



上海對外經貿大學  
SHANGHAI UNIVERSITY OF INTERNATIONAL BUSINESS AND ECONOMICS

## Student Exchange Programme Fact Sheet

General Information	
Name of University	Shanghai University of International Business and Economics (SUIBE)
Address	NO.1900 Wenxiang Road, Songjiang District, Shanghai, China. (zip code: 201620)
University Website	<a href="https://eng.suibe.edu.cn/">https://eng.suibe.edu.cn/</a> (English Version) <a href="https://www.suibe.edu.cn/">https://www.suibe.edu.cn/</a> (Chinese Version)
Students Service Team & Information	
Contact Us	<p><b>Coordinator 1: Name:</b> Annie Liu      <b>Tel:</b> (021) 67703745 <b>Email:</b> liuxiang@suibe.edu.cn <b>Address:</b> Room 211B, De Zheng Building, SUIBE Songjiang Campus.</p> <p><b>Coordinator 2: Name:</b> Fiona Chen      <b>Tel:</b> (021)52067526 <b>Email:</b> chenmengfei@suibe.edu.cn <b>Address:</b> Room 216, Administration Building, SUIBE Gubei Campus.</p>
Student Exchange Programme	
Semester	<ul style="list-style-type: none"><li>● Fall Semester: September to January (including exam)</li><li>● Spring Semester: February to July (including exam)</li></ul>

<b>Language Requirements</b>	<p>Applicants are required to complete at least one academic year of study in the home institution and attain a minimum cumulative Grade Point Average of 2.8 (on a 4-point scale) or equivalent. Applicants are required to possess one of the following qualifications.</p> <ul style="list-style-type: none"> <li>● <b>For those who are not native English speakers but choose all-English course as an elective course</b>, they are required to possess one of the following qualifications: <ul style="list-style-type: none"> <li>✓ a minimum score of 90 (internet-based) or above in TOFEL;</li> <li>✓ a minimum score of 6.5 or above in IELTS.</li> </ul> <p>Proof of language capacity issued by your home university may be satisfied if the student has completed substantial university-level course work in English.</p> </li> <li>● <b>For those who are not Chinese speakers but choose all-Chinese course as an elective course</b>, they are required to possess HSK4 or above. <p>Proof of language capacity issued by your home university may be satisfied if the student has completed substantial university-level course work in Chinese.</p> </li> </ul>
<b>Application Method</b>	<p>SUIBE will only accept exchange students who have been nominated by partner institutions. Students are required to complete SUIBE application Form and submit relevant documents to SUIBE via partner institutions.</p> <p>* Individual applications would not be approved.</p>
<b>Nomination &amp; Application Deadline</b>	<p>Fall Semester – Early to late April (before 25<sup>th</sup>, Apr.)</p> <p>Spring Semester – Mid-October to late October (before 31<sup>st</sup>, Oct.)</p>
<b>Useful Information</b>	
<b>Course Registration</b>	<p>SUIBE would provide students the course list <b>in June for Fall Semester and in December for Spring Semester</b> after you received your Admission Letter.</p> <p>* Course arrangement will be adjusted if there are not enough applicants. Your course selection is subject to the latest course arrangement for the exchange semester.</p> <p>There is no specific course restriction but students are advised to check pre-requisite(s) of</p>

	individual subjects and to choose no more than 6 courses each semester. Whether the credit of your elective courses can be transferred or not is determined by your home institution.
<b>Accommodation</b>	<ul style="list-style-type: none"> <li>● In-campus: Dormitory in Song Jiang will be reserved for students on application and according to availability.  <b>【Address】</b> No. 600 Wenhui Road, Songjiang District (Dormitory Building No.62&amp;64, 15 minutes' walk to Songjiang Campus)  <b>【Room Facilities】</b> bed, wardrobe, desk, chair.  <b>【Public Facilities】</b> Reception room, bathroom, kitchen, coin-operated washer, washing room, canteen, supermarket.  <b>【Other Facilities】</b> internet and air-conditioner should be rented, electricity and shower are available with prepaid cards.</li> <li>● Off-campus: You can rent a house nearby the campus.</li> </ul>
<b>Estimated Living Cost</b>	<ul style="list-style-type: none"> <li>■ Accommodation: <ul style="list-style-type: none"> <li>● In-campus: double-bed room 2400 RMB/person.</li> <li>● Off-campus: rents range from 2,000 RMB to 4,000 RMB per month, depending on the choice of the room.</li> </ul> </li> <li>■ Meals: around 2500-3,000 RMB per month.</li> <li>■ Personal Expenses: it depends</li> </ul> <p>Actual expenses depend on your personal spending habit.</p>
<b>Health Insurance</b>	Before your arrival, you are required to provide a copy of an insurance covering your exchange study at SUIBE. The insurance must cover travel, personal accidents, medical expenses (accident and non-accident), hospitalization and emergency evacuation/repatriation.
<b>About Visa</b>	Normally, you need to apply for the student visa: X2 for one-semester exchange, or staying within 180 days; X1 for one-year exchange, or staying longer than 180 days. As for the procedures and materials to be submitted, regulations of the Chinese Embassy or Consulate

	<p>in your home country shall prevail.</p> <ul style="list-style-type: none"> <li>- Specific exchange time will be announced in your Admission Letter</li> <li>- Original or photocopy of the Admission Letter and other materials (if needed) will be sent to your home institution after you are nominated.</li> </ul>
<b>Orientation &amp; Other Activities</b>	All incoming exchange students are required to attend the Orientation which usually scheduled at the first week of registration, and other activities such as welcome reception, cultural activities to help you settle and enjoy the local cultures will be organized.
<b>Inbound Exchange Students Guidance</b>	
<b>About Study &amp; Life in China/Shanghai</b>	<p>Before your departure, please take a look at the website <b>Study in China/ Shanghai:</b> <a href="https://campuschina.org/index.html">https://campuschina.org/index.html</a> / <a href="http://study.edu.sh.gov.cn/en/">http://study.edu.sh.gov.cn/en/</a> to gain more ideas about living and studying in China.</p> <p>During your stay in China, you'll have to abide by the laws and regulations of China, the rules and regulations of SUIBE, and you are advised to observe Chinese customs.</p>

**Updated in Sep. 2024**