This program is offered by International Academic Programs (IAP) at the University of Wisconsin-Madison in partnership with Tsinghua University. Throughout the course of your study abroad experience you will be communicating with both IAP and Tsinghua University staff. It is essential that you pay close attention to all information provided to you from both institutions. This IAP Program Handbook supplements handbook(s) or materials you receive from Tsinghua University as well as the IAP Study Abroad Handbook and provides you with the most up-to-date information and advice available at the time of printing. Changes may occur before your departure or while you are abroad.

Questions about your program abroad (housing options, facilities abroad, etc.) as well as questions relating to your relationship with your Host University or academics (e.g. course credit and equivalents, registration deadlines, etc.) should be directed to IAP at UW-Madison.

This program handbook contains the following information:

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Contact Information

ON-SITE PROGRAM INFORMATION
Your primary contact will be:

Qi Li (Crystal)
Division of Global Mobility
Office of International Cooperation and Exchange
Tsinghua University
18 Yamazato-cho, Showa-ku
Beijing, 466-8673
China
+86-10-62782751
+86-10-62781134 fax
qil@tsinghua.edu.cn

UW-MADISON INFORMATION
International Academic Programs (IAP)
University of Wisconsin-Madison
250 Bascom Hall, 500 Lincoln Drive
Madison, WI 53706
(608) 265 6329
(608) 262 6998 fax
www.studyabroad.wisc.edu

<table>
<thead>
<tr>
<th>For Program Advising &amp; Grades:</th>
<th>For Financial Matters:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erin Polnaszek</td>
<td>Judy Humphrey</td>
</tr>
<tr>
<td>IAP Study Abroad Advisor</td>
<td>IAP Financial Specialist</td>
</tr>
<tr>
<td>(608) 262 1446</td>
<td>(608) 262 6785</td>
</tr>
<tr>
<td><a href="mailto:eepolnaszek@bascom.wisc.edu">eepolnaszek@bascom.wisc.edu</a></td>
<td><a href="mailto:jhumphrey@bascom.wisc.edu">jhumphrey@bascom.wisc.edu</a></td>
</tr>
</tbody>
</table>

EMERGENCY CONTACT INFORMATION
In case of an emergency, call the main IAP number (608) 265 6329 between 8:00 a.m. and 4:30 p.m.
Monday to Friday; after-hours or on weekends call the IAP staff on call at (608) 516 9440.

U.S. EMBASSY REGISTRATION
All program participants who are U.S. citizens must register at the U.S. Embassy before departure as this will help in case of a lost passport or other mishap. You can register on-line at https://travelregistration.state.gov. If you are not a U.S. citizen, register at your home country’s embassy or consulate.

United States Embassy
3 Xiu Shui Bei Jie
Chaoyang District
Beijing 100600
Program Dates

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Spring Semester 2010</td>
<td></td>
</tr>
<tr>
<td>Spring Registration</td>
<td>February 26 – 28, 2010</td>
</tr>
<tr>
<td>Classes begin</td>
<td>March 1</td>
</tr>
<tr>
<td>Holiday – Qingming Festival</td>
<td>April 3 – 5</td>
</tr>
<tr>
<td>Mid-term Exams</td>
<td>April 19 – 23</td>
</tr>
<tr>
<td>99th Anniversary of Tsinghua</td>
<td>April 24-25</td>
</tr>
<tr>
<td>Holiday – International Labor Day</td>
<td>April 30 – May 4</td>
</tr>
<tr>
<td>Holiday – Dragon Boat Festival</td>
<td>June 16</td>
</tr>
<tr>
<td>Final Exams</td>
<td>June 21 – June 30, 2010</td>
</tr>
</tbody>
</table>

Preparation Before Leaving

IMMIGRATION DOCUMENTS

**Passport:** A passport is needed to travel to China and to obtain your visa. Apply immediately for a passport if you do not already have one. Passport information and application forms can be found on the U.S. State Department website [http://travel.state.gov/passport/](http://travel.state.gov/passport/). If you already have your passport, make sure it will be valid for at least 6 months beyond the length of your stay abroad.

**Visa:** All students must obtain a student visa in the United States prior to departure. You should not enter China without the student visa. Once abroad, it is impossible to obtain the necessary student visa without leaving China (at your own expense). Students studying for 1 semester need to apply for the Business (F) visa which will allow them to stay in China for up to 90 days. Students studying for 1 year at Tsinghua need to apply for the Student (X) visa which is for stays over 90 days.

Tsinghua University will send a JW 202 form back with your official acceptance letter. Both of these forms will be needed in order to apply for your Chinese visa. It is possible to work with the International Academic Programs Office to submit your visa application to China Travel Services in Chicago who can process the visa application for the student. The cost for the visa and the visa processing service is $160 ($130 for the visa application and $30 for the visa processing service). Students can opt to submit their visa on their own by going in person to the Chinese Consulate in Chicago.

**Handling Money Abroad:** The Chinese currency is the Renminbi (RMB) or the Chinese Yuan (CNY). As of 7/21/2009, the current exchange rate was $1.00 US dollar equals 6.855 Chinese Yuan. Since exchange of Chinese RMB is fairly limited, you may not be able to get the currency out of China. Tsinghua suggests that you change some money into RMB cash on your arrival at the airport to help you cover costs for the first few days.

Many bank outlets in Beijing provide foreign currency exchange service. You can change your money into RMB conveniently.
Common banks cards can usually be used on ATMs in China. The most widely acceptable ones are VISA and MasterCard. Some others, such as American Express, Diners, Discovery, etc., are not as commonly available.

**Electronics**: Electricity mains supply voltage is 220 Volts/frequency of 50 Hz AC.

## Travel and Arrival

Students must make their own travel arrangements. It is suggested that every student arrive on the days of registration indicated on the Admission Notice. It is not recommended that students arrive early or late because there might not be housing available until the specific date given for arrival.

Students will fly into the Beijing Capital International Airport (PEK). Once at the airport, students can take a taxi to the Northeast Gate of Tsinghua University. Usually the cost of the taxi is about RMB 120 Yuan. It may cost more pending the traffic. If you do not speak Chinese you will want to print out the address description given to you in your Guide for Overseas Students. You can also take the subway or bus to get to campus if you prefer. The Guide of Overseas Students provides information on how to get from the airport to campus using these methods of transportation.

**Housing**

Students will live on-campus in the Zijing Apartments of Tsinghua University, which provides rooms for foreign students to live in. More information, including a few pictures can be found online at this site [http://intlstudent.cic.tsinghua.edu.cn/EN/accommodation/accommodation.html](http://intlstudent.cic.tsinghua.edu.cn/EN/accommodation/accommodation.html).

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## The Academic Program

### GENERAL INFORMATION

The Foreign student Affairs Office (FSAO), conducts administration and provides services to the international student of Tsinghua University. The administrative affairs of FSAO include consultation, admissions, registration, academics, visa and residence permit applications, etc. FSAO serves the students with campus accommodations, extra-curricular activities, accidental and emergency issues, etc.

**Foreign Student Affairs Office**: [http://intlstudent.cic.tsinghua.edu.cn/EN/index.html](http://intlstudent.cic.tsinghua.edu.cn/EN/index.html)

**Tsinghua University**

Tsinghua University is one of the most famous universities in China. Located in the northwestern suburbs of Beijing—the capital city of China, Tsinghua University was built on the site of "Tsinghua Yuan"—a former royal garden of Qing Dynasty. When the university was established in 1911, it had the name of "Tsinghua School". In 1928, the School became the National Tsinghua University. From then on, it has developed into a comprehensive, research-intensive university, covering sciences, engineering, humanities, law, medicine, economics, management and art. The academic development of Tsinghua is characterized by the integration and interaction of the following styles: the rigorous, scientific approach in engineering, seeking evidence and truth in science, the rich and profound spirit of humanities accumulated over years, the romance and variety of arts. Tsinghua University offers a wide selection of courses taught in English in business, engineering and the sciences.
ORIENTATION
Once abroad all students participate in an orientation program. Orientation includes general information sessions, visits to local historical sites, and information on living arrangements, academic affairs, banking, transportation, medical care, health and safety issues, and social activities. It also includes a language placement exam, if necessary. Participation in all orientation sessions is mandatory.

COURSE INFORMATION
Students may select courses from the list of courses taught in English found online at http://intlstudent.cic.tsinghua.edu.cn/EN/programs/courses.html.

Chinese Language Program:
Upon arrival students will take a placement exam to determine the appropriate class level with their Chinese proficiencies. The curriculum of the program includes: Speaking, Listening Skills, Comprehensive Chinese, Extensive Reading, Intensive Reading, Newspaper Reading, Grammar, Classical Chinese, Chinese Culture, Chinese Affairs, and Writing. The program is made up of approximately 20 class hours per week.

The program also offers elective courses including Chinese History, Business Chinese, Introduction to Chinese Characters, Mandarin Pronunciation, Chinese Film, Chinese Calligraphy, Chinese Fashion Terms, Chinese Songs, Chinese Paintings, Taiji, Chinese Martial Arts, Chinese Er-hu, and more. Each elective course is typically 30 class hours per term.

Registration: Students register for classes on-site with the assistance of on-site staff. Students must maintain full-time status by enrolling in a minimum of 12 credits per semester.

Equivalents and Course Equivalent Request Form (CERF): Each course you take abroad must be assigned a UW-Madison “equivalent” course in order for your grades and credits to be recorded on your UW-Madison transcript. In order to establish UW-Madison course equivalents for your study abroad courses, you will submit a Course Equivalent Request Form (CERF). Information on the UW course equivalent process is available in the IAP Study Abroad Handbook.

CREDITS
Conversions: Most credits at Tsinghua are equivalent to UW-Madison; so three credits at Tsinghua will be equivalent to 3 credits at UW-Madison. There may be exceptions depending on the department in which the course is taken. In general, one class hour per week for a 15 week semester equals approximately one credit.

Limits and Load: Students are required to enroll in a minimum of (12 UW-Madison credits) each semester.

GRADES AND GRADE CONVERSIONS
It is not possible to receive an "Incomplete" for course work abroad. Failure to complete a course will result in an "F" grade. Tsinghua will report grades to UW Madison. The grade conversion scale for this program is as follows:
LIVING ABROAD

China: China is an ancient country having a profound history. Originated in the eastern area of the Yellow River Region, China's civilization is over 5,000 years old and was considered one of four ancient civilizations of the world, along with the civilizations of the ancient Babylon, the ancient Egypt and the ancient India. The first dynasty of Chinese history started from the Xia Dynasty (2070BC-1600BC) and the last one was the Qing Dynasty (1644-1912), while the most glorious period were the Qin (221BC-206BC), Han (206BC-220), Tang (618-907) and Ming (1368-1644) dynasties. During thousands of years of feudal ruling, Chinese people have created brilliant science and art culture, like the Four Great Inventions, the poetry, paintings and Chinese calligraphy. Also, a great amount of cultural relics such as the Great Wall and the Terra Cotta Warriors left by Chinese ancestors have become the treasures of the nation and the wonder of the world.

Founded in 1949 by the Communist Party of China, the People's Republic of China (PRC) is a unified multi-ethnic country. 56 nationalities are now living in 34 direct administrative regions including 23 provinces, five autonomous regions, four directly-governed city regions—Beijing, Shanghai, Tianjin and Chongqing and two special administrative regions (SAR)—Hong Kong and Macau. The 55 ethnic minorities mainly live in Chongqing, Gansu, Guangxi, Guizhou, Hainan, Heilongjiang, Hubei, Hunan, Inner Mongolia, Jilin, Liaoning, Ningxia, Qinghai, Sichuan, Tibet, Xinjiang and Yunnan. China is also the most populous country in the world. Being over 1.3 billion (in the end of 2007), China's population is about 22 percent of the world population. The most populous part of China is the eastern coastal areas. Almost 94 percent of Chinese people live in the Southeast China which covers 43 percent of China's land area; while the other six percent people live in the northwestern areas which cover 57 percent of China's territory.

Thanks to the Reform and Opening-Up Policy, China has become stronger and stronger in economy, science and technology. Currently, China's economy has been growing rapidly, with the GDP dramatically increasing year by year. The GDP growth rate of the first half year of 2008 has reached 10.3. In 2005 and 2008, China successfully launched the Shenzhou-6 and Shenzhou-7 manned spacecraft and the unmanned spacecraft, Shenzhou-8 will be launched in 2011. In August, 2008, the XXIX Olympiad was successfully held in China's capital Beijing. Most Chinese people are now living a well-to-do life and enjoy their happiness in this stable and harmonious society.

Beijing: Beijing, China's capital, has served as China's leading center for learning and culture for more than 700 years. It is the political and administrative center of the country and a communications and transportation hub. With a population of 12.5 million and growing, it is the second largest city in China after Shanghai. At its core is the Forbidden City with the Imperial Palace and throne room of China's emperors. Surrounding the city center is a mixture of traditional neighborhoods, modern industrial quarters, and suburbs of high-rise office buildings, apartments, and luxury hotels. In anticipation of its
new role as an international conference and meeting site, Beijing is in a frenzy of refurbishing historical monuments, razing swathes of buildings to make way for the redesign of city thoroughfares, and construction of vast new facilities to accommodate both foreign visitors and the needs of its expanding economy.

For more information about Beijing, please visit the following sites:
Beijing at first site: [http://www.ebeijing.gov.cn/eMagazine/FirstSight/online.htm](http://www.ebeijing.gov.cn/eMagazine/FirstSight/online.htm)
eBeijing Journal, 2008 Summer Edition:  
Beijing, Now and Then: [http://www.ebeijing.gov.cn/feature_2/BJNowThen/default.htm](http://www.ebeijing.gov.cn/feature_2/BJNowThen/default.htm)

**Housing:** The Zijing Apartments of Tsinghua University provide rooms for foreign students to live on-campus. The front desk is staffed 24 hours a day by a person experienced in working with foreign students. If this is your first time to Beijing, it is recommended that you live in the on-campus dorms. Zijing Apartment District is the same place where Chinese students live, but in different buildings. The living facilities, such as cafeterias, banks, post office, super market, etc. are all located close to the apartment building. The FSAO office is also located here. Students can choose from three types of rooms, all of which include air conditioning, a telephone, a television and internet access. Students are responsible for their own meals and can use cooking facilities in the residences or purchase food from a number of restaurants on campus.

**Student Life:** International students are encouraged to participate in various extracurricular activities and join the student associations of the University. The Foreign Student Affairs Office (FSAO) also organizes extracurricular activities for international students, including welcome party for new students, New Year's party, graduation party, visits to Chinese cultural and historical destinations, sports competitions, etc. Tsinghua University has more than 100 student associations covering five domains: science and technology, physical training, humanities, arts and public welfare. To name a few: the Students’ Performing Arts Club, Zijing Volunteer Service, Students Association of Science & Technology, Photography Association, Foreign Languages Association, Association of Student International Communication (ASIC), Association of International Cultural Exchange (AICE), etc. For a list of student associations at Tsinghua, visit this site:  
[http://www.tsinghua.edu.cn/eng/board1/boardlist.jsp?boadid=42&bid2=4201&pageno=1](http://www.tsinghua.edu.cn/eng/board1/boardlist.jsp?boadid=42&bid2=4201&pageno=1)

**Transportation:** Tsinghua University has a campus of almost 400 hectares. It’s about 2.2 kilometers from the south to the north and 1.8 kilometers from the west to the east. Riding bicycles and walking are the most common style of traffic on campus. If you often travel around the campus, or go off campus in the nearby area, you may want to consider purchasing a bicycle.

The public transportation system in Beijing consists of the subway system, buses and taxis. The use of these modes of transportation will be discussed at orientation upon arrival in Beijing.

**Health:** The University Hospital, located to the north of Jin Chun Garden, provides basic medical care to students of Tsinghua University.

**Communication**
When making calls, keep in mind time zone differences ([www.timeanddate.com/worldclock](http://www.timeanddate.com/worldclock)). To make an international call to the United States, dial the access code for the country from which you are calling plus the United States country code (always “1”) followed by the appropriate U.S. area code and local number. To call internationally from the United States, dial “011”, the country code, city access code (if
necessary) and the phone number. Country and city codes can be found online (www.timeanddate.com/worldclock/dialing.html). Some of above steps can vary if you are using a calling card.

ADDITIONAL RELEVANT INFORMATION/WEBSITES OF INTEREST

U.S. State Department Students Abroad site:
http://www.studentsabroad.state.gov/

UW-Madison International Academic Programs
http://www.studyabroad.wisc.edu

U.S. State Department:
http://travel.state.gov

U.S. State Department Students Abroad site:
http://www.studentsabroad.state.gov/

Center for Disease Control
http://www.cdc.gov/travel/

Current exchange rates
http://www.oanda.com

Lonely Planet
http://www.lonelyplanet.com