Beijing Institute of Technology

FACT SHEET

For Exchange Program Students

ACADEMIC CALENDAR

Fall Semester Early September — middle of January

Spring Semester Late February — late June

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

NOMINATION & APPLICATION

Eligibility

1. Must be enrolled students from partner institutions;
2. Undergraduate students must complete at least two semesters at their home institution, while graduate students are not subject to this requirement;
3. Must be non-Chinese citizens holding a valid foreign passport.

Nomination

Exchange coordinator of home university needs to download the nomination form (Attachment 1) and send it to BIT exchange admission officer by email after filling.

Nomination Deadline

Nomination deadline for fall semester: May 1st

Nomination deadline for spring semester: November 15th

Application Time

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

Application for spring semester: Oct.15th - Dec 1st of the previous year

Application & Supporting Documents

1. Please apply online by visiting http://apply.isc.bit.edu.cn, and upload materials below:

   (1) Photo page of passport (students are required to upload a passport with validity at least 6 months after the end of study at BIT);

   (2) Transcripts at home university (English/Chinese version with signature and/or seal by home university);

(3) Proof of language proficiency;

a) IELTS≥6.0 or TOEFL≥85 or equivalent qualification for attending English-taught programs (No requirement for native speakers)

b) HSK5 or above or equivalent qualification for attending Chinese-taught programs (Official test results required)

c) No HSK level is required for attending Intensive Chinese Language program. At a minimum, applicants must provide proof of language proficiency in either English or Chinese

d) English assessments conducted by universities are acceptable.

*However, please note that during our interview, we will still evaluate the student's English proficiency. If the interviewer believes that the student cannot communicate effectively in English, the student may still be rejected, as we need to ensure that they can successfully learn in an English-speaking environment.

(4) One letter of recommendation from home university lecturer or professor in relevant school;

(5) Statement of purpose clearly indicating duration and purpose of study, preferred technical work or experience, academic background, personality, hobbies, etc. with a minimum of 1000 words;

(6) ID photo with white background;

(7) Physical Examination Record for Foreigner (Download from https://isc.bit.edu.cn/docs/20171129065654650029.pdf);

(8) Supervisor Recommendation Form (Required for applicants to Research- or Thesis-Based Programs)

(9) Financial guarantee letter (only necessary when applicants get further notice from admission officer);

(10) Non-criminal record (only necessary when applicants get further notice from admission officer).

2. Students applying for undergraduate-level exchange programs should select "General Visiting Student" in the system, while those applying for graduate-level exchange programs should select "Senior Visiting Student." For the Intensive Chinese Language Program, students should also apply as "General Visiting Student." ***Please select your category carefully. Once selected, it cannot be changed after arrival at BIT.**

***Your selected course level does not necessarily have to match your current year of study. Please simply ensure that you choose the course level you wish to study.**

- **Undergraduate-level study** → Select **"General Visiting Student"**

- **Graduate-level study** → Select **"Senior Visiting Student"**
- **Intensive Chinese Language Program** → Select **"General Visiting Student"**

3. Students undertaking thesis work, research, or other non-course activities must find a supervisor and submit a supervisor recommendation form before admission. Please inform us in advance of any required documents (e.g., proof of study period or academic hours), as we cannot guarantee issuance of documents requested after admission.
4. Applicants will get the email notice about paying the application fee RMB 500 (non-refundable) online when the first review of application is passed.
5. Applicants may need to upload more supporting documents if they receive further notice.
6. The admission letter will be sent in electronic form to the student's email and their BIT account. The DQ form/JW202 form will be sent in a separate email to the student. According to the latest regulations, students no longer need hard-copy documents to apply for a visa.

* **Deferral Issue**: Exchange students who have already been admitted cannot apply for a deferral through the International Students Office. Students who wish to defer must

(1) reapply through students' home institution; the information on deferred students must be included in the nomination form and will count against the nomination quota for the respective semester

(2) submit a new application on the BIT website; detailed procedures are outlined in the previously provided instructions.

All relevant parties are required to strictly follow these regulations to ensure the smooth operation of the exchange student program.

PREPARATION BEFORE ARRIVAL

Visa application

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

Insurance

All students MUST purchase the Comprehensive Insurance at BIT.

Name of the insurance	Comprehensive Insurance for Foreign Students in China
Company	Unichina International Insurance brokers (Beijing) Co.,Ltd
Website	www.lxbx.net

Insurance Plan	Package 800-1800 for International Students
Premium	400-900 RMB for half year, 800-1800 RMB for one year

Accommodation

The dormitory location will be arranged based on the student's major, either at the Liangxiang Campus or the Zhongguancun Campus. Regarding the detailed information, please refer to the accommodation page.

Students do not need to book in advance on the website. After arriving at the school for registration, a teacher will arrange accommodations for them. Exchange students are allowed to choose either accommodation provided by the university or find an apartment outside on your own.

Estimated Costs

Application fee (online)	CNY 500
Health insurance	CNY 400-900 for half year, CNY 800-1800 for one year
Accommodation fee	Zhongguancun campus 4 people shared room: CNY900/month Liangxiang campus 4 people shared room: CNY500/month * **Payable once per semester upon registration**
Residence Permit (for X1 holder only)	CNY 400

For Self-Funded Students

Tuition Fee	1. General Visiting Students (Undergraduate Level) * English-taught programs: 30,000 RMB / academic year; 15,000 RMB / semester 2. Senior Visiting Students (Master's & Ph.D. Levels) * Master's: English-taught: 36,000 RMB / academic year; 18,000 RMB / semester * MBA: 49,000 RMB / academic year; 24,500 RMB / semester * Ph.D. programs: 44,400 RMB / academic year; 22,200 RMB / semester 3. Intensive Chinese Language Students * 20,000 RMB / academic year; 10,000 RMB / semester
Charging Policy	Tuition fees are charged according to the level of the program for which the student enrolls.

UPON ARRIVAL

Courses Available

1. English-taught programs for exchange in undergraduate study (Attachment 2)
2. English-taught programs for exchange in graduate study (Attachment 3)
3. Intensive Chinese Language (Attachment 4, 5)

Reminder:

For **major programs**:

1. The course schedule will be sent to students by email right before the start of each semester. Please note that the course information provided herein may be subject to change before course registration.
2. Some courses may have limited enrollment.
3. Courses in the MBA program are only limited to graduate students with MBA background.
4. Exchange students could only choose courses within the relevant school.
5. Chinese language course (4 credits) for beginners will be offered to exchange students choosing major study each semester. Students are free to register if there is no time conflict with other courses.
6. General Visiting Students can only take undergraduate-level courses, while Senior Visiting Students can only take graduate-level courses.

For **Intensive Chinese Language Programs**:

1. This is a standalone program worth 20 credits. If you choose this program, you will not be able to select any major programs.
2. Undergraduate, master's, and doctoral students can all choose this program.

   * Feel free to consult the admission officer if you need any details about the courses.

Learning Agreement:

Each university requires students to complete a Learning Agreement to confirm their intended course selections. Please note that due to limitations in **course capacity and availability**, the final course enrollment will be subject to actual circumstances. Accordingly, we **cannot guarantee** that students will be able to enroll in all their preferred courses.

Transcripts

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

Exchange period	Transcripts will be sent in

Fall semester	March or April
Spring semester	September or October

Registration

Students must arrive at BIT by the registration deadline. Late arrivals will not be accepted, regardless of the reason.

NOTICE

For detailed information, please visit our StudyinBIT website: http://isc.bit.edu.cn;

International Exchange Students Website:

https://isc.bit.edu.cn/admissionsaid/essap/internationalexchange/index.htm

ATTACHMENTS

Attachment 1: 2027 Nomination for BIT

Attachment 2: For Undergraduates_BIT English-taught Program

Attachment 3: For Graduates_BIT English-taught Program

Attachment 4: (4 credits) BIT Intensive Chinese Language courses for Exchange Major Program

Attachment 5: (20 credits) BIT Intensive Chinese Language Program for Exchange Students

ADMISSION OFFICER

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Office of International Students

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