Foreword

Hello! Welcome to Tongji University!
We wrote this guide book for you to help you with your life on campus and even in Shanghai. It contains some useful information that you may need in your study and daily life. Hope it can really do some help and wish you enjoy your life here!

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First Arrived in Shanghai

Overview of Shanghai  ➤  6
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Overview of Shanghai

Shanghai, once a humble fishing village, is now the economic, financial, trade and shipping center of China. It is a modest and inclusive city with both traditional cultural deposits and modern fashion. In Shanghai, you can find the mixture of tradition and modernity, the fusion of western and eastern culture and the coexistence of prosperity and serenity.

a) Communication

1. Country code: +86
2. Area code: 021
3. Cellular operator: China Mobile(中国移动), China Unicom(中国联通), China Telecom(中国电信)

b) Emergency

1. Fire: 119
2. Ambulance: 120
3. Police: 110

c) Life

1. Currency: RMB Monetary unit: RMB(元/¥)
2. Electricity: 220V 50Hz. The socket is the flat one with three or two feet. You can use socket adapter.
3. Some useful websites:
   Shanghai Exit-Entry Administration Bureau: [http://crj.police.sh.cn/](http://crj.police.sh.cn/) (Only in Chinese)

Overview of Tongji University

The history of Tongji University can be traced back to 1907 when Tongji German Medical School was founded by Erich Paulun, a German doctor in Shanghai. It was formally established as a university in 1923 and was renamed as National Tongji University in 1927, becoming one of the earliest seven national universities of China.

Now, Tongji University is one of the leading universities in China, listed on the ‘Project 985’ and ‘Project 211’. To benefit mankind and the whole world with one heart is the common idea and goal for all Tongji members.

a) Basic information
1. Address: 1239 Siping Road, Shanghai, P.R. China
2. Tel: +86-21-65982200
3. Zip code: 200092

b) Websites:
Tongji University: http://www.tongji.edu.cn/
Tongji University International Students Office: http://study.tongji.edu.cn/
Tongji University Management Information System (同济大学教务管理信息系统): http://xuanke.tongji.edu.cn/
Tongji University Educational Administration System (同济大学本研教务一体化系统): http://4m3.tongji.edu.cn/eams/login.action
Tongji University Library: http://www.lib.tongji.edu.cn/site/tongji/index.html

Legal Residence

a) Applying for Entry Visa
1. Place: Chinese Embassy or Consulate in your home country
2. Material: admission letter of Tongji University, JW201 or JW202 form, medical report and other related documents
3. Visa type: X1 (long term) or X2 (short term)
4. Notice:
   1) After applying for entry visa, you must get back the admission letter, JW201 or JW202 form and other related documents from the Chinese Embassy or Consulate. Visa-free entry is not allowed.
   2) For more details: http://cs.mfa.gov.cn/wgrlh/lhqz/lhqzjjs/

b) Accommodation Registration

International students should apply for the Registration Form of Temporary Residence within 24 hours after entering China.

- International students who live off campus:
  1. Get a Record of Living off Campus for Tongji International Students (同济大学外国留学生校外住宿登记表) from the International Student Office
  2. Register at the local police stations with this record, passport and house-leasing contract and get Registration Form of Temporary Residence (off campus).

- International students who live on campus:
  1. Those who live on Siping Campus or Zhangwu Campus: get the Registration Form of Temporary Residence (on campus) at the reception of No.1 international students’ dormitory building.
2. Those who live on Jiading Campus: get the *Registration Form of Temporary Residence (on campus)* at the receptions of international students’ dormitory buildings.
C) Residence Permit (For students with X1 visa)

International students with X1 visas are required to get the residence permit within 30 days of their entry.

- **Address**
  Shanghai Exit-Entry Administration Bureau or Exit-Entry Administration Bureau of different districts
  * Exit-Entry Administration Bureau of Yangpu District: 605 Songhu Road, Yangpu District, Shanghai (上海市杨浦区淞沪路605号)
  For addresses of other offices: [http://crj.police.sh.cn/crjjgdzsj_ylb.jsp](http://crj.police.sh.cn/crjjgdzsj_ylb.jsp)
  Office hour: Mon-Sat (except national holiday) 9:00-11:30; 13:30-16:30
  Tel: 86-21-28951900

- **Materials for first application of Residence Permit:**
  1. Your passport (original and copy)
  2. Admission letter of Tongji University (original and copy)
  3. JW202 or JW201 form (the yellow sheet (the 3\textsuperscript{rd} one) and the white sheet (the 1\textsuperscript{st} one)) (original and copy)
  4. Certification of Verification (For physical examination record for foreigner or overseas Chinese) (See below for more information)
  5. Foreign Student Registration Application (《外国籍学生办证申请函》) (From the International Students Office of Tongji University) (See below for more information)
  6. Registration Form of Temporary Residence (on/off campus)
  7. Passport photo (1 photo)

- **Materials for residence permit extension:**
  1. Your passport
2. Foreign Student Registration Application (《外国籍学生办证申请函》) (From the International Students Office of Tongji University) (See below for more information)

   ![Picture attached]

3. Registration Form of Temporary Residence (on/off campus)
4. Passport photo (1 photo)

   - How to get Foreign Student Registration Application (《外国籍学生办证申请函》)
   1. Address: Room 705 Multi-function Building, Tongji University (同济大学综合楼 705 室)
   2. Materials:
   1) Your passport
   2) Admission letter
   3) Registration Form of Temporary Residence (on/off campus)
   4) The invoice of your tuition and insurance fee (From the financial department of Tongji University) (Except scholarship students) ![Picture attached]

3. Notice:
Foreign Student Registration Application (《外国籍学生办证申请函》) is just a certificate from Tongji University, **not the visa or residence permit.** Students should go to Shanghai Exit-Entry Administration Bureau or Exit-Entry Administration Bureau of different districts to get the residence permit with this application and other materials.

- How to get Certification of Verification (For physical examination record for foreigner or overseas Chinese) ![Picture attached]

All the students must have their physical examination or have their previously attached
completed physical examination (completed in your home country) authenticated at the Shanghai International Travel Health Center.

1. Specified place:
   Shanghai international travel healthcare center (上海市国际旅行卫生保健中心)
   Address: 15 Jinbang road, Shanghai (金浜路15号)
   Tel: 86-21-62688851
   Website for online reservation: http://www.sithc.com

2. Process of Physical examination reservation:

   ![Diagram showing the process of physical examination reservation]

3. Material:
   1) Your passport (original and copy)
   2) Admission letter (original and copy)
   3) Passport photo (4 photos)
   4) All original physical examination certificates and results from your home country and Physical Examination Record for Foreigner.

4. Fee and time for getting the certification:
   Fee: About 500 RMB per person (All the students should pay for their own examination, including scholarship students)
   Time: Usually 2 weeks after the physical examination (still subject to the information of healthcare center)

5. Notice:
   A report from a private hospital in your country is not acceptable.
   A report from a public hospital in your country is available (need to be sealed)
Validity period of Residence Permit
1. Government-supported students: no longer than 2 years
2. Self-supported students: the same as the period of tuition you have paid
3. Exchange students: the same as the period of insurance you have paid
4. Validity period of Residence Permit cannot exceed your passport validity and the period of your study. Usually the fall semester ends on Jan.31st and spring semester ends on Jul.31st.

Fee and time limit
1. Fee:
   validity period: in 1 year (excluding 1 year): ¥400
   validity period: 1-2 years: ¥800
2. Time limit: 7-10 workdays
3. Notice:
   1) Still subject to the information of Exit-Entry Administration Bureau
      (For more official information: http://crj.police.sh.cn/default.jsp)
   2) Fee of applying for residence permit, visa and any other relevant materials need to be paid by students. (including government-supported and self-supported students)

Residence permit changes
1. Changes in address (off campus):
When it changes, you should go to International Students Office of Tongji University to get Record of Living off Campus for Tongji International Students. Then go to the local police station to register in 24 hours.

2. Changes in some important information such as your name, purpose of residence (including dropping out, leaving school in advance, etc.), passport number, accompanying person, school, etc.:
   When one of these changes, you should go to International Students Office of Tongji University to get Foreign Student Registration Application. Then go to Exit-Entry Administration Bureau to apply for the changes in 10 days.

**d) Reapplication of the passport or residence permit**

1. Process
   1) Go to Shanghai Exit-Entry Administration Bureau with your identification (such as copy of your passport, enrollment certificate, etc.) to get the report of the loss.
   2) Go to Chinese Embassy or Consulate of your home country to get your new passport
   3) Go to International Students Office of Tongji University to get Foreign Student Registration Application with your new passport
   4) Go to Shanghai Exit-Entry Administration Bureau or Exit-Entry Administration Bureau of different districts to get your new residence permit or visa, etc.

**e) Temporary accommodation**

If you do not get your dormitory well-prepared, you can book a room in a hotel near Tongji as your temporary accommodation. Here are some hotels near Tongji:

### Ganxun Guesthouse
- **Add:** on campus (near the south gate)
- **Tel:** 65980858-1000
- **Online reservation:** [www.hotel021.com/gh/543222](http://www.hotel021.com/gh/543222)
- **Price:** from ¥258

### Jitai Hotel
- **Add:** 1088 Siping Rd.
- **Tel:** 65977779
- **Price:** from ¥237

### Jinjiang Inn
- **Add:** 1251 Siping Rd. 杨浦区四平路 1251 号
- **Tel:** 65979188
- **Price:** from ¥265

### Jinjiang Metropolo Hotel
- **Add:** 1251 Siping Rd. 杨浦区四平路 1251 号
- **Tel:** 65986888
- **Price:** from ¥376

### Kingswell Hotel Tongji
- **Add:** 50 Zhangwu Rd.
- **Tel:** 33626888
- **Price:** from ¥748

### Tongji Guesthouse
- **Add:** 69 Zhangwu Rd. 杨浦区彰武路 69 号
- **Tel:** 65016969; 400-622-3066
- **Price:** from ¥178

### Jinjiang Inn (同济大学店)
- **Add:** 1251 Siping Rd. 杨浦区四平路 1251 号
- **Tel:** 65979188
- **Price:** from ¥265
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**Student ID Card**

**a) Student ID card**

1. **Scope of application:**
   - Identification: library, dormitory, etc.
   - Payment: canteen, gym, computer room and supermarket on campus

2. **Password**
   - Type
   
   - Consumption password: the one you type in when you spend more than the limited amount (usually 30 RMB) in one day
   
   - Inquiry password: the one for balance inquiry online or on the recharge machine

   - Original password: 111111

   *Please change your password as soon as possible!

   - Change your password
   
   Place: Recharge machines in canteens or Computer Center (信息馆)

3. **Limited amount**
   - Original limited amount: usually 30 RMB

4. **Change the limited amount:**
   
   Place: Recharge machines in canteens or Computer Center (信息馆)

5. **Recharge**

   **By using recharge machine**

   - Find the machine, then choose “转账及查询” (transfer and inquiry) and “银行卡校园卡转账” (transfer the money in bank card to student card)
   
   - Swipe your bank card
     (Only ABC card is available)
   
   - Put your student card in the machine
   
   - Input the amount of money you want to put in your student card
     (no more than 500 RMB)
   
   - Input the password of your bank card and the consumption password of your student card

   **Online**

   - Download the application:
     AliPay (支付宝) on your cell phone and register
   
   - Bind your bank card to Alipay
   
   - Choose “校园生活” (campus life).
   
   Then choose “校园一卡通” (student card).
   
   - Choose “同济大学” (Tongji University)
   
   - Input your student number, the amount and consumption password
   
   - If you recharge your card online, you need to go to canteens or natatorium to activate it

   **In cash (RMB)**

   - Place: the 2nd floor of Xiyuan Dining Hall (西苑饮食广场2楼)
   
   - Time: Mon. - Fri. 10:00-14:00
   
   - Fill in the recharge form
   
   - Go to the counter with your recharge form, student card and cash
6. **Report loss**

**By telephone**
- 65976561, 65976562
- (It is round-the-clock voice call)

**By recharge machine**
- Place: Recharge machines in canteens or the one that is beside the vending machines on wood floor (near College Students Center)

**Go to the counter**
- Place: Computer Center (信息馆)
- Your valid documentation is needed.

**Online**
- Website: http://yikatong.tongji.edu.cn
- Process: 1) Log in with your student number and inquiry password  2) Choose “挂失” (report the loss)  3) Input inquiry number and click “挂失”

7. **Cancel your report of loss**
   Place: Computer Center (信息馆)
   （Counter services only. Your valid documentation is needed.）

8. **Card reissue**
   - Go to the counter
   Place: Computer Center (信息馆)
   （Your valid documentation is needed. The remaining balance will be transferred to the new card. You need to pay ¥20 for the new card.）
   - Self-service
   Place: self-service machines in Computer Center (信息馆内的自助补卡器)
   （Your valid documentation is needed and your remaining balance is more than ¥20）

* Office hour of Computer Center: Mon.- Fri. 8:00-11:00, 13:30-17:00
a) **Academic Information**

1. **Tuition:**
   - **Payment:**
     Process: get the notice from *International students Office* and then go to North Administration Building to pay your tuition.
     Place: Room 212, North Administration Building (行政北楼 212 室) (next to Multi-function Building)
     Office hour: 8:00-11:15 a.m. or 1:30-4:00 p.m. (Exclusion: Tuesday afternoon)
     Notice: For new international students, the tuition has to be paid in the first 2 weeks of the semester. If your payment is delayed, 5% of your tuition will be charged in addition and you cannot choose lessons and get credits.
   - **Prolong the semester and tuition payment**
     1) Self-support master or doctoral students need to pay half of the tuition of an academic year for prolonging more than one semester.
     2) In the prolonged semester, master students who get Chinese Government Scholarship or Shanghai Government Scholarship won’t get scholarship any longer and need to pay tuition or other relative fees as self-support students.
     3) Doctoral students who get Chinese Government Scholarship or Shanghai Government Scholarship can apply for a prolonged scholarship before 15 April every year. It will not be accepted if overdue.
     4) If permitted, one can continue his study with scholarship; otherwise one can continue his study as a self-support student.

2. **Ask for leave**
   - Sick leave: A sick-leave certificate from your doctor is required.
   - Personal leave less than 2 days: You should ask a leave from your homeroom teacher, inform the academic section of your college and get its permission.
   - Personal leave more than 3 days (including 3 days): A personal-leave certificate is required. Meanwhile, you should inform the academic section of your college and the International Student Office to get their permissions.
     (Usually a personal leave shouldn’t be longer than 2 weeks.)

3. **Course selection**
   - **Method:**
     Open the Page: [http://4m3.tongji.edu.cn](http://4m3.tongji.edu.cn) and use your student number as ID to log in. Click the button "个人选课" (Course selection) to enter the course selection platform within the specified time. When completed, you can check your class schedule on “我的课表” (My class schedule)
(To ensure the operation of the course selection system, you had better use Firefox or Chrome on computer or UC browser on smartphone.)

- **Notice:**

1) **International students** can have the following courses exempted: 《英语》 (English)、《思想道德修养与法律基础》 (Ideological and Moral Cultivation and Legal Basis)、《中国近代史纲要》 (Outline of Chinese Modern History)、《军事理论》 (Military Theory)、《军训》 (Military Training)

**International students** (Except those who study philosophy, international politics and economics) can also have the following courses exempted: 《毛泽东思想和中国特色社会主义理论体系》 (Introduction to Maoism and Theoretical System of Socialism with Chinese Characteristics)、《马克思主义基本原理》 (Basic Principles of Marxism)

2) **Overseas Chinese and students from Hong Kong, Macau and Taiwan** can have the following courses exempted: 《思想道德修养与法律基础》 (Ideological and Moral Cultivation and Legal Basis)、《军事理论》 (Military Theory) 和《军训》 (Military Training)

**Students** (Except those who study philosophy, international politics and economics) can also have the following courses exempted: 《毛泽东思想和中国特色社会主义理论体系》 (Introduction to Maoism and Theoretical System of Socialism with Chinese Characteristics)、《马克思主义基本原理》 (Basic Principles of Marxism)

4. credit
Different kinds of international students must obtain specific credits (according to your training plan) to finally get relevant certificates.

- **Query:**
  choose “学生” (Student), “成绩查询” (Score inquiry), “学分统计” (Credits statistics)
  Then you can see “总学分” (Total credits), “必修课” (Credits of compulsory courses), etc.

5. **GPA**
   The grade of your course and GPA can be inquired on the website: xuanke.tongji.edu.cn
   - **calculation**
     1) Grade point of course = credit * grade point
     2) GPA = Sum of grade point of course / Sum of credit
     (For example, on this page, you can see your grade point of course and GPA of different semesters.)

6. **Scholarship**
   International students can apply for different types of scholarships, including
Shanghai Government Scholarship and Confucius Institute Scholarship, etc.
You can get more information on the website of International Student Office: [http://study.tongji.edu.cn/](http://study.tongji.edu.cn/)
Please pay attention to application requirements and deadline, etc.

7. Internship

Full-time international students in Tongji who do off-campus internships should observe Internship regulation for International students of Tongji University
For more information: [http://study.tongji.edu.cn/](http://study.tongji.edu.cn/)

**Internship regulation for International students of Tongji University**

1. International students can do internships outside school according to the regulation and educational plan. A part internship is not permitted (except subsidy for transportation and means).
2. International students who apply to do internship should meet below requests:
   1. Must be registered full-time students studying at Tongji University.
   2. Must attain a residence permit (study type) issued by Shanghai exit and entry administration bureau including remark of internship information.
   3. More than two internships at the same time for one international student are not permitted.
   4. The internship should meet requirements of the teaching plan and be relevant to the major of international students.
   5. No record of breaking Chinese Law or rules of Tongji University.
3. Application procedure:
   1. Application form submit
   2. Approved by supervisor, college and educational departments.
   3. Approved by international students office

**Process:**

International students submit the application form

Approved by supervisor, college and educational departments

Approved by international students office

Internship company’s feedback

International students office issue internship permits and introduction letter to international students

International students office submit the information form to Shanghai exit and entry administration bureau for record

International students prepare relevant documents and apply for remark of internship information at Shanghai exit and entry administration bureau.

Does the internship match the teaching plan and reality? Save the teaching plan and other relative documents at college.

7 working days
b) Library

1. Library
   ● Location: the pink building behind the statue of Chairman Mao
   ● Opening hours: 8:00—22:00
   ● Book Loan:
     ***Exchange students can only read books in the library. If exchange students want to borrow books, they should conduct other related formalities.

1) Open the website of Tongji University Library: http://www.lib.tongji.edu.cn Or http://webpac.lib.tongji.edu.cn/
   Change the language into "English".

2) Search the book you want. Then find the book with Call No.

3) Take your student ID card and book to the loan counter on the first floor.
4) If the book you want is “borrowed”, you can ask the teacher to reserve the book at the loan counter. When the book is returned, the teacher will inform you by text. Then you can come to fetch it.
5) There is a book-crossing twice a week between different campuses. So if the book you want is in libraries on other campuses, you can make a reservation as mentioned above.

- Loan period
  Initial: 30 days.
  You can ask for renewal (twice) for another 15 days respectively in the last 10 days of the initial loan period. So the longest period is 60 days.

- Overdue books
  If you do not return books on time, you will have to pay 0.05 RMB per day. The money will be deducted from your Student ID card.
  If you do not return books in 100 days after the loan period, you will be prohibited from borrowing books for one month.

- The compensation of the lost/damaged books

  - If the book you borrowed is lost or damaged, you have to pay 3-5 times of its original price as fine.
  
  - If you can't purchase a new book to return, you have to pay 3-5 times of its original price as fine.
  
  - If the original price cannot be defined, you have to pay 3-5 times of its original price as fine.
  
  - If publication year cannot be defined, replace it with the year of its first collection.
  
  - If you purchase a new book to return, you should make sure that it is the same edition as the original one and you should pay another 5 RMB for administrative charge.

2. German Library

- Location: the 1st and 2nd floor of Sino-German Building
- Opening hours: Mon.- Sun. (Except National holidays) 8:00-22:00
- Facilities:
  On the 1st floor: a reading room and leisure space
  On the 2nd floor: a reading room, a coffee machine and leisure space

c) Self-study

1. Self-study classrooms & Opening hours

<table>
<thead>
<tr>
<th>Classrooms</th>
<th>Opening hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>the 1st floor of South Building</td>
<td>7:00-22:00</td>
</tr>
<tr>
<td>Location</td>
<td>Opening Hours</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>the 1st floor of North Building</td>
<td>7:00-22:00</td>
</tr>
<tr>
<td>(北楼一楼)</td>
<td></td>
</tr>
<tr>
<td>Teaching Building No.1 &amp; No.2</td>
<td>7:00-22:00</td>
</tr>
<tr>
<td>on South Campus</td>
<td></td>
</tr>
<tr>
<td>(南校区第一教学楼、第二教学楼)</td>
<td></td>
</tr>
<tr>
<td>Room133,Chemistry Building</td>
<td>0:00-24:00</td>
</tr>
<tr>
<td>(化学馆 133 室)</td>
<td></td>
</tr>
<tr>
<td>Library</td>
<td>8:00-22:00</td>
</tr>
</tbody>
</table>

**Dining**

### a) Dining Hall (Student ID card is available)

1. **Xueyuan Dining Hall (学苑)**
   - **Location:** South of South Building
   - **Opening Hours:**
     - **Service Window**
       - The 1st floor (left side) (Baozi, noodles, porridge, etc.)
       - The 1st floor (right side) (Chinese fried dishes)
       - The 2nd floor (left side) (Cantonese Steamed Rice, Bibimbap, Omurice, etc.)
       - The 2nd floor (right side) (Chinese fried dishes)
       - The 3rd floor (Chinese fried dishes)
     - **Opening Hours**
       - Mon.-Fri. 6:00-23:00
       - Sat. & Sun. 6:00-19:00
       - 10:00-12:30, 16:00-18:00
       - 10:00-13:00, 16:00-18:00
       - 10:00-12:30, 16:00-18:00

2. **Xiuyuan Dining Hall (西苑)**
   - **Location:** Near Southwest Dormitory No.9
   - **Opening Hours:** 6:30-8:00; 10:30-12:30; 16:00-18:00; 19:00-23:00
   - **Service Window**
     - B1 (Jiaozi, different kinds of noodles, etc.)
     - 1F (Chinese fried dishes)
     - 2F
   - **Opening Hours**
     - 6:30-8:00; 10:30-12:30 16:00-18:00; 19:00-23:00
     - 10:00-13:00, 16:00-18:00
     - 10:30-12:30, 16:00-18:00
### 3. Banmuyuan Dining Hall（半亩园）
- **Location**: the 1\(^{st}\) floor & the 2\(^{nd}\) floor of G anxun Guesthouse (干训楼)
- **Opening Hours**: 11:00-13:30; 17:00-19:30
- **Feature**: on the 1\(^{st}\) floor: Chinese home-style cooking
  on the 2\(^{nd}\) floor: Spicy food

### 4. Northwest Dining Hall（西北食堂）
- **Location**: Near Northwest Dormitory No.5
- **Opening Hours**: the 1\(^{st}\) floor: 10:30—12:30; 16:00—18:00
  the 2\(^{nd}\) floor: 6:00—12:45; 16:00—18:15
- **Feature**: on the 1\(^{st}\) floor: lunch and supper;
  on the 2\(^{nd}\) floor: breakfast, lunch and supper.
  Most are fast food like noodles and fried dishes.

### 5. Beiyuan Dining Hall（北苑食堂）
- **Location**: Next to Northwest Canteen
- **Opening Hours**: 10:30—12:30; 16:30—18:00
- **Feature**: on the 1\(^{st}\) floor: food of some northwest provinces in China;
  on the 2\(^{nd}\) floor: Cantonese cuisine.

### 6. Sanhaowu (三好坞) / International student canteen
- **Location**: Next to International Student Dormitory No.2
- **Opening Hours**: 11:00—12:45; 16:30—18:15
  *There is no breakfast in Sanhaowu since 2016. Sept.01*

### 7. Nanyuan Canteen (South Campus)（南苑食堂）
- **Location**: Near Teaching building No.1
- **Opening Hours**: Southern part: 6:30—12:40; 16:00—19:30
  Northern part: 11:00—12:30; 16:30—18:00
- **Feature**: Egg tortilla
  *Student ID card is not available in the store beside Nanyuan Dining Hall*

### 8. Dongyuan Dining Hall（Zhangwu Campus）(东苑食堂)
- **Location**: opposite the workshop
- **Opening hours**: 6:30-10:00; 10:00-12:30; 16:00-18:10
- **Feature**: Chinese fast food, snacks and noodles
  *You can look up the location of the dining halls in Part 3 Campus map*

b) **Cafe**
a) Purchase of insurance (only for exchange students and self-support students)

According to related documents from Chinese Ministry of Education, international students in China shall purchase Comprehensive Medical Insurance & Protection Scheme for Foreigners Staying in China (来华留学生综合保险).

- **Scope of application:** public hospitals in mainland China.
  - Branches of public hospitals, foreign wards, VIP wards, chartered wards, separate wards, other specialized wards and correspondent treatment are excluded.
- **Premiums:**
  - ¥ 300 per half a year per person or ¥ 600 per year per person
  - ¥ 400 per half a year per person or ¥ 800 per year per person
b) School hospital (for general diseases)

- Location: Beside the south gate and opposite Sino-German College (See campus map)
- Opening hours: Mon.-Fri. 8:00-12:00; 13:00-17:00
- Emergency number: 65983221
- Treatment process: Precheck→Register(get a temporary registration card)→Wait and see the doctor→Pay→Get examinations or medicine
- Tips:
  1) You need to pay all the medical costs at that time. Whether you can get reimbursement depends on the insurance you bought before.
  2) Some medical personnel cannot speak English well, so you had better go there with a Chinese partner

c) Public hospitals

- Most public hospitals in Shanghai have a department for foreigners and those who come from Hong Kong, Macao and Taiwan so that students from all over the world can have medical services.
  *The fee of such department is always relatively high, please consult the insurance company in advance.
- Following hospitals are recommended when the disease is serious:
  1. Xinhua Hospital (which is closest to the university)
     1) Address: 1665 Kongjiang Road
     2) How to get there:
        Take a taxi from the university: about ¥15.
        Or take No.554 bus from Miyun Rd. Chifeng Rd. to Jiangpu Rd. Kongjiang Rd.
  2. Other recommended hospitals:
     Shanghai Hospital(长海医院) / Huashan Hospital（华山医院）/ Ruijin Hospital（瑞金医院）/ Zhongshan Hospital（中山医院）.
- Treatment process: Precheck→Register (get a temporary registration card)→Wait and see the doctor→Pay→have medical examination or get the medicine.
  Due to medical resources, you may have to wait for a relatively longer time.
- Basic cost(specific medicine and examinations are excluded):about ¥300.
- Tips: Your passport is required.

d) Foreign funded private hospitals

- There are several private sino-foreign joint hospitals in Shanghai, where most doctors have international practitioner licenses. But the costs may be high.
- Treatment process: bring your passport and credit card. There will be guiding staff.
  You may be required to fill a personal file when you first arrived.
- There are also several clinics from different countries as well as the SIMC (Shanghai International Medical Center) to fulfill different medical needs.
- Notice: Medical costs there are not recoverable from the insurance.
e) Emergency

- Emergency call in China: **120**
- The ambulance will arrive in 8 to 10 minutes.

f) Pharmacy around the campus

General OTC drugs are available.
If you don’t get better, please go to hospital.

***Notice:*** Please pay attention to the information you get and beware of the frauds! If there is any problem, you can ask **International Students Office** for help!

a) Telecom

- SIM card of mobile phone
There are three major telecom operators in China. You can buy a SIM card according to your individual needs.

1) **China Mobile:**
   Add: Room 115, 48 Zhangwu Rd. (Tongji United Plaza)

2) **China Telecom:**
   Add: Northern side of the North Administrative Building

3) **China Unicom:**
   Add: Tongsan Road at Zhangwu Road (同三路和彰武路的交叉口)

b) **Network service**

1. **Have access to broadband in dormitory:**
   - Add: Tongji University Telecom Business Agency (Near North Administrative Building)
   - Business hour: 9:00-17:00
   - Notice:
     1) There are many kinds of broadband, you can choose one depends on your need.
     2) Your student ID card and passport is required.
     3) There is only one cable in the dormitory, so you need to buy a router if you are going to have WIFI.

   - **Register a Tongji E-mail account:**
     1) Open the page: http://mail.tongji.edu.cn/
        Choose ‘Register now’

     2) Identification: Input user name(your student number) and password(the same as your student ID card password)
3) Enter the page of ‘set up an e-mail account’. Input your user name and password again.

4) Input your basic information and set your e-mail password
5) Choose ‘submit’ (提交) and log in.

*This E-mail account is used for contacting and having access to important information in Tongji.

---

a) **Shuttle between Jiading campus and Siping Campus**

1. **School bus**
   1) Depart from Siping Campus:
      Boarding location: The parking lot on the south of University Auditorium
      Time: Mon. - Fri.: 6:45, 7:05, 8:45, 12:15, 14:00
         Weekend: 7:00
   2) Depart from Jiading Campus:
      Boarding location: In front of the Building F
      Time: Mon. - Fri.: 8:00, 10:00, 12:30, 15:30, 16:30, 17:20
         Weekend: 16:30
   3) Notice:
      This service is provided for teachers initially, so it will open to students when there is vacancy. You can have more information in the APP: “同济班车” or “同心云”
The single trip is about 45 minutes.
*You can book tickets on APP:“同济班车”or“同心云”

2. **Bus: Bei’an cross-line bus (北安跨线)**
   
   1) **Depart from Siping Campus:**
      
      Original station: Guokang Rd. Sipin Rd. (国康路四平路)
      
      Terminal station: Cao’an Rd. Ivyuan Rd. (Tongji University) (曹安路绿苑路（同济大学）)
      
      Time: 6:00-20:50
   
   2) **Depart from Jiading Campus:**
      
      Original station: Cao’an Rd. Ivyuan Rd. (Tongji University) (曹安路绿苑路（同济大学）)
      
      Terminal station: Guokang Rd. Sipin Rd. (国康路四平路)
      
      Time: 6:00-20:50
   
   3) **Notice:**
      
      Ticket price: from ¥1 to ¥8 (depends on the distance)
      
      Departure interval: 1 hour
      
      The single trip is about 1-2 hours

---

**Timetable:**

<table>
<thead>
<tr>
<th></th>
<th>Bei’an Cross-line bus (北安跨线)</th>
<th>Additional ones of Bei’an Cross-line bus</th>
<th>School Bus</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Depart from Jiading</td>
<td>Depart from Siping</td>
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<td>20:00</td>
<td>20:00 20:50</td>
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<td>20:30</td>
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<tr>
<td>21:00</td>
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</tr>
</tbody>
</table>
b) **Rent bikes on campus**

1. **Mobike (摩拜单车)**
   1) **Instruction:**
      - Scan the QR code of mobike and download APP
      - Register, use the bike and pay online
      - Please park the bike in a safe area and lock it after using.
   2) **Fee:**
      - 0.1 RMB /10 mins (after the identification of Tongji students or faculties)

2. **oFo**
   1) **Instruction:**
      - Download APP of oFo or follow its Wechat public number.
      - Input the license plate number and get the password. Unlock the bike.
      - Please park the bike in a safe area, lock it and remove your password after using.
   2) **Fee:**
      - 1 RMB for using the bike

---

**Sports Facilities**

- **Natatorium**
  1) **Location:** Between 129 Playground and Medical Building
  2) **Opening Hours:** 8:00-21:00
  3) **Charging Standard:** 10 RMB per time with your student ID card
     - You can also buy activity card in natatorium (30 RMB/3 times)
     - There are also season card, annual card, etc., you can see the notice in natatorium for more information.
  4) **Notice**
     - Swimming cap and health certification are required.
     - You can get the health certification in the natatorium (6 RMB).
     - Swimming caps and goggles are also sold in the natatorium

- **Football field (Artificial Lawn)**
  1) **Location:** Opposite the Southwest Dormitory No.2
  2) **Opening Hours:** 6:00-22:00
     - (There are also basketball court beside the football field. Please pay attention to your belongings.)

- **129 Basketball Court(with volleyball court)**
  1) **Location:** Behind Xueyuan Dining Hall
  2) **Opening hours:** 6:00-22:00

- **Table Tennis Room**
1) Location: On the east of Xueyuan Dining Hall and on the south of South Building
2) Opening hours: Mon.- Fri. 15:30-21:00 Sat, Sun 10:00-21:00
3) Charging Standard: 5 RMB/hour for Tongji students, otherwise 10 RMB/hour
   (Mon.- Fri. 6:30-7:30, 11:30-13:15 The court is free to the students with the Student ID card)
4) Reservation
   You can make a reservation (for next week) every Tuesday 14:00-20:00 with activity card (30 RMB) and your identification.

Badminton Hall
Location A: In the Climbing Gym (beside the table tennis room)
1) Opening hours: Mon.- Fri.15:30-21:00 Sat, Sun 10:00-21:00
2) Charging Standard: 5 RMB/hour for Tongji students, otherwise 15 RMB/hour
   (Mon.- Fri. 6:30-7:30, 11:30-13:15 The court is free to the students with the Student ID card)
3) Reservation: You can make a reservation (for next week) every Friday (from 12:00 at noon) with activity card (30 RMB) and your identification.
   (Badminton Hall is always popular, so you had better make the reservation as early as possible)

Location B: Opposite South Building and opposite Xuri Building
1) Opening hours: Mon.- Fri.17:00-21:00 Sat, Sun 8:00-21:00
2) Charging Standard: 10 RMB/hour for Tongji students, otherwise 30 RMB/hour

Tennis Court
Location A: On the east of Artificial Lawn
1) Opening hours: 6:00-18:00
2) Charging standard:
   Mon. - Fri. (daytime) 15 RMB/hour for students with Student ID card, otherwise 30 RMB/hour
   Mon. - Fri. (night) & weekends: 40 RMB/hour

Location B: on the east of Climbing Gym
1) Opening hours: Mon.- Fri. 15:00-sunset Sat, Sun: 9:30-sunset
2) Charging standard: 5 RMB/hour for Tongji students, otherwise 15 RMB/hour

Gym(with shower)
1) Location: On the south of Xiyuan Dining Hall
2) Opening hours: 11:30-22:30
3) Charging standard:

<table>
<thead>
<tr>
<th>Category</th>
<th>Original Price</th>
<th>Student Price</th>
<th>Validity</th>
</tr>
</thead>
<tbody>
<tr>
<td>1-time Card</td>
<td>35</td>
<td>25</td>
<td>once</td>
</tr>
<tr>
<td>10-time Card</td>
<td>250</td>
<td>200</td>
<td>1 month</td>
</tr>
<tr>
<td>20-time Card</td>
<td>380</td>
<td>280</td>
<td>2 months</td>
</tr>
<tr>
<td>Month Card</td>
<td>400</td>
<td>300</td>
<td>1 month</td>
</tr>
<tr>
<td>Season Card</td>
<td>700</td>
<td>450</td>
<td>3 months</td>
</tr>
<tr>
<td>Half-year Card</td>
<td>850</td>
<td>680</td>
<td>6 months</td>
</tr>
<tr>
<td>Year Card</td>
<td>1250</td>
<td>950</td>
<td>1 year</td>
</tr>
<tr>
<td>Term Card</td>
<td>------</td>
<td>600</td>
<td>-------</td>
</tr>
</tbody>
</table>
b) Purchase of activity card

- Activity card
  1) price: 30 RMB. There are 30 grids on every card used to show the balance of the card.
  2) Where to buy:
     Daily work time: Office of Sports Department (on the 2nd floor of the new gymnasium which is beside the 129 playground)
     The 2nd-13th week: natatorium
  3) Scope of application: natatorium
     Natatorium, table tennis room, badminton hall, climbing gym, tennis court, volleyball court

School Stores & Shops

a) Education Supermarket

1. Shop 1
   1) Location: Beside the Music Square and opposite Southwest Dorm 1.
   2) Business hour: 8:00-22:30
   3) Student ID card is available
   4) The first floor: food/fruits/commodities
      The second floor: stationery/sports equipment/electronic products/customized suit/glasses
2. Shop 2
   1) Location: Near Students Dorm 3
   2) Business hour: 9:30-22:15
   3) Student ID card is available
   4) The first floor: food/fruits/commodities
      The second floor: stationery/sports equipment/electronic products/customized suit/glasses
3. Shop 3
   1) Location: Below Southwest Dorm 9.
   2) Business hour: 8:45-22:00
   3) Student ID card is available

b) Shopping Streets

- Here are two shopping streets under Southwest Dorm 8 & 9, which contain shops
providing print service, teaching materials (mostly in Chinese), PC components, stationery & office supplies, barber service, etc.

- Business hour: depends on the shop, generally from 9:00 to 22:00.
- The shop owners usually cannot speak English well, so a Chinese partner is necessary if you want to buy something there.

c) Express delivery

- Receiving address: Tongji University, 1239 Siping Rd., Yangpu District. (In Chinese: 上海市杨浦区四平路1239号同济大学)
  Postcode: 200092.
- Where to send the parcel: Sunken Square (下沉式广场)
- Where to receive the parcel: Sunken Square
  For Jinlinbao (近邻宝) service: behind the graffiti wall and beside Xiyuan Dining Hall
- When to get the parcels:
  Generally from 11:00 to 17:00 (Jinlinbao service is 24-hour)
  The parcels would be kept for two days.
- When your parcel arrives, a text will be sent to your mobile. Then you can go to named place to get it.
  (It’s generally banned to receive others’ parcels)

Activities

a) Student Association

- There are nearly 200 associations in TJU. Each one has its own activity time.
- In the first month of every semester, every association will hold publicity and recruitment in the Artificial Lawn.
- Time of the publicity and recruitment will be informed all over the campus in advance.
- For more details about the associations: search for tjau1995 on Wechat.

b) Well-known events

1. Top 10 Singers

- The singing competition is the most magnificent show in TJU in fall semester every year. Every student is welcomed to participate or watch.
- You can sign up for the competition before it in the campus. There will be well-marked ads.
- Tickets are required to watch the finals.
2. **Graduation Party & Encaenia**
   - It’s the most magnificent show in TJU in spring semester every year. You can see lots of brilliant shows given by student associations.
   - Tickets are also needed.

3. **Buddy Program**
   - Buddy Program (BP) is organized by the International Department of Student Union and is aimed at helping international students find buddies and develop friendship.
   - At the beginning of every semester, there will be recruitment near dining halls and dorms.
   - BP activities include parties, hanging out, sports activities, etc.

4. **Global Village**
   - Global Village is a kind of exhibition on campus to show different cultures and enhance exchange among students. It’s the best carnival for students from different countries.
   - Global Village includes a cruise, an exhibition, performances, etc.
   - Tickets are also needed.

5. **Others**
   - There are also different academic or entertaining activities every week. You can choose your favorite to participate.
   - Almost all the activities will be advertised in front of the Xueyuan Dining Hall in the noon.
   - Besides, the Wechat public number of Tongji SU International Department updates relative information regularly.
   - For more details, you can follow these public numbers on Wechat:
     - Tongji University International Student Office: isotju
     - Tongji University Student Union International Department: tjsuguoji
     - Know more about Chinese life: Grabtalk

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**Useful Apps**

***Notice: Online shopping and chat applications are widely used in China. Please beware of online frauds and do not engage in illegal activities! If there are any problems, you can ask International Students Office for help!***

a) **WeChat (微信)**
• It is the most frequently used app among students. You can chat with others, get information, and make announcements in groups, etc.
• For more details, you can follow these public numbers:
  Tongji University International Student Office: isotju
  Tongji University Student Union International Department: tjsugoji
  Know more about Chinese life: Grabtalk
  (After following the public numbers, you can click “View History” to read the passages.)
• Another app: QQ has the similar function.

b)  AliPay (支付宝)
• For online payment. It is very popular in Shanghai.
• Using process: apply for an ID with your e-mail or phone number→bind a bank card→use it.
  (If you do not have a bank card to bind, you can transfer from other AliPay account.)
• Other functions: recharge your mobile phone and student ID card, pay bills, book flight or train tickets.
  (Wechat also have similar functions)

c)  Taobao (淘宝)
• A popular online shopping platform.
• It can share the account with Alipay.

d)  Maps
• Common map apps: Baidu Maps, Autonavi Maps.

e)  Take-out apps
• You can get food from nearly all restaurants around the campus by using take-out apps.
• The most common apps: 百度外卖(Baidu take-out)/饿了么(Eleme)/美团外卖(Meituan take-out).
• The process is simple, but cash on delivery is not often accepted.
• Large fast food restaurants like KFC, McDonald, Pizza Hut have their own takeaway websites and phone number and accept cash on delivery.

f)  VPN
• Due to the policies in China, apps common used overseas such as Twitter, Facebook, Instagram and most Google service is unavailable in China. You can find a VPN (Virtual Private Network) software (for free or not) to connect to overseas network.
• VPN is available on both computers and smart phones.
Around the Campus

Public Transportation ➔ 39
Banking ➔ 43
Shopping & Recreation ➔ 45
Public Transportation

a) **Shanghai Public Transportation Card**

It is a kind of prepaid card for public transportation in Shanghai.

1. **Scope of application:**
Different kinds of public transportations in Shanghai, including metro, bus, taxi, ferry, maglev, etc.

2. **Purchase, recharge and reimbursement**

- **Purchase:**
  1) Place: Most metro stations in Shanghai (Tongji University station of Metro Line 10)
  2) Purchase common card: ¥ 20 for deposit. It can be reimbursed.
     Purchase souvenir card: ¥ 20. It cannot be reimbursed.

- **Recharge:**
  Low limit of recharge amount: ¥ 10.
  Upper limit of the card: ¥ 1000.
  The recharge amount should be the multiple of 10.

- **Reimbursement**
  1) Place: Some metro stations, convenience stores and post offices
  2) Some convenient places for reimbursement:

<table>
<thead>
<tr>
<th>Place</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>China Post</td>
<td>47 Zhangwu Rd. (上海市彰武路 47 号)</td>
</tr>
<tr>
<td>CVM Self-service machines in metro station</td>
<td>1. Line 10: Hangzhong Rd., South Shansi Rd., Shanghai Library, Longxi Rd. (航中路站、陕西南路站、上海图书馆站、龙溪路站)</td>
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<tr>
<td></td>
<td>2. Line 2: Dongchang Rd., East Nanjing Rd., Longyang Rd. (东昌路站、南京东路站、龙阳路站)</td>
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<td></td>
<td>3. Line 8: Siping Rd. (四平路站)</td>
</tr>
</tbody>
</table>

2) **Demand:** the card is in good condition
3) **reimbursement:**
   Common card: The deposit will be returned.
   Remaining balance: No more than ¥ 10, will be returned on the spot. Else, it will be returned on the spot after deducting 5% commission charge with your purchase certificate.
   Souvenir card: No

3. **Privilege**

- Transferring among buses, metro lines in 120 minutes can have 1 RMB cheaper.
- You can have a 20% discount when taking the maglev

4. **Notice**
b) Metro

1. Around the campus:
   Line 10 Tongji University

2. Ticket Purchase:
   - Place: Self-service machines in metro stations
   - Process:
     1) Choose the metro line and the station
     2) You can see the ticket price on the screen. Then choose the amount.
     3) Put the money into the machine. Get your ticket.
     (Notice: Some machines are ‘Paper currency only’ or ‘Coin only’)

3. The first train and the last one
   The first train: At 5:00-6:00 in most circumstances
   The last train: At 10:00-11:30 in most circumstances
   (Different metro lines have its own timetable. You can search on the official website:
    http://www.shmetro.com)

4. Metro map
c) Bus

1. Around the campus

<table>
<thead>
<tr>
<th>North Zhongshan No.2 Rd.</th>
<th>Guokang Rd. Siping Rd.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Miyun Rd.</td>
<td>(国康路四平路)</td>
</tr>
<tr>
<td>(中山北二路密云路站)</td>
<td>Bei’an cross-line bus(北安跨线班车)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Miyun Rd. Chifeng Rd.</th>
<th>Tongji University</th>
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<td>(同济大学站)</td>
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<td>55, 61, 147, 307,</td>
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<td>960</td>
<td>325, 817, 937</td>
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<tbody>
<tr>
<td>(赤峰路密云路站)</td>
<td>(四平路赤峰站)</td>
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<td>55, 61, 115, 142, 147,</td>
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<tr>
<td>746, 817, 874, 746,</td>
<td>307, 310, 325, 817,</td>
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- **Price**

￥2

Coins or Public Transportation Card is available

d) Taxi

1. **Price（元）**

<table>
<thead>
<tr>
<th></th>
<th>Day</th>
<th>Night</th>
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<tbody>
<tr>
<td>Starting fare（In 3 km）</td>
<td>14-16</td>
<td>18-20</td>
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<tr>
<td>(depend on the vehicle type)</td>
<td></td>
<td>(depend on the vehicle type)</td>
</tr>
<tr>
<td>Over 3 km: per km</td>
<td>2.50</td>
<td>3.10</td>
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<tr>
<td>Over 10 km: per km</td>
<td>3.6</td>
<td>4.7</td>
</tr>
<tr>
<td>Waiting for 1 min</td>
<td>0.52</td>
<td>0.62</td>
</tr>
</tbody>
</table>

2. **The ways to call a taxi**

1) Street hail
2) By applications like DiDi(滴滴打车), Uber, etc.
3) By phone（need to pay extra fee for reservation）
g) Important Transportation Hub

1. Airport and Railway station
   1) Shanghai Pudong International Airport
      Transportation (from the university):
      Line 10: Tongji University to East Nanjing Road.
      Transfer Line 2 to Pudong International Airport (notice: when taking Line 2, you need to transfer another train that go to the airport at Guanglan Road.)
      About 2 hours
   2) Shanghai Hongqiao Airport and Hongqiao Railway Station
      Transportation (from the university):
      Line 10(to Hongqiao Railway Station): Tongji University to terminal station: Hongqiao Railway Station
   3) Shanghai Railway Station
      Transportation (from the university):
      Line 10: Tongji University to Hailun Road
      Transfer Line 4: to Shanghai Railway Station

---

Banking

***Notice: E-bank and mobile payment are widely used in China. Please beware of frauds! If there is any problem, you can ask International Students Office for help!

a) Banks and ATMs around the campus
   1. Banks and ATMs around the campus
(On campus: There are ABC ATMs in Rui’an Building and North Administration Building, But there may be no balance in rush hours.)

2. **Business Process**

1) Get a number on self-service machine
2) Wait for your turn
3) Go to the counter that call your number

(You can have basic services such as depositing fund, withdrawing fund, etc. on ATM. To deal with the bank card services, please go to the counter.)

b) **The use of foreign cards**

- When you are shopping, please mind the logo near the cashier counter such as:
You can use these cards when it is listed
● Other payment methods often used in China:

UnionPay(银联)、微信支付(Wechart)、支付宝(Alipay)

Shopping & Recreation

***Notice: According to the law of Shanghai, you cannot smoke indoor!

Please take care of your own belongings in public!

a) Restaurants around the campus

There are many restaurants including fast food restaurants, traditional Chinese restaurants, western restaurants, etc. in red marked area like Miyun Rd., Chifeng Rd. and Tongji United Plaza.
b) Supermarkets and convenience stores around the campus

1. **Supermarkets**

<table>
<thead>
<tr>
<th>Supermarket</th>
<th>Add.</th>
<th>Business hour</th>
<th>Transportation (From Tongji University)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carrefour 家乐福</td>
<td>F1-F2 560 Quyang Rd. Hongkou District</td>
<td>7:30-22:00</td>
<td>Take bus No.874/746/142 at Chifeng Rd. Miyun Rd. (赤峰路密云路站) Take off at the station: Chifeng Rd. Quyang Rd. (赤峰路曲阳路站) About 15-20 min</td>
</tr>
<tr>
<td>Walmart 沃尔玛</td>
<td>F2-F4 125 Songhu Rd. Yangpu District</td>
<td>8:00-22:00</td>
<td>Take metro Line 10 at the station: Tongji University Take off at the station: Jiangwan Stadium About 15 min</td>
</tr>
<tr>
<td>RT-MART 大润发</td>
<td>1618 Huangxing Rd. Yangpu District</td>
<td>8:00-22:30</td>
<td>Take bus No.147 at the station: Tongji University Take off at the station: Guoquan Rd. Huangxing Rd. (国权路黄兴路) About 20 min</td>
</tr>
</tbody>
</table>

2. **Convenience store**

1. Lawson(罗森) Add: 68 Chifeng Rd. Business hour: 24 hours
2. Family Mart（全家） Add: 63 Chifeng Rd. Business hour: 24 hours
3. Family Mart（全家） Add: 20 Zhangwu Rd. (Tongji United Plaza F1) Business hour: 24 hours
4. Family Mart（全家） Add: Metro Line 10, Tongji University Station, Exit 1 Business hour: 24 hours
5. Alldays（好德） Add: 20 Zhangwu Rd. (Tongji United Plaza F1) Business hour: 24 hours
c) Shopping Centers around the campus

1. Wujiaochang (五角场)
   - Add: 600 Handan Rd.
   - Business hour: 10:00-22:00

2. Paris Spring (巴黎春天)
   - Add: 1 Songhu Rd.
   - Business hour: 10:00-22:00

3. Bailian Youyicheng Shopping Mall (百联又一城购物中心)
   - Add: 8 Songhu Rd.
   - Business hour: 10:00-22:00

4. Hopson One (合生汇)
   - Add: 1099 Xiangyin Rd.
   - Business hour: 10:00-22:00

5. Orient Shopping Center (东方商厦)
   - Add: 2500 Siping Rd.
   - Business hour: 10:00-22:00

Transportation:

<table>
<thead>
<tr>
<th>Shopping mall</th>
<th>Transportation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wanda Plaza (万达广场)</td>
<td>Take Metro Line 10 at Station: Tongji University</td>
</tr>
<tr>
<td>Paris Spring (巴黎春天)</td>
<td>Get off at the Station: Jiangwan Stadium About 15 min</td>
</tr>
<tr>
<td>Bailian Youyicheng Shopping Mall (百联又一城)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hopson One (合生汇)</th>
<th>Orient Shopping Center (东方商厦)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Take Metro Line 10 at Station: Tongji University</td>
<td>Get off at the Station: Wujiaochang About 15 min</td>
</tr>
</tbody>
</table>
What do these colors represent?

- Multifunctional Area
- Sports Halls
- Teaching and Research Area
- Canteens
- Dormitories
- Library(42)
- Teaching Buildings

- Canteen
- Supermarket
- Hospital
# Appendix A

<table>
<thead>
<tr>
<th>Chinese</th>
<th>Phonetic Transcription</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>1)留学生公寓一号楼</td>
<td>liú xué shèng gōng yù yì hào lóu</td>
<td>International Students Dorm 1</td>
</tr>
<tr>
<td>2)留学生公寓二号楼</td>
<td>liú xué shèng gōng yù èr hào lóu</td>
<td>International Students Dorm 2</td>
</tr>
<tr>
<td>3)留学生食堂</td>
<td>liú xué shèng shí táng</td>
<td>international Students Canteen</td>
</tr>
<tr>
<td>4)学三楼</td>
<td>xué sān lóu</td>
<td>Students Dorm 3</td>
</tr>
<tr>
<td>5)学四楼</td>
<td>xué sì lóu</td>
<td>Students Dorm 4</td>
</tr>
<tr>
<td>6)学五楼</td>
<td>xué wǔ lóu</td>
<td>Students Dorm 5</td>
</tr>
<tr>
<td>7)西北一楼</td>
<td>xī bèi yī lóu</td>
<td>Northwest Dorm 1</td>
</tr>
<tr>
<td>8)西北二楼</td>
<td>xī bèi èr lóu</td>
<td>Northwest Dorm 2</td>
</tr>
<tr>
<td>9)西北三楼</td>
<td>xī bèi sān lóu</td>
<td>Northwest Dorm 3</td>
</tr>
<tr>
<td>10)西北四楼</td>
<td>xī bèi sì lóu</td>
<td>Northwest Dorm 4</td>
</tr>
<tr>
<td>11)西北五楼</td>
<td>xī bèi wǔ lóu</td>
<td>Northwest Dorm 5</td>
</tr>
<tr>
<td>12)西北食堂</td>
<td>xī bèi shí táng</td>
<td>Northwest Canteen</td>
</tr>
<tr>
<td>13)北苑食堂</td>
<td>běi yuán shí táng</td>
<td>Beiyuan Canteen</td>
</tr>
<tr>
<td>14)半亩园餐厅</td>
<td>bān mǔ yuán cān tíng</td>
<td>Banmuyuan Canteen</td>
</tr>
<tr>
<td>15)西南一楼</td>
<td>xī nán yī lóu</td>
<td>Southwest Dorm 1</td>
</tr>
<tr>
<td>16)西南二楼</td>
<td>xī nán èr lóu</td>
<td>Southwest Dorm 2</td>
</tr>
<tr>
<td>17)西南三楼</td>
<td>xī nán sān lóu</td>
<td>Southwest Dorm 3</td>
</tr>
<tr>
<td>18)西南七楼</td>
<td>xī nán qī lóu</td>
<td>Southwest Dorm 7</td>
</tr>
<tr>
<td>19)千训楼</td>
<td>gàn xùn lóu</td>
<td>Gaxun Building</td>
</tr>
<tr>
<td>20)西南八楼</td>
<td>xī nán bā lóu</td>
<td>Southwest Dorm 8</td>
</tr>
<tr>
<td>21)西南九楼</td>
<td>xī nán jiǔ lóu</td>
<td>Southwest Dorm 9</td>
</tr>
<tr>
<td>22)北苑食堂</td>
<td>xī yuán shí táng</td>
<td>Xiyuan Canteen</td>
</tr>
<tr>
<td>23)化学馆</td>
<td>huà xué guān</td>
<td>Chemical Building</td>
</tr>
<tr>
<td>24)物理馆</td>
<td>wù hùi guān</td>
<td>Physics Building</td>
</tr>
<tr>
<td>25)测绘馆</td>
<td>cè huì guān</td>
<td>College of Surveying and Geo-informatics</td>
</tr>
<tr>
<td>26)大礼堂</td>
<td>dà lǐ táng</td>
<td>University Hall</td>
</tr>
<tr>
<td>27)海洋学院</td>
<td>hǎi yáng xué yuàn</td>
<td>School of Ocean and Earth Science</td>
</tr>
<tr>
<td>28)澡堂</td>
<td>zǎo táng</td>
<td>Public Basehouse</td>
</tr>
<tr>
<td>29)瑞安楼</td>
<td>rú àn lóu</td>
<td>Ruian Building</td>
</tr>
<tr>
<td>30)下沉式木地板</td>
<td>xià chén shì mù dì bān</td>
<td>Sunken Square</td>
</tr>
<tr>
<td>31)大学生活动中心</td>
<td>dà xué shèng huó dòng zhōng xīn</td>
<td>Student Center</td>
</tr>
<tr>
<td>32)音乐广场</td>
<td>yín yuè guǎng chāng</td>
<td>Music Square</td>
</tr>
<tr>
<td>33)信息馆</td>
<td>xīn xī guǎn</td>
<td>Xinxi Building</td>
</tr>
</tbody>
</table>
# Appendix B

<table>
<thead>
<tr>
<th>Chinese</th>
<th>Phonetic Transcription</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>34)人工草坪</td>
<td>rén gōng cǎo píng</td>
<td>Artificial Lawn</td>
</tr>
<tr>
<td>35)29礼堂</td>
<td>yǎo ěr jiǔ lǐ táng</td>
<td>129 Hall</td>
</tr>
<tr>
<td>36)29篮球场</td>
<td>yǎo ěr jiǔ lán qiú chǎng</td>
<td>129 Basketball Court</td>
</tr>
<tr>
<td>37)29操场</td>
<td>yǎo ěr jiǔ cāo chǎng</td>
<td>129 Playground</td>
</tr>
<tr>
<td>38)29体育馆</td>
<td>yōu yǒng guǎn</td>
<td>129 Gym</td>
</tr>
<tr>
<td>39)游泳馆</td>
<td>pān yán guǎn</td>
<td>Natatorium</td>
</tr>
<tr>
<td>40)攀岩馆</td>
<td>qǐng rèn pō</td>
<td>Rock Climbing Hall</td>
</tr>
<tr>
<td>41)情人坡</td>
<td>tǔ shǔ guān</td>
<td>Qingren Lawn</td>
</tr>
<tr>
<td>42)图书馆</td>
<td>nán lóu</td>
<td>Library</td>
</tr>
<tr>
<td>43)南楼</td>
<td>běi lóu</td>
<td>South Building</td>
</tr>
<tr>
<td>44)北楼</td>
<td>xuè yuán shì táng</td>
<td>North Building</td>
</tr>
<tr>
<td>45)学苑食堂</td>
<td>zhōng fā zhōng xīn</td>
<td>Xueyuan Canteen</td>
</tr>
<tr>
<td>46)中法中心</td>
<td>xǔ rì lóu</td>
<td>Sino-French Center</td>
</tr>
<tr>
<td>47)旭日楼</td>
<td>yī fú lóu</td>
<td>Xuri Building</td>
</tr>
<tr>
<td>48)逸夫楼</td>
<td>háng zhēng lóu</td>
<td>Yifu Building</td>
</tr>
<tr>
<td>49)行政楼</td>
<td>xiǎo shì guǎn</td>
<td>Administration Building</td>
</tr>
<tr>
<td>50)校史馆</td>
<td>zhōng hé lóu</td>
<td>The Gallery of Tongji University History</td>
</tr>
<tr>
<td>51)综合楼</td>
<td>jiàn zhù yǔ chéng shì guī huà xué yuàn</td>
<td>Multi-Function Building</td>
</tr>
<tr>
<td>52)建筑与城市规划学院</td>
<td>wén yuán lóu</td>
<td>College of Architecture and Urban Planning</td>
</tr>
<tr>
<td>53)文远楼</td>
<td>huǐ wén lóu</td>
<td>Wenyuan Building</td>
</tr>
<tr>
<td>54)汇文楼</td>
<td>tóng wén lóu</td>
<td>Huiwen Building</td>
</tr>
<tr>
<td>55)同文楼</td>
<td>zhōng dé dé dà lóu（dé wén tú shǔ guǎn）</td>
<td>Tongwen Building</td>
</tr>
<tr>
<td>56)中德大楼（德文图书馆）</td>
<td>xiǎo yí yuàn</td>
<td>Sino-German College for Graduate Studies</td>
</tr>
<tr>
<td>57)校医院</td>
<td>yì xué yuàn</td>
<td>School Hospital</td>
</tr>
<tr>
<td>58)医学院</td>
<td>tǔ mù gōng chéng xué yuàn</td>
<td>Medical College</td>
</tr>
<tr>
<td>59)土木工程学院</td>
<td>nán yuán shì táng</td>
<td>College of Civil Engineering</td>
</tr>
<tr>
<td>60)南苑食堂</td>
<td>xì nán shì lóu</td>
<td>Nanyuan Canteen</td>
</tr>
<tr>
<td>61)西南十楼</td>
<td>xì nán shì yǐ lóu</td>
<td>Xinanshi Dorm</td>
</tr>
<tr>
<td>62)西南十一楼</td>
<td>xì nán shì èr lóu</td>
<td>Xinanshiyiy Dorm</td>
</tr>
<tr>
<td>63)西南十二楼</td>
<td>guó jiāo xué yuàn</td>
<td>Xinanshier Dorm</td>
</tr>
<tr>
<td>64)国交学院</td>
<td>dì yí jiào xué lóu</td>
<td>International School</td>
</tr>
<tr>
<td>65)第一教学楼</td>
<td>dì sān jiāo xué lóu</td>
<td>Teaching Building 1</td>
</tr>
<tr>
<td>66)第三教学楼</td>
<td></td>
<td>Teaching Building 2</td>
</tr>
</tbody>
</table>
Acknowledgement:

The official website of Tongji University
The official website of International Students Office
Freshman Guide of Tongji University (Siping Campus)
Tongji University International Student Guide Book
Student handbook of Tongji University

Data compilation, Cover design, Typesetting

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