days and weekends. Every day, the time for the last bus refers to the final vehicle hour at Xishankou Subway Station.

Traffic in Campus: Sharing bikes are introduced, and electric bicycles are forbidden in the Campus. Appr. 3,000 sharing bikes are introduced in the Campus, with three charging modes adopted, i.e. "Charged as per hour&deposit free.", "Monthly use&deposit free." and "Use without compensation&deposit free."

Public Transportation outside the Campus: by the end of August, Changping Transport Administration Commission will open up Chang No. 68 Bus, with the starting station set at Huyu Village and the terminal station set at Changping Dongguan, passing the east gate of Beijing University of Chemical Technology and Changping Xiguan.

Subway: it's very convenient to take subway, and "Changping Xishankou Station" is the nearest subway station to the campus. After descending the subway, the ferry bus may bring you to Changping Campus from Changping Xishankou Subway Station.

Train: There are 3 big train stations in Beijing. Beijing Station, Beijing West Station and Beijing South Station respectively. You can travel out of Beijing by train.

Cars: A student must have a legal license to drive a car. Driving without a legal license, during after drinking and furious driving are dangerous and illegal behaviors.

Taxi: In Changping, Non-licensed "Taxi" are many but no safety and security is guaranteed. We strongly recommend student use public transportation. There are plenty of licensed taxis in downtown. The flag-fall price is 13 Yuan and 2.3 Yuan is charged for each kilometer after the first 3 kilometers.

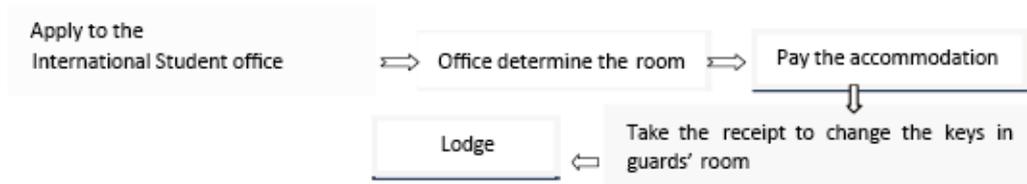
Ride-Hailing: You can easily book a car using mobile apps like Baidu Maps, Didi. This offers a safer and more comfortable travel experience.

Motor Cycle: Motor cycles are forbidden by the police to international students. The police station will not grant license to international students so that any ride of motor cycle will be illegal and will be heavily fined, even be expelled from the University.

Sedan Car: The overseas students may drive the sedan car, and however, the drivers are required to hold the effective Chinese License, neither unlicensed driving nor drunk driving is lawful.

Dormitory Accommodation

Procedure for lodging in dormitory building:



Charge regulations

- The international students should pay the accommodation charge in accordance with the standard and the deadline as required.
- Accommodation is required to be paid before admission, students who have not paid their accommodation are not allowed to register, visa, and temporary accommodation
- Students who live in winter and summer vacations need to pay accommodation fees according to the actual number of days.
- During the winter and summer vacations, if the international student wants to keep the room while he/she returns to his/her resident country or go for a travel, he/she has to pay the accommodation charge in accordance with the standard.
- If the CSC students can't graduate on time, they also need to pay dorm rent.
- Students who need to stay in the next semester are required to pay the next semester before the end of the semester.

Acceptance of the International Students

- To go through the procedure of accommodation with the valid passport and form of accommodation registration.
- To follow the arrangement and live in the assigned room. Never change the room or occupy the room by force without permission.
- The student should sign a contact of accommodation before checking in.

Regulations for Receiving Visitors

- All the visitors should be required to present their valid identifications to the staff at the reception desk and fill in the registration form of visitors of the apartment building. After the staff's inquiry about relevant information of the international student who is going to receive visitor, the visitor may be allowed to enter the building. If the international student is absent, the visitor should wait for him/her at the lobby of the building.
- Visiting hours are from 9:00 to 22:30. The staff of the building have the right to order the visitor to leave the building if he/she hasn't left after the visiting hour.
- Without the approval of the International Education School, no international student is

allowed to lodge a visitor for the night.

Regulation of Checking Out

- After the check-out, the owner should take away all the personal items and submit the room key, the door card, the apartment is not responsible for the custody of their legacy.
- While going through the check-out procedure, the dweller is not allowed to leave before the staff have finished checking the facilities and devices in the room and have received the dwellers' keys.

BEIJING UNIVERSITY OF CHEMICAL TECHNOLOGY



旅游

中国地大物博，历史悠久，景色优美，留学生可以利用假期时间在中国境内旅游，留学生持学生证到全国的大部分旅游景点可享受半价优惠。学生国际交流协会（SICA）也会每年不定期组织留学生外出旅游，但每次名额有限，需积极报名。

每逢传统节日“春节”、“劳动节”“清明节”“端午节”“中秋节”“国庆节”“元旦”，出行人数较多，建议留学生避开出行高峰。

Traveling

China has vast territory and abundant resources, long history, and beautiful scenery. Students can travel around in holidays. The tickets of most of the Chinese scenic spots can be sold at half price with student ID card. Students' International Communication Association (SICA) often organizes tourism for the each year. Please register timely, for the number is limited.

Crowds of people will travel out during some traditional holidays such as the Spring Festival, International Labor Day, National Day and New Year. We suggest students avoid traveling in those holidays.

北京主要景点 Beijing Attractions

1.故宫

地址：北京市东城区景山前街4号

开放时间：

淡季：(11月1日-次年3月31日)08:30-15:40

旺季：(4月1日-10月31日)08:30-16:10

门票：淡季(11月1日-次年3月31日)：¥40

旺季(4月1日-10月31日)：¥60

注：除法定节假日和暑期（每年7月1日至8月31日）外，故宫博物院周一全天闭馆。

1. The Forbidden City

Address: No.4 Jingshan Qian street, Dongcheng district

Open time: Off season: (Nov.1st -- Mar.31th) 08:30-15:40

Peak season: (Apr.1st -- Oct.31th) 08:30-16:10

Ticket: Off season: (Nov.1st -- Mar.31th) ¥40

Peak season: (Apr.1st -- Oct.31th) ¥60

PS: The Forbidden City is closed on Monday except the public holidays and summer holidays(Jul.1st -- Aug.31th)

2. 天安门广场

地址：北京市东城区长安街

开放时间：天安门城楼 淡季（11月-次年2月）：08:30-16:30

旺季（3月-10月）：08:30-17:00 天安门广场 05:00-22:00

门票：天安门城楼：¥15

Tian'anmen Square Address: Changan street, Dongcheng district Open time: Tian'anmen gate tower: Off season: (Nov. -- Feb.) 08:30-16:30

Peak season: (Mar. -- Oct.) 08:30-17:00 Tian'anmen Square: 05:00-22:00 Ticket: Tian'anmen gate tower: ¥15

3. 八达岭长城

地址：北京市延庆县军都山关沟古道北口

开放时间：淡季（11月-3月）07:00~18:00

旺季（4月-10月）06:30~19:00

门票：淡季（11-次年3月）40元/人 旺季（4-10月）45元/人

Badaling Great Wall Address: Guangou gudaobeikou ,Jundu Mountain, Yanqing County

Open time: Off season: (Nov. -- Mar.) 07:00-18:00 Peak season: (Apr. -- Oct.) 06:30-19:00

Ticket Off season: (Nov. -- Mar.) ¥40 Peak season: (Apr. -- Oct.) ¥45

4. 颐和园

地址：北京市海淀区新建宫门路19号

开放时间：06:30 ---18:00 门票：淡季：（11月1日至次年3月31日）¥30

旺季：（4月1日至10月31日）¥20

Summer Palace Address: No.19 Xinjiangongmen road, Haidian district

Open time: 06:30 ---18:00

Ticket: Off season: (Nov. 1st -- Mar.31th) ¥20 Peak season: (Apr.1st -- Oct. 31th) ¥30

5. 天坛

地址：北京市东城区天坛内东里7号

开放时间：一、四大门：06:00--22:00（止票时间 20:00）

景点开放时间：每年3月1日—6月30日：08:00—17:30（止票时间 17:00）每年7月1日—10月31日：08:00—18:00（止票时间 17:30）每年11月1日—次年2月底：08:00—17:00（止票时间 16:30）门票：淡季（11月1日~次年3月31日）联票30元/人，门票10元/人 旺季（4月1日~10月31日）联票35元/人，门票15元/人；

Temple of Heaven Address: No.7 Temple of Heaven Dongli, Dongcheng district Open time:

I. The four gates: 06:00 --22: 00 (Ticket selling closed at 20:00)

II. scenic spot (Mar.1st -- Jun.30th) 08:00 --17: 30 (Ticket sales close at 17:00)

(Jul.1st -- Oct.31th) 08:00 --18: 00 (Ticket sales close at 17:30) (Nov.1st -- Feb.)

08:00 --17: 00 (Ticket sales close at 16:30) Ticket: Off season: (Nov. 1st -- Mar.31th)

coupon ticket ¥30, entrance ticket ¥10; Peak season: (Apr.1st -- Oct. 31th) coupon ticket ¥35, entrance ticket ¥15.

6. 圆明园

地址：北京市海淀区清华西路28号

开放时间：5-8月：7:00-21:00，售票时间7:00-19:00 4月、9-10月：7:00-20:30，售票时间7:00-18:30 1-3月、11-12月：7:00-19:30，售票时间7:00-17:30 门票：大门：10元/人；景点：15元/人

The Old Summer Palace Address: No.28 Qinghuaxi road, Haidian district Open time: May--Aug. 7:00-21:00 (Ticket sales close at 19:00) Apr. & Sept.--Oct. 7:00-20:30 (Ticket sales close at 18:30)

Jan.-- Mar. & Nov.--Dec. 7:00-19:30 (Ticket sales close at 17:30) Ticket: entrance ticket ¥10; scenic spot ticket ¥15.

7. 北海公园

地址：北京市西城区文津街1号

开放时间：大门6:00-22:00

景区：8:30-18:00 门

票：淡季（11月1日-3月31日）门票：5元/人

联票：15元/人 旺季（4月1日-10月31日）

门票：10元/人

联票：20元/人

Beihai Park Address: No.1 Weijin street,Xicheng district Open time: Gate: 6:00-22:00;
Scenic spot: 8:30-18:00 Ticket: Off season: (Nov. 1st -- Mar.31th)entrance ticket ¥5,
coupon ticket ¥15; Peak season: (Apr.1st -- Oct. 31th) entrance ticket ¥10, coupon ticket
¥20.

8. 南锣鼓巷

地址：北京市东城区北至鼓楼东大街、南至地安门东大街、西至地安门外大街、
东至交道口南大街的方形区域

开放时间：全天

门票：免费

South Luogu Lane Address: Dongcheng district(North from Drum Dongdajie to South
Di'anmen Dongdajie; West from Di'anmen Waidajie to the East Jiadaokou Nandajie)
Open time: All day Ticket: Free

9. 恭王府

地址：北京市西城区柳荫街甲 14 号

开放时间：旺季 07:30--16:30；

淡季 08:00--16:30 周一闭馆

门票：40 元/人

Prince Gong's Mansion Address: No.14 Liuyin street,Xicheng district Open time: Peak
season: 07:30--16:30; Off season: 08:00--16:30 (Closed on Monday) Ticket:¥40

10. 鸟巢（国家体育场）

地址：北京市朝阳区北四环中路奥林匹克公园内

开放时间：4 月 -10 月（9：00-19：00）11 月 -3 月（9：00-17：30）

门票：50 元/人

Bird's Nest(National Stadium) Address: Olympic Park, North fourth-ring zhong
road,Chaoyang district Open time: Apr.--Oct(9:00-19:00) Nov.-- Mar(9:00-17:30)
Ticket: ¥50

11. 水立方

地址：北京市朝阳区北四环中路奥林匹克公园内

开放时间：旺季（5 月~10 月）：09:00~20:00 淡季（11 月~4 月）：09:00~18:00

门票：30 元/人

Water Cube Address: Olympic Park,North fourth-ring zhong road,Chaoyang district

Open time: Peak season(May--Oct.)09:00~20:00 Slack season(Nov.--Apr.)09:00~18:00
Ticket: ¥30

12. 香山

地址：北京市海淀区买卖街40号

开放时间：4月1日—6月30日，06：00—18：30

9月1日—11月15日，06：00—18：30，7月1日—8月31日，06：00—19：00，11月16日—3月31日，06：00—18：00

门票：优惠联票：15元/人 淡季票价（每年11月16日—3月31日）：5元/人
旺季票价（每年4月1日—11月15日）：10元/人

Xiangshan Park Address: No.40 Maimai street ,Haidian district Open time: Ari.1st — Jun.30th,06:00—18:30 Sept.1st — Nov.15th,06:00—18:30 Jul.1st — Aug.1st,06:00—19:00

Nov.16th — Mar.31th,06:00—18:00 Ticket: Coupon ticket: ¥15 Off season(:Nov.16th--Mar.31th) ¥5 Peak season:(Apr.1st--Nov.15th)¥10

13. 慕田峪长城

地址：北京市怀柔区慕田峪村

开放时间：夏季08:00-17:00；冬季08:30-16:30

门票：45元/人

Mutianyu Great Wall Address: Mutianyu country,Huairou district Open time: Summer: 08:00-17:00; Winter: 08:30-16:30 Ticket: ¥45

14. 798艺术区

地址：北京市朝阳区酒仙桥路4号

开放时间：10：00—17：00 门票：免费

798 Art Zone Address: No.4 Jiuxianqiao road, Chaoyang district Open time:10:00--17:00
Ticket: Free

15. 什刹海（后海）

地址：北京市西城区地安门西

开放时间：全天 门票：无

Shichaha(Houhai) Address: West of Di'anmen, Xicheng district Open time: All day
Ticket: Free

16. 北京欢乐谷

地址：北京市朝阳区东四环小武基北路

开放时间：平日 09：00---22:00；周末及节假日 08:30---22:00

门票：全价票 230 元/人；夜场票 150 元/人

Happy Valley Address: Xiaowujibei road east-ring,Chaoyang district Open time:(Workday)09:00---22:00;

Weekends and Holidays 08:30----22:00 Ticket:¥230(Day) ¥150(Night)

17. 潭柘寺

地址：北京市门头沟区潭柘寺镇潭柘山下

开放时间：夏季 8：00-17：00；冬季 8：00-16：30 门票：55 元/人

Tanzhe Temple Address: Tanzhe mountain in Tanzhe temple town ,Mentougou district

Open time：Summer 08：00-17：00；Winter 08：00-16：30 Ticket: ¥55

18. 金山岭长城

地址：河北省滦平县与北京市密云县交界处

开放时间：08:00~17:00 门票：旺季（3月16~11月15）：65.00元

淡季（11月16~3月15日）：55.00元

Jinshanling Great Wall Address: Between Luanping county of Hebei province and Miyun county of Beijing Open time: 08:00~17:00 Ticket: Peak season (Mar.16th--Nov.15th)

¥65 Slack season (Nov.16th--Mar.15th) ¥55

19. 古北口水镇

地址：北京市密云县古北口镇

开放时间：09:00-17:00（冬令）09:00-18:00（夏令）门票：150元/人

Gubeikou Water Town Address: Gubeikou town Miyun county Open time: 09:00-17:00 (Winter) 09:00-18:00 (Summer) Ticket: ¥150

20. 前门大街

地址：位于京城中轴线，北起前门月亮湾，南至天桥路口，与天桥南大街相连。

开放时间：全天 门票：无

Qianmen Street Address: North from Moon bay to South crossing of Tianqiao road Open time: All day Ticket: Free

21. 国家博物馆

地址：北京市长安街天安门广场东侧

开放时间：9:00—17:00（15:30 止票，16:00 停止入馆。周一闭馆）门票：无

The National Museum Address: Beijing town center Tiananmen Square east side Open time: 9:00—17:00 (Closed on Monday) Ticket: free

22. 北京动物园

地址：北京市西城区西直门外大街 137 号

开放时间：4月1日至10月31日：7:30-18:00 11月1日至3月31日：7:30-17:00 门票：
旺季（4月1日—10月31日）联票：20元/人；门票：15元/人；熊猫馆5元/人 淡季（11月1日—3月31日）联票：15元/人；门票：10元/人；熊猫馆票价5元/人

Beijing Zoo Address: No.137 Xizhimen Waidajie, Xicheng district Open time: (Apr.1st--Oct.31th) 07:30-18:00 (Nov.1st--Mar.31th) 07:30-17:00 Ticket: Peak season (Apr.1st--Oct.31th) Coupon ticket: ¥20; Entrance ticket: ¥15; Panda: ¥5
off season(Nov.1st--Mar.31th)

Coupon ticket: ¥15; Entrance ticket: ¥10; Panda: ¥5

23. 北京植物园

地址：北京五环路之外，寿安山南麓，西山脚下

开放时间：夏：6:00—20:00 冬：7:30—17:00 门票：10元/人；套票45元/人

Beijing Botanical Garden Address: outside the 5th ring and at the foot of West Hill Open time: Summer 06:00 -- 20:00 Winter 07:30 -- 17:00 Ticket: Entrance Ticket: ¥10
Coupon Ticket: ¥45

24. 世界公园

地址：北京市丰台区花乡大葆台 开放时间：08:00-21:00 门票：100元/人

Beijing World Park Address: Dabaotai Huaxiang, Fengtai district Open time: 08:00-21:00 Ticket: ¥100

25. 园博园 地址：北京市 丰台区射击场15号永定河畔绿色生态发展带

开放时间：7:00-19:00(4月-10月) 7:30-18:00(11月-3月) 门票：20元/人

Beijing Garden Expo Address: No.15 Shejichang, Fengtai district Open time: 7:00-

19:00(Apr.--Oct.) 7:30-18:00(Nov.--Mar.) Ticket: ¥20

26. 司马台长城

地址：北京市密云县古北口镇司马台村北

开放时间：08:00~17:00 门票：40元/人

Simatai Great Wall Address: North of Simatai country Gubeikou town Miyun county

Open time: 08:00~17:00 Ticket: ¥40

27. 南山滑雪场

地址：北京市密云区河南寨镇圣水头村

开放时间：09:00-17:30 夜场：17:30-22:00 门票：平时：140元/4小时，
220元/全天 周末：200元/4小时，360元/全天

Nanshan Ski Address: Shengtoushui Country Henanzhai town, Miyun district

Open time: 09:00-17:30 (Day) 17:30-22:00 (Night) Ticket: Workday: ¥140/4h;

¥220/day Weekend: ¥200/4h; ¥360/day

28. 奥林匹克森林公园

地址：北京市朝阳区北辰东路15号

开放时间：09:00~17:00，夏季略有延长 门票：无

Olympic Forest Park Address: No.15 Beichendong road, Chaoyang district Open time:

09:00~17:00 Ticket: free

信息以景点官方公布为准



在学校上网

学校有无线 BUCT 和有线网，登录校内网关就可以上网了。每一个新生来到学校时学校都已经给你准备好一个固定的上网认证账户，只需要给自己的上网认证账户充电，就可以正常使用了。一般是用校内的圈存机或者微信支付方式进行缴费。微信支付方式需下载完美校园注册校园卡信息。校园卡初始密码位身份证后六位，X 用 1 代替。

使用时，先登录校园网认证系统（网址为：<http://tree.buct.edu.cn>），输入用户名和密码，用户名是你的学号，默认密码是身份证上的八位生日。然后点击“登录”，看到“登录成功”的窗口，就可以正常上网啦。上网结束后要记得依然回到<http://tree.buct.edu.cn> 这个网页，然后断开网络，否则你的网关流量就有可能被别人使用。学校的默认网络计费方式是每个月 5 元，含 3.5G 流量，想使用更多流量的同学可在校园网认证系统的自服务页面中自由更改校园网网络套餐。

//网关//

在学校上网不同于网吧，不是只要打开电脑就可以连接到 Internet，这里还有一个重要的东西，就是网关。网关是你在学校里使用电脑时，能连接到 Internet 的一把钥匙。每一个新生来到学校时学校都已经给你准备好一个固定的网关，只需要给这个网关充电，就可以正常使用了。一般是用校内的圈存机进行网关的缴费。

使用时，先登录 <http://tree.buct.edu.cn/> 这个网址，输入用户名和密码，用户名是你的学号，密码根据学校的规定来输，一般会是你身份证上的八位生日。然后点击“连接网络”，看到“网络连接成功”的窗口，就可以正常上网啦。上网结束后要记得依然回到 <http://ipgw.buct.edu.cn> 这个网页，然后断开网络，否则你的网关流量就有可能被别人使用。学校的网关收费含：90 包月、10 月包 15 小时、20 元包 35 小时、30 元包 55 小时、5 元 3.5G、10 元 6G 以及 20 元 15G 这六种计费组。

Surf the Internet at school

There're Wi-Fi BUCT and wired network, which means you can connect to the network as long as you login campus gateway. A constant online authentication account has been set ready for each freshman before he/she arrives at the campus. The network is applicable as long as you charge for the account, and the charging fees may be paid through transfer machine in Campus or WeChat. Should payment be made via WeChat, an App "Perfect Campus" is required to be downloaded and the completion of registration of campus card information is required. The initial password of the campus card is the last 6-bit digitals of ID Card numbers, with 1 instead of X (if any).

Before applying the network, it's required to login the campus network certification system via <http://tree.buct.edu.cn>, then enter the User Name and Password, wherein, the User Name refers to the student ID, and the default password refers to the last 8-bit digitals of the user's ID Card numbers. Then, click "Log In", and the user will see a web page window of "Log in Successfully", which leads to the surfing at internet at will. After finishing using the internet, you're required to return to the webpage of "<http://tree.buct.edu.cn>" and disconnect the internet, otherwise, your gateway traffic shall be applied by others. The default network accounting method of the school is 5 Yuan/month, including 3.5G traffic, and if one requires more traffic, he/she is required to change the network set meal of campus network on self-service page of campus network certification system.

Gateway

Different from surfing at internet bar which means opening computer can connect to the network automatically, another important thing when you surfing at school is connect the gateway. The gateway, which is the key of connect the internet at school, was prepared by school before freshman's reaching. Only saving money school's transfer machine, can you normal use it.

When using the internet, please registering (<http://tree.buct.edu.cn/> first, entering your username and password.[ps: the username is your cardname; the key is ruled by school, it is ordinary your birthday in your ID card]. After that, clicking the 'Linked Network', and seeing the words 'Successful on Internet', can you normally surfing. It's necessary to turn off the internet in page(<http://tree.buct.edu.cn/>), or it will being used by others. The charging standard: 90 yuan/month,10yuan/15 hours,20yuan/35 hours,30yuan/55 hours,5yuan/3.5G,10yuan/6G and 20yuan/15G.

购物

学校附近有多家大型的超市，距离较近，步行可到达，在那里可以买到蔬菜、水果、小吃等各种日用品及生活必需品，营业时间都为早上 7:00—晚上 11:00。

新鲜的水果和蔬菜可以到学校周边的蔬菜店购买，经济实惠。

清真食品可以在学校附近的清真商店购买。

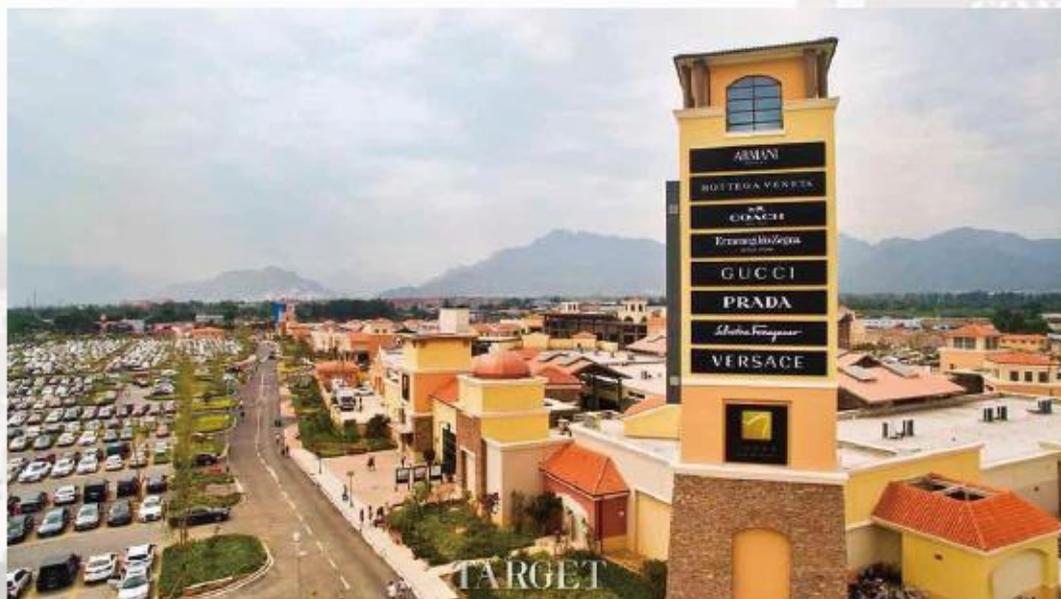
北区附近超市汇总：

八达岭奥特莱斯：昌平区南口镇陈庄

乐多港奥特莱斯：昌平区城南街道南口路 29 号

东区附近超市汇总：

凤凰汇购物中心：朝阳区曙光西里甲5号院24号楼



(图片来自于网络)

Shopping

Although your dormitory is fully- furnished, you may need to buy some items for your room and for yourself. There are three big markets located within walking distances from your residence , where you can find commodities, food , vegetables, fruits,snacks , and daily necessities. The opening hours are from 7:00 am to 11:00pm .

Fresh fruits and vegetables can be bought in vegetable shops near school . The prices there may be lower. Muslim food is available in the Muslim shop near campus.

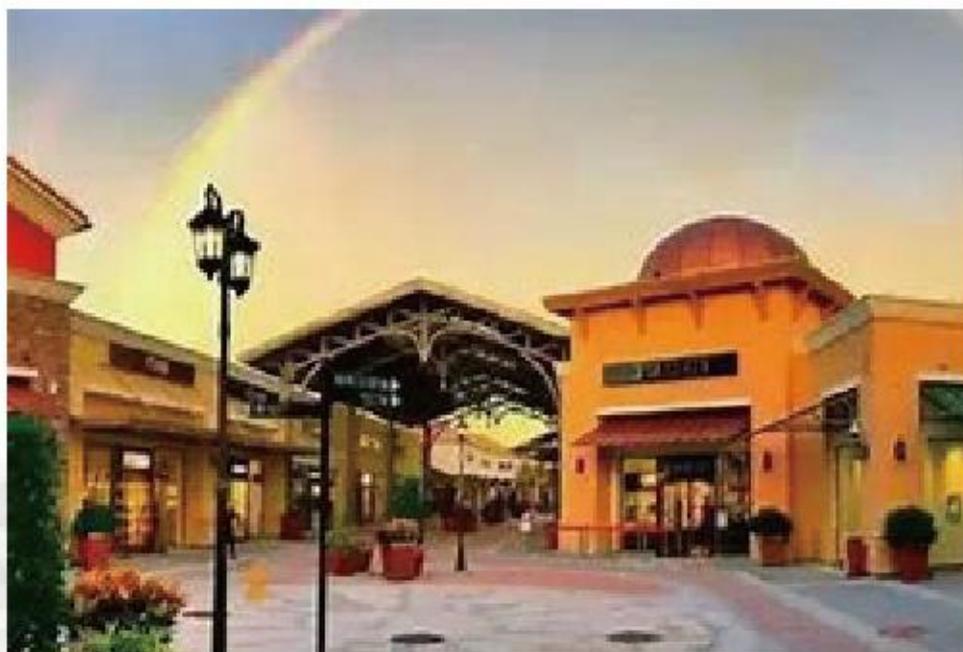
Supermarkets of North campus:

Badaling Outlets : Chenzhuang Village, Nankou Town, Changping District

FunCapital Outlets: No. 29, Nankou Road, Chengnan Sub-district, Changping District

Supermarketsof East campus:

Galleria Shopping Center: 5 Shuguangxili Lu (northeast of Sanyuanqiao Bridge right outside Sanyuanqiao subway stop Exit B) Chaoyang District



(The picture from the Internet)

邮政

如果与家人或朋友有书信来往，请记住我们的通讯地址，注上你的名字，学号，房间号码即可：

昌平校区：昌平区南涧路 29 号北京化工大学昌平校区学院 邮编：102202

东校区：北京市朝阳区北三环东路15号北京化工大学 邮编 100029

在学校附近有多家邮局，比较方便，校园内设有快递驿站。

如果发送国际快递，可以通过 DHL，提供上门服务，电话：800-810-8000。

Mailing

There are several post offices close to the campus, where you can send letters or packages to your home country or friends. Letters coming to you will be sent to the mail room beside the main entrance to the campus. Letters or other mails for you can be sent to:

International Center

East campus address:

Beijing University of Chemical Technology, No. 15, North Third Ring East Road, Chaoyang District, Beijing Postcode: 100029

North campus address:

Beijing University of Chemical Technology, Nanjian Road No. 29, Changping District, Beijing Postcode: 102202

Please indicate your room number, student number and names on the mail.

DHL or other international couriers provide door to door service. Tel: 800-810-8000(DHL)

医院

学校附近就医非常方便，有校医院和各区医院可供选择，所有医院全天24小时营业，如遇紧急情况，可拨打 120 急救电话，不建议留学生到私人医院就医。

根据规定，来华留学生必须购买人身意外伤害保险，学生因病或意外伤害所产生的费用，可向保险公司理赔。住院期间可先行联系保险公司进行垫付。详细的规定见保险手册。

留学生生病住院治疗应第一时间通知老师。

对于有意隐瞒患有精神病、癫痫病、传染病及心理疾病的留学生，医疗费用不予报销，严重者退学处理。

Medical service

The clinic on campus offers medical service 7 days a week and 24 hours a day. You can choose the school's hospital or district hospitals. In case of emergency, call 120 for immediate medical service. We recommend you not to choose a private hospital.

According to the regulation, International students must buy the accident injury insurance. The insurance company will cover the expenses occurred in your medical or accident treatment. You can contact the insurance company for anticipation when you're in hospital. You can find the details in the insurance instructions handbook. Students should inform teachers first when you receive treatment in hospital.

The medical expenses of those who have concealed his psychosis, epilepsy, infectious or mental disease from the university will not be reimbursed. The university holds the right to dismiss students severely affected by one or more of these diseases.

北区周边医院

昌平区中医院：昌平区昌平东环路南段

昌平区医院：昌平区鼓楼北街 9 号

The hospital Surrounding the North district

- Changping Chinese medicine hospital: The southern section of changping district changping east loop
- Changping district hospital: 9# Drum tower north street, Changping district

东区周边医院

中日友好医院：位于东门

The hospital surrounding the West district

China-Japan Friendship Hospital: to the east gate

宗教

学校尊重学生的宗教信仰，不干涉学生参加宗教活动，但不允许留学生参加以破坏我国社会稳定、损害我国人民利益为目的的非法宗教活动，不允许在中国境内传教。在学校附近有清真寺，留学生可以在那里做礼拜。

Religion

We share high respect in personal religious belief and will not intervene any of the normal religious activities if you are abiding by the regulation and laws in China relating to religious activity. Doing missionary work is not allowed in China. There is Muslim temple near to the campus, where you can worship.

货币及银行

在中国只能使用人民币。人民币的单位是元，辅币是角和分，缩写符号是 RMB。币值有 100 元、50 元、20 元、10 元、5 元、2 元、1 元、5 角、2 角、1 角、5 分、2 分、1 分共 13 种。硬币有 1 元、5 角、1 角、5 分、2 分、1 分。

昌平校区共有工商银行 ATM 机 1 台、查询机 1 台，中国银行 ATM 机 4 台，北京银行 ATM 机 4 台。分布在图书馆南门厅、教学楼南门厅 A 区和 B 区、食堂一楼东侧过道和二楼东侧过道、学生宿舍区 4# 和 5# 楼北门厅。学生交费及公费学生生活补助发放通过北京银行完成。

银行卡丢失应立即带护照到开户银行办理挂失手续，公费学生须将补办新卡号码通知留学生办公室，以保证生活补助正常发放。

不要随便给别人汇款，尤其是短信，不能随便相信，以免上当受骗。

Currency and Banking

Ren Min Bi (RMB) is the official currency in China. The main unit of RMB is yuan(1 jiao=0.1 yuan; 1 fen=0.01 yuan). RMB is printed in the following forms: 100 yuan, 50 yuan, 20 yuan, 10 yuan, 5 yuan, 2 yuan, 1 yuan, 5 jiao, 2 jiao, 1 jiao, 5 fen, 2 fen, 1 fen and coined in 1 yuan, 5 jiao, 1 jiao, 5 fen, 2 fen and 1 fen.

In Changping Campus, there're 1 ATM and 1 Inquiry Machine of ICBC, 4 ATMs of BOC and 4 ATMs of Bank of Beijing, separately distributed at South Lobby of the library, Area A and Area B of South Lobby of Teaching Building, east passage on the 1st floor and east passage on the second floor of the dining hall, and north lobby of Building 4 and Building 5 in dormitory area. The paying of fees and the granting of living subsidies to students at public expenses shall be made via Bank of Beijing. In case of the loss of the bank card, the student/teacher is required to present the passport and go through the formalities of loss reporting at the opening bank, and the students at public expenses are required to inform the overseas student office about the new bank account number, so as to guarantee the normal distribution of the living subsidies. Reporting loss of credit card or debit card to the opening bank and renew your account number record at International Office.

In case being cheated, do not remit money to strangers unthinkingly, especially when you receive some strange short messages.

常用电话一览

急救：120

火警：119

警察：110

交通事故：112

北京市出入境管理处：84020101

校内电话

东区留学生办公室：64452461

北区留学生办公室：80106403-602

留学生签证及教务办公室：64433217

北区留学生公寓值班室：89730456

东区留学生公寓值班室：64445129（西门）64414720（东门）

Useful Phone Numbers

Emergency: 120

Fire: 119

Police: 110

Traffic Accident: 112

Administration of Exit and Entry of Beijing Public Security Bureau: 84020101

Useful Campus Phone Numbers

International Students office on east campus: 64452461

International Students office on north campus: 80106403-602

Visa and Provost Office for international students: 64433217

Dormitory on north campus: 89730456

Dormitory on east campus:

64445129 (dormitory near the west gate) 64414720 (dormitory near the east gate)

中国节日

CHINESE HOLIDAYS

- 教师节 ● Teacher's Day(09.10)
- 中秋节 ● Mid-autumn Festival (08.15 in lunar calendar)
- 国庆节 ● National Day (10.01)
- 元旦 ● New Year's Day (01.01)
- 春节 ● Spring Festival (01.01 in lunar calendar)
- 元宵节 ● Lantern Festival (01.15 in lunar calendar)
- 妇女节 ● International Working Women's Day (03.08)
- 植树节 ● Arbor Day (03.12)
- 清明节 ● Tomb-sweeping Festival (04.15)
- 劳动节 ● International Labor Day(05.10)
- 青年节 ● Chinese Youth Day(05.04)
- 端午节 ● Dragon Boat Festival(05.10 in lunar calendar)
- 儿童节 ● International Children's Day(06.01)
- 建党节 ● The Party's Birthday(07.10)
- 建军节 ● The Army's Day(08.10)

活动篇

北京化工大学学生国际交流基地(SICA -Student International Communication Association)自2009年成立以来,已走过15年的光辉历程,基地聚集了众多热衷于国际交流的中外学生,致力于通过组织国际文化节、外语角、北化中外青年说、中国传统文化体验等各类活动,为学生提供一个深入了解不同国家文化、提升跨文化交流能力、拓展国际化视野的平台。学生国际交流基地包含两个中心:

中外学生学业发展辅导中心:该中心通过教师和朋辈的帮助,为中外学生提供日常课程学习和科研技能的辅导,同时辅导汉语学习,讲解中国文化,开展文化交流活动,帮助来华留学生更快融入校园学习生活。

中外学生交流活动志愿中心:在国际暑期学校、科创营、外宾来访等活动中,中外学生作为志愿者共同组织参观和介绍学校、介绍中国文化等,增进对中国文化的理解和传播。



三营地品牌特色活动

科技创新营:借助校内外优质师资,邀请教授、导师为来华留学生开展学术能力提升讲座,包括文献查阅及撰写、学术诚信规则、数据分析及仪器操作指导等;举办来华留学生创新论坛、学术沙龙、科技创新大赛等活动,为来华留学生参与国际学术会议提供指导支持,选拔“科研之星”,发挥优秀榜样带动作用,营造良好学术创新氛围;组织中外学生共同参加“萌芽杯”、“大创”等科技创新比赛,提升科研能力。

汉语提升营:指导留学生在“讲好中国故事”、“我与中国的美丽邂逅”等汉语及文化竞赛;开展“汉语情”、“汉语角”等中文、中华传统才艺表演活动和竞赛,检验来华留学生的汉语及文化知识学习成果,营造良好的汉语学习氛围。

实践锻造营:组织“感知中国”系列实践活动,通过组织来华留学生参观知名企业、美丽乡村、历史博物馆等,促进来华留学生深入感知中国文化,了解中国经验;开拓校企合作,为来华留学生提供企业实践实习机会,指导留学生学职规划类活动,提升学生就业能力、拓展就业机会。





传统文化活动

端午节:体验包粽子、赛龙舟等传统习俗。

中秋节:赏月、吃月饼,感受团圆氛围。

腊八:品尝腊八粥,了解节日的由来。

冬至:包饺子,体验不同的节气文化。

春节:参与春节联欢,体验中国新年的喜庆和热闹。

其他文体活动

迎新晚会:为新生举办的欢迎活动,让他们快速融入校园生活。

国际文化节:展示不同国家的文化特色,增进学生对世界文化的了解。

十佳留学生:评选出表现优异的留学生,表彰他们的学术成就和文化交流贡献。

运动嘉年华:鼓励学生参与体育活动,培养团队精神和健康生活方式。

毕业晚会:庆祝毕业生的学术成就,为他们的未来祝福。

SICA欢迎每一位对国际交流充满热情的同学加入!在这里,你将有机会参与到丰富多彩的活动中,结识来自世界各地的朋友,共同成长,共同创造美好的校园生活。

Activities Section

Since its establishment in 2009, the Student International Communication Association (SICA) at Beijing University of Chemical Technology has celebrated 15 years of excellence. SICA brings together Chinese and international students passionate about global exchange, offering a platform for them to deepen their understanding of different cultures, enhance intercultural communication skills, and broaden their international perspectives. Through various events like International Cultural Festivals, Foreign Language Corners, BUCT Youth Talks, and Chinese Traditional Culture Experiences, SICA has been fostering cultural exchange and understanding. The association comprises two main centers:

1. Academic Development and Tutoring Center for Chinese and International

Students: This center provides daily academic and research skill tutoring for both Chinese and international students, supported by teachers and peer tutors. It also offers Chinese language learning assistance, cultural exchange activities, and guidance on understanding Chinese culture, helping international students integrate into campus life more smoothly.

2. Volunteer Center for Exchange Activities between Chinese and International

Students: In activities like the International Summer School, Innovation Camps, and VIP visits, Chinese and international students volunteer together to organize campus tours and introduce Chinese culture, fostering a deeper understanding and dissemination of Chinese traditions.

Three Signature Camps

1. Technology Innovation Camp: Leveraging the university's high-quality faculty, this camp invites professors and mentors to conduct academic skill enhancement lectures for international students, covering topics such as literature review and writing, academic integrity, data analysis, and instrument operation. The camp also hosts innovation forums, academic salons, and technology innovation competitions, providing support for international students to participate in international academic conferences, selecting "Research Stars," and creating a strong academic and innovative atmosphere. Additionally, Chinese and international students are encouraged to jointly participate in technology innovation competitions like the "Budding Cup" and the "National Undergraduate Innovation and Entrepreneurship Competition" to enhance their research capabilities.

2. Chinese Language Improvement Camp: This camp guides international students in participating in Chinese language and cultural competitions such as "Telling China's Story" and "My Beautiful Encounter with China." It also organizes Chinese language and cultural performance activities and competitions like "Chinese Affection" and "Chinese Corner," allowing international students to showcase their progress in Chinese language and cultural knowledge, while fostering a positive environment for Chinese language learning.

3. Practical Training Camp: This camp organizes the "Perceive China" series of practical activities, where international students visit renowned enterprises, beautiful villages, historical museums, and more to gain a deeper understanding of Chinese culture and experiences. The camp also expands university-enterprise cooperation, offering internship opportunities and career guidance activities for international students, enhancing their employability and expanding their job opportunities.

Traditional Cultural Activities

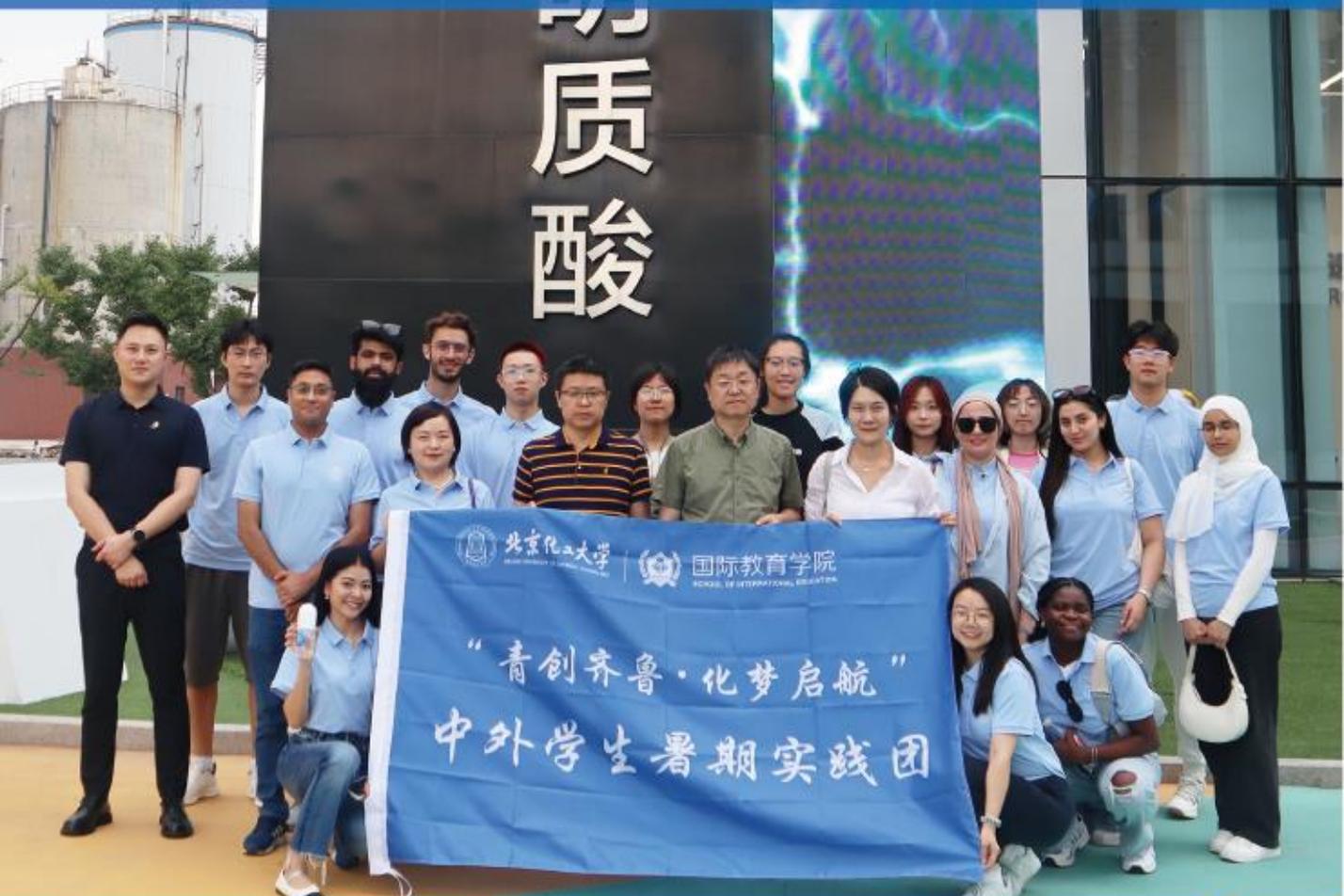
- **Dragon Boat Festival:** Experience traditional customs such as making zongzi (rice dumplings) and dragon boat racing.
- **Mid-Autumn Festival:** Enjoy moon gazing and mooncakes, and experience the atmosphere of reunion.
- **Laba Festival:** Taste Laba porridge and learn about the origins of the festival.
- **Winter Solstice:** Make dumplings and explore different seasonal cultures.
- **Spring Festival:** Participate in the Spring Festival Gala and experience the festive and lively atmosphere of Chinese New Year.

Other Cultural and Sports Activities

- **Welcome Party:** An event to welcome new students and help them quickly integrate into campus life.
- **International Cultural Festival:** A showcase of cultural features from different countries, promoting students' understanding of world cultures.
- **Top Ten International Students:** An award recognizing outstanding international students for their academic achievements and contributions to cultural exchange.
- **Sports Carnival:** Encourages students to participate in sports activities, fostering team spirit and a healthy lifestyle.
- **Graduation Party:** A celebration of graduates' academic achievements and well-wishes for their future endeavors.

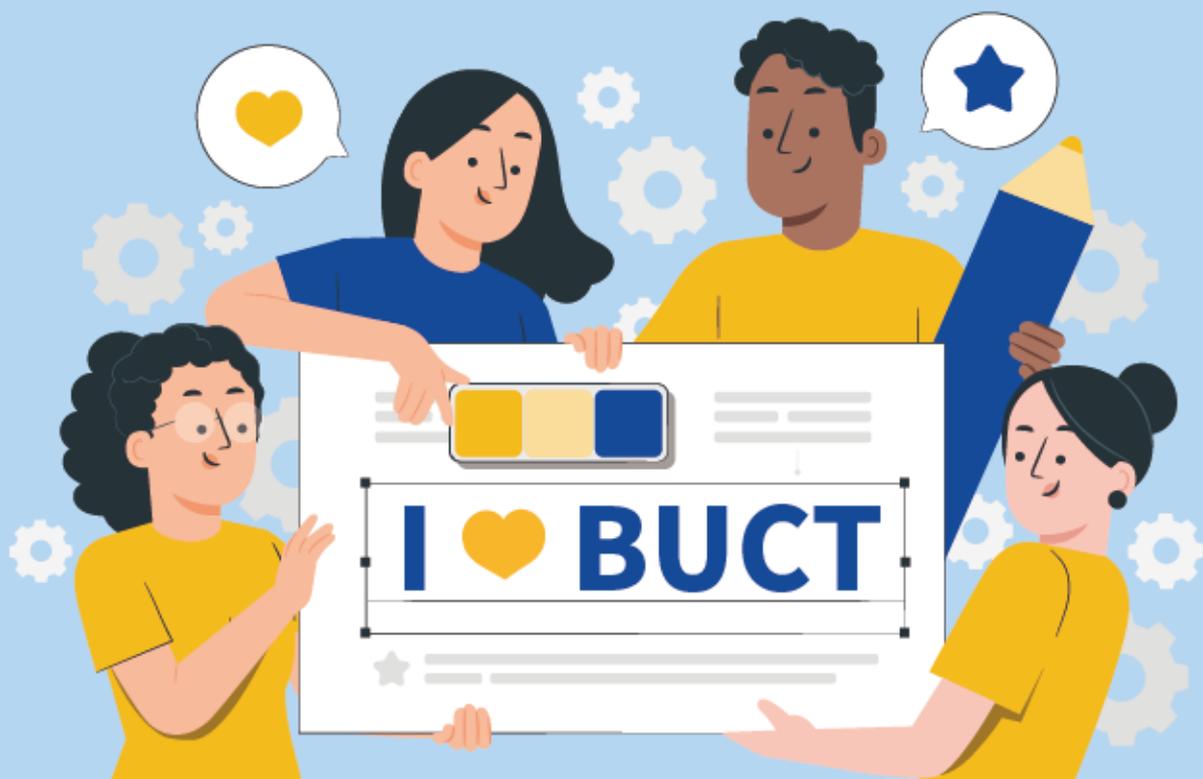


SICA warmly welcomes all students passionate about international exchange to join! Here, you will have the opportunity to participate in a wide range of activities, meet friends from around the world, and grow together while creating a vibrant campus life.



心理咨询问卷

Questionnaire for Psychotherapy



心理篇

心理调适的重要性

留学生在异国他乡,面临着语言、文化、生活习惯等多方面的挑战,心理调适对于适应新环境至关重要。

心理调适小贴士

保持开放心态:接受并尊重文化差异,以开放的心态去体验和学习。

建立社交网络:积极参与学校活动,结交朋友,建立自己的社交圈子。

保持健康生活习惯:合理饮食,规律作息,适量运动,保持良好的身体状态。

学会时间管理:合理安排学习与休息时间,避免过度压力。

寻求帮助:遇到问题不要独自承受,及时向朋友、老师或专业机构寻求帮助。

心理支持资源

学生互助小组:与有相似经历的同学交流,互相支持,共同成长。

学校心理咨询老师:学院提供专业的心理咨询服务,帮助解决心理困扰。

预约心理咨询方式

在线预约系统:通过填写问卷进行预约。<https://wjxdata.buct.edu.cn/vm/rN6uwBb.aspx>

辅导员预约:和你的辅导员聊聊,请他/她帮你预约心理老师。

在线咨询邮箱:zr74495@sina.com

我们关心每一位留学生的心理健康,希望这些小贴士能帮助你更好地适应留学生活。当你需要帮助时,请不要犹豫,我们随时在这里支持你,和你一起成长,一起面对挑战!

Psychological Adjustment

The Importance of Psychological Adjustment

Studying abroad comes with various challenges, including language barriers, cultural differences, and adapting to new living habits. Psychological adjustment is crucial for successfully adapting to these new environments.

Tips for Psychological Adjustment

- **Maintain an Open Mind:** Embrace and respect cultural differences. Approach new experiences with an open mind and a willingness to learn.
- **Build a Social Network:** Actively participate in school activities, make new friends, and establish your social circle.
- **Maintain Healthy Habits:** Eat a balanced diet, follow a regular sleep schedule, exercise moderately, and keep your body in good shape.
- **Learn Time Management:** Organize your study and rest time wisely to avoid excessive stress.
- **Seek Help:** If you encounter any problems, don't bear them alone. Reach out to friends, teachers, or professional services for help.

Psychological Support Resources

- **Student Support Groups:** Connect with peers who share similar experiences, offer mutual support, and grow together.
- **School Psychological Counselors:** The university provides professional psychological counseling services to help address any psychological concerns.

How to Schedule a Counseling Appointment

- **Online Booking System:** Make an appointment by completing the online questionnaire. <https://wjxdata.buct.edu.cn/vm/rN6uwBb.aspx>
- **Counselor Appointment:** Talk to your counselor and ask them to help you schedule an appointment with a psychological counselor.
- **Online Consultation Email:** Send an email to zr74495@sina.com for online consultations.

We care deeply about the mental health of every international student. We hope these tips help you better adapt to your life abroad. Don't hesitate to reach out for support whenever you need it—we are always here to support you, grow together, and face challenges side by side!



宏德博学 化育天工

