

Wenzhou University

International Student Handbook

College of International Education
(Overseas Students Education & Services)
Wenzhou University

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Regulations on Student Status Management for International Undergraduates of Wenzhou University (Revised in 2018)

No.289 [2018] WZU Administration

Chapter One General Principles

Article 1. The regulations are formulated herein by Wenzhou University in accordance with Education Law of People's Republic of China, Higher Education Law of People's Republic of China, Regulations on the Administration of Students in Ordinary Colleges and Universities by the Ministry of Education and other relevant laws and regulations, aiming at maintaining the learning and living order for international undergraduates, safeguarding the legitimate rights and interests of students' together with their physical and mental health, and promoting their overall development in morality, intelligence, physique and beauty.

Article 2. It applies to full-time undergraduate international students at the university. International Chinese language student status management may be carried out in accordance with it or other special provisions.

Chapter Two Students' Rights and Duties

Article 3. Students' legal rights and interests are protected by law.

Article 4. Students have a right to:

I. Participate in various talent training activities, and have access to learning resources such as facilities, equipment, and books and materials according to the university's regulations;

II. Obtain employment and entrepreneurship guidance and services in

the activities including social practices, volunteer services, work-study programs, cultural and recreational sports, and technological and cultural innovations etc. in accordance with relevant national and school regulations;

III. Get scholarships and grants according to regulations;

IV. Obtain an objective and fair evaluation in terms of ideology and morality, academic achievement, etc.; Those who meet the requirements of the talent training program with qualified grades and required credits, can obtain the corresponding academic certificate, and also get the degree certificate in accordance with the degree requirements;

V. Organize and participate in student organizations in the university, take part in school management with an appropriate manner, have the right to know, participate, express and supervise the affairs related to the school and student rights;

VI. Lodge a complaint with the university or the administrative department of education in case of any objection to the punishment or handling given by the school; file a complaint or lawsuit according to law against the violations of the personal rights, property rights etc. from the university or its faculty or staff;

VI. Give advises to the university's teaching or educational reforms;

VII. Other rights and interests stipulated in the national laws and regulations as well as in the Charter of Wenzhou University.

Article 5. Students are obliged to:

I. Comply with the Constitution of the People's Republic of China, laws and regulations;

II. Comply with the Charter of Wenzhou University and other regulations of the university;

III. Adhere to academic ethics and complete the courses required by

the university;

IV. Pay tuition and related fees on time according to the regulations of the university, and fulfill the corresponding duties of obtaining scholarships and grants;

V. Obey the codes of student behavior, respect teachers, and develop good moral qualities and behaviors;

VI. Other duties stipulated in laws, regulations and the Charter of Wenzhou University.

Chapter Three Admission and Registration

Article 6. Freshmen shall register on time and go through the enrollment procedures with the notices of admission and the relevant documents prescribed by the university. If they cannot register on time for any reason, they should ask for a leave no longer than 2 weeks by writing to the university. Those who fail to ask for leave or register late will be regarded as giving up the qualification except for force majeure and other legitimate reasons. If there is a special reason for not studying on time, the student can register first, and then go through the suspension procedures.

Article 7. A preliminary examination of qualifications for freshmen shall be conducted by the enrollment department at the time of registration. If qualified, students pay the tuition fee and get the student status of Wenzhou University according to the regulations; If the notices of admission or candidates' information are inconsistent with the reality, or if there are other violations against the regulations of the National College Entrance Examination, candidates will be unqualified.

Article 8. After entering the school, freshmen will be reviewed for their qualification within three months, which mainly includes the following:

I. Whether the notices or procedures of admission, etc., meet the national admission requirements;

II. Whether the qualifications for admission are true or in compliance with relevant regulations;

III. Whether the student and the identity certificate are consistent with the notice of admission and the candidate's file, etc.;

IV. Whether the physical and mental health status of the student meets the requirements of medical examinations for applying major or major category, and whether it can guarantee normal study and life at school;

V. Whether students enrolled in special majors such as art and sports meet the professional admission requirements.

VI. If there are any falsifications, malpractices, etc. to be found during the review, students shall be unqualified and their registration shall be canceled. If the violation is serious, students shall be transferred to relevant department for investigation.

Article 9. Freshmen with diseases, who are diagnosed by the hospital (above Level II, Grade A) designated by the university that they shall not study in campus, may retain the admission qualification for one year to take medical treatment without student status. If they recover within a year, they can re-apply for admission. Only those who pass the designated hospital examination can get registered. Those who fail the designated hospital examination or fail to apply for admission within a year will be unqualified.

Article 10. At the beginning of each semester, students shall go through the registration procedures in accordance with the regulations. Those who do not register as scheduled, fail to purchase insurance in accordance with regulations, fail to pay tuition as prescribed by the school, or fail to meet the registration requirements are not allowed to register. Those who do not

register at the specified time cannot participate in academic activities. Those who do not meet the registration requirements and privately participate in the teaching activities will not be recognized by the school.

Chapter Four Assessment and Achievement Record

Article 11. Students shall take part in the courses prescribed in the university's teaching and educational program, as well as take learning and educational assessment. The assessment result shall be put in the score book and students' archives as well. Those who have not gone through the registration procedures shall not be assessed.

Article 12. The assessment is divided into two types: examination and inspection. The examination applies a percentage system; while the inspection applies the grade system. Generally, the grades of excellent, good, medium, pass, and failed are adopted. Courses below 32 school hours can apply for two levels (qualified, unqualified) .

Professional internships, graduation designs (thesis), social surveys, and social practices are graded.

The assessment must adopt the evaluation mode combining formation and finality. The final score of a course is comprehensively assessed by the end of a semester with the usual scores, which is not less than 30%; and multiple course assessments are encouraged.

Article 13. Students who fail the assessments in each semester may apply for a make-up examination at the beginning of the next semester (except for practical courses). If they do not apply for a make-up examination, or they fail the make-up examination, they have to retake the compulsory and restricted courses. But for optional courses and public elective courses, they can retake or chose other courses in the same series. The unsuccessful

re-taken courses will not be made-up and should be retaken. The re-examination and re-taken scores are recorded in the actual results and the corresponding points are obtained.

Article 14. If students are unable to take the assessment due to illness or special reasons, they shall apply to the school for a deferral examination in advance. Upon approval by the teacher of the class and the dean of the college, it will be reported to the Overseas Students Education & Services for record. If they fail or miss the deferral exam, they are not allowed to take a make-up exam, and have to apply for retaking or choosing to take another course depending on the nature of the course.

Article 15. Students who are absent from a exam for no reason or get caught cheating in a exam (including co-chasers) shall be given invalid scores, namely a zero score. The words of “absent in examination” or “cheating in examination” shall be printed on their school report cards. They shall not apply for a make-up exam and have to retake or choose an alternative course.

If students are absent from or get caught cheating in the mid-term exam, their scores of the mid-term exam in the total score of the course will be zero.

Article 16. Students are obliged to take part in all activities in accordance with the school’s teaching and educational plan and other schedules. Students’ attendance at classes (including lab classes), internships, practices, social surveys, etc. should be evaluated. The relevant rules are as follows:

I. If students want to ask for a leave, they shall go through the procedures of written request for leave in advance. Afterward application for leave is not accepted (except for an emergency disease or an emergency accident). Students have to report back from leave in time.

A sick leave requires a certificate from the medical center of the

university or the designated hospital by the university.

A personal leave requires sufficient reasons, and shall be strictly examined.

If the leave, within two classes, may be approved by the monitor, who is only authorized to approve once for a student in a week. Otherwise, the outnumber of the leave will be invalid, and the student will still be treated as absentee, while the monitor will be criticized and educated by the teacher.

If the leave, longer than two classes but shorter than three days, may be approved by the teacher (or counselor).

If the leave, longer than three days but shorter than a week, may be approved by the dean.

If the leave, longer than one week, shall be signed by the counselor and the dean, and be approved by the Overseas Students Education & Services.

II. Those who are absent without leave permission, leave overtime without permission, renewal or supplementary leave without approval shall be treated as absentee;

Those who do not participate in the group activities stipulated by the school for no reason will be calculated as being absent 4 classes per day.

Those who do not participate in professional internships, practices, social surveys, etc. for no reason will be calculated as being absent 6 classes per day.

III. For students who are absent, they should be criticized and educated or even be given disciplinary actions according to the number of absent teaching hours. Those who have been absent with permission for more than one-third of the teaching hours of a course, or without permission for more than one-fourth shall not participate in the assessment of this course and shall retake the course.

Article 17. A comprehensive assessment students shall be carried out every semester.

Chapter Five Transfer Major and Transfer School

Article 18. Students may apply to transfer major according to the resources provided by the school.

Students who have a certain disease or physical defect, or special difficulties or needs after enrolling in school and are unable to continue their studies can apply to transfer school.

Except other regulations, students can only transfer major or transfer school once at school.

Article 19. Application for transferring major or school shall be put forward by students themselves. The corresponding procedures shall be handled in accordance with the relevant regulations of domestic students.

Applications for transferring major are only accepted at the end of the first semester. Except for special regulations of the school, applications for transferring major at other time shall not be approved.

Article 20. Students fall in one of the following category shall not be allowed to transfer major:

I. Students who are determined to be oriented or entrusted during the enrollment (except when the entrusting party agrees to change the major);

II. Students who are in suspension of schooling or retention of student status or admission qualification;

III. Students who should be withdrawn from school;

IV. Students who do not have an just cause;

V. Students who apply for suspension of school in the second semester and return to the first semester of the next grade in advance.

Students who have not completed the first semester or only have one year left before graduation are not allowed to transfer major.

Chapter Six Suspension and Resumption

Article 21. Students fall in one of the following categories shall be suspended and their student status shall be retained:

I. Students who are diagnosed by a designated hospital that they shall be suspended for a treatment or rest and recuperation that accounts for one-third of the total number of school hours of a semester;

II. Students who ask for a leave more than one-third of the total number of school hours;

III. Students who have not paid the tuition within the prescribed time;

IV. Students who apply for suspension from school or asked to be suspended from school for some reason.

Article 22. The shortest suspension period is a year. Students could apply for suspension in row or many separated times, but their total length of school year may not exceed the maximum length.

Article 23. The suspension shall be handled as follows:

I. Students who are suspended from school should go through the procedures of suspension and leave school; they do not enjoy the student rights at school during the period of suspension;

II. Students who are suspended due to illness should be discharged from school;

Article 24. When the time of suspension is up, the student shall apply for returning before the semester starts. But only after passing the school's review, the student can return to school. Students who are suspending from school due to injury or illness must apply for diagnosis by the designated

hospital, and only when they are certified to be healthy by the hospital and reviewed to be qualified by the school can they return to school.

Chapter Seven Academic Early Warning, Downgrade and Withdrawal

Article 25. Students who fail to pass the make-up examination or retaken examination (including courses that students do not apply for a make-up examination) for more than 4 courses (including 4 courses) in one semester or accumulated more than 10 courses (including 10 courses) during academic year shall be given academic warning.

Article 26. Students may apply to the college for transferring to the lower grade because of academic difficulties or other special reasons. The downgrade application should in principle put forward within two weeks since each academic year starts.

Article 27. Students fall in one of the following categories shall be withdrawn from school:

I. Students who fail to meet the requirements of academic achievement prescribed in the talents training program within the standard academic system and do not apply for extension of the study time; or have not completed the study within the maximum length of study time (including suspension);

II. Students who fail to reapply for returning to school within the prescribed time or is unqualified after being reviewed by the school when the suspension of school or retainment of student status is expired;

III. Being diagnosed by a designated hospital, students who are unable to continue studying at school due to illness or accidental disability;

IV. Students who miss the teaching activities prescribed by the school for

two consecutive weeks without approval;

V. Students who fail to register in time and do not finish the procedures to delay the registration;

VI. Students who get academic warning for more than 3 times (including 3 times) ;

VII. Students who are studying at school with an overdue insurance;

VII. Students who apply for withdrawal from school.

Article 28. The college which students mentioned above study in shall report the withdrawal decided in the college's CPC Committee and administrative meeting to Overseas Students Education & Services who will submit it to the principal's meeting for discussion.

Students who have got academic warnings for more than 3 times may apply for a delaying withdrawal from the school with special reasons such as health. The college which students study in shall report the application passed in its college's CPC Committee and administrative meeting to Overseas Students Education & Services who will submit it to the principal's meeting for discussion. Students who have got academic warning for more than 4 times (including 4 times) should be withdrawn from school.

Article 29. Students who apply for withdrawing from school, they shall go through the procedures of withdrawal after getting the approval of the college they study in and Overseas Students Education & Services. Students who are given punitive action of withdrawn from school have to leave school within 7 days after receiving the notice issued by the school. If students refuse to sign the withdrawal notice, it can be served by lien; if the students have left school, it can be delivered by post; if the students are hard to contract, it can be announced by the school website, news media, etc. for 15 days, and the expiration of the announcement is deemed to be served.

Article 30. If students disagree with the withdrawal from school, they may file a complaint in accordance with the appeal procedure.

Chapter Eight Graduation, Completion and Incompletion

Article 31. The school implements a flexible academic system, so students can complete their studies in stages. The four-year undergraduate program has a maximum length of six years, of which four years are standard and two years are extended. The five-year undergraduate program has a maximum length of seven years, of which five years are standard and two years are extended.

Article 32. Within the prescribed period of school year, only those students who complete the prescribed contents of the personnel training program can obtain the required credits and total credits. And only those who comprehensively meet the graduation requirements shall be granted with graduation certificate. The graduation qualification is based on the enrollment information and talent development plan of the student's enrollment year. The graduation qualification review for downgraded students is based on the talent training program for that lower grade.

Article 33. Students fall in one of the following categories may be treated as completion and be given a certificate of completion:

I. Students who fail to meet the graduation requirements stipulated in the talents training program within the prescribed standard academic years and not apply for extension of the school year, who have not completed the course within extending time, or whose credits obtained are 10 credits (including 10 credits) less than the total credit specified in the talents training program;

II. Students who do not do or fail to do their graduation design (thesis);

III. Students who do not participate in or fail professional (educational)

internships.

Article 34. Students who have studied at school for more than one year (including one year) and do not meet the requirements of graduation or completion are unwilling to continue to study at the school, they may be treated as incompleting and be given a certificate of incompleting.

Article 35. Students who have completed their studies may apply for re-taken courses or supplement graduation design (thesis) within the time between the completion of the course and the longest study period. Those who pass the examination will be rewarded with a graduation certificate with the actual date of issuance.

Students with completion certificate should pay tuition and other fees according to the regulations if they retake courses or make up for graduation design(thesis).

Students who fail to meet the graduation and completion requirements within the required standard academic years and those who do not apply for completion after completing the required courses may be asked to downgrade or re-take course off-campus to extend the study time. If they do not apply, the student will be withdrawn from school.

Students who extend their study time have to pay tuition and other fees as required.

Article 36. The school implements the electronic registration management system for higher education academic certificates. The information on the certificate issued is registered to the Provincial Department of Education, and then is reported to the administrative department of education of the State Council of the People's Republic of China for record annually.

Article 37. Students who meet the requirements for awarding a degree

shall be awarded the corresponding degree in accordance with the regulations.

Article 38. Students who violate the national enrollment regulations shall be unqualified. The school shall cancel the student status and shall not give them academic certificates or degree certificates; and the issued academic certificates and degree certificates shall be revoked according to law. If students obtain academic certificates or degree certificates by academic misconduct such as cheating, plagiarism or other improper means, their academic and degree certificates shall be revoked according to law.

If the revoked academic or degree certificate has been registered, the school shall cancel it and report it to the administrative department of education for invalidation.

Article 39. If a academic or degree certificate of graduation, completion, incompleteness is lost or damaged, the student shall make an application to school who shall issue a corresponding testimonial after verifying it. The testimonial is equivalent to the original certificate.

Chapter Nine Supplementary Articles

Article 40. The regulations shall go into effect as of the date of promulgation, but if the school has other special regulations, others shall be applied first.

Article 41. Overseas Students Education & Services is in the responsibility of interpreting the regulations.

Revision of Notice of the Regulations on Student Status Management for International Undergraduates of Wenzhou University (Trial) on October 26, 2017 (No. 296 [2017] WZU Administration).

Rules for Wenzhou University International Students

1. Abide by the pertinent laws and regulations of the Chinese government, and Constitution of China; do not disturb Chinese social order, violate the rights of others or impair the national security or public interests;

2. Do not Join any illegal religious organization, or organize or participate in the religious activities on campus;

3. Respect social customs and habits of students from other countries; do not discriminate, defame or insult students from other countries, as well as their countries;

4. Do not form cliques for private gain, fight or use violence; students who do it will be punished in line with the regulations set by university, or even be dismissed;

5. Students should behave well and dress appropriately in the public; do not wear slippers or wrong dress in classroom or other public places.

6. Do not go to the night club, ballroom, sauna pavilion or other entertainment places. If any accident happens to students in these places, related students will be punished in accordance with the relevant laws set by Chinese government; the university will also punish them.

7. Do not steal or take drugs; once being caught, the student will be reported to judicial department.

8. Do not drive, do part-time job or do business illegally; students who do it will be punished in accordance with the relevant regulations of the university, and if necessary, they will be transferred to the relevant national institutions for punishment.

9. Do not conduct any form of propaganda or advertisement at the campus or on the internet.

Wenzhou University International Student Registration

I. Registration Procedures for International Students

A. For Newly Enrolled Students

1. On arriving at the university, newly enrolled students should bring their passport, admission letter and JW202 form to register at Student Affairs Office (Rm118, Building 3, North Campus) in College of International Education within the period designated in the Admission Letter.

2. When registering, submit photos (3 passport size photos) and digital copy of the photos to obtain his/her student ID card and other certificates and the charges for them are to be borne by the student him/herself.

3. Go to Teaching Affairs window in Student Affairs Office (Rm118, Building 3, North Campus) to obtain class schedule.

4. Go to designated hospital for physical examination. Those who have taken the physical examination abroad should go to Wenzhou International Travelers Health Center for the medical verification of the "Physical Examination Record for Foreigner (PERF)". Those who fail to meet the verification requirements will have to take another health examination for some or all of the items at the Center within the prescribed time. Registration will be denied to those whose state of health is not up to requirements.

5. The newly-arrived students who come to the University with X1 visas should apply to the Exit-Entry Administration Division of Wenzhou Municipal Public Security Bureau for residence permit within 30 days after their arrival in China. If not, the students will be subjected to penalty of a fine.

B. For Continuing Degree Students and Advanced Students

Continuing degree students should pay tuition fee before new semester starts, and need to bring their student ID card, passport and the receipt of

tuition fee payment to their major college's student affairs office for registration at the first day of the commencement of each semester.

Non-degree students should bring their student ID card and passport to College of International Education's Student Affairs Office (Rm 102, Bldg 9A, South Campus) for registration within one week of the commencement of each semester. Students who can not register on time must ask for a leave from the office, or they will be regarded as being truant.

C. For Transfer Students from Other Chinese Universities

Students who transfer to Wenzhou University from other institutions of higher learning in China are also required to register at Student Affairs Office of CIE upon their arrival at the university. In line with the policy from the Public Security Bureau, if students are holding residence permits which are still valid, they have to hand in original copies of the official letters issued by the Office of International Students Affairs of the institution of higher learning in China in which they have been studying. Only in this way can they be expected to apply for the renewal or change of their residence permits accordingly.

II. Physical Examination

Hospital: Wenzhou International Travelers Health Center

Address: #51, Alley 87, Hangbiao Rd, Lucheng District, Wenzhou

Telephone: 0577-88850462、88820461

Ways to get there:1.Take Bus 52 to the station of Hang Biao Lu Kou, then walk there.

2.Take a taxi there, which is 14Km away.

Please note:

1. Please go to the hospital without having breakfast in the early morning;

2. Open hours are 8:00-10:30 am Monday through Friday;
3. You need to bring your passport and 3 passport photos (on-site photo service available for a charge of RMB 30); cost of checkup is around RMB 400;
4. Please pick up your physical examination report according to the hospital's instructions.

III. Residence Permit

Department: The Exit-Entry Administration Division of Ou Hai Municipal Public Security Bureau

Address: Approval Center, No.2 building, Zhouyang Rd, Louqiao Avenue, Ou Hai District, Wenzhou

Telephone: 0577-86098695

Procedures:

- 1、 Freshmen shall bring their Accommodation Registration Form issued by the university and Passport to local police station to complete the accommodation registration for overseas personnel;
- 2、 Finish body examination in the designated hospital;
- 3、 Bring your Registration Form of Accommodation for Overseas Personnel, Physical Examination Report, Passport, Admission Notice and JW201 or JW202 to Students Affairs Office to apply for relevant materials of Residence Permits;
- 4、 Bring relevant materials to the Exit-Entry Administration Division of Ou Hai Municipal Public Security Bureau to apply for Residence Permits;
- 5、 Please pick up your Passport with Residence Permits on it within prescribed time.

Notes:

Students who apply for Residence Permits shall pay off all the fees

in advance and submit the following files in person:

1. The completed "Visa, Stay Permit, Residence Permit Application Form" together with 2 passport photos;
2. Admission Notice issued by Wenzhou University;
3. The third page (yellow) of Visa Application for Studying in China (JW202 Form) which is for the Exit-Entry Administration Authorities to keep;
4. Photocopies and original of passport's personal information page, current visa page and most recent entry stamp page;
5. Accommodation Registration Certificate issued by the university or the local police station;
6. Application report issued by the university;
7. Health Certificate issued by Wenzhou Entry-Exit Inspection and Quarantine Bureau(Students under 18 years old do not need it);
8. Other materials which the Exit-Entry Administration Authorities requires.

Wenzhou University Regulations for Handling International Student Disciplinary Offences (Revised in 2020)

Chapter One General Principles

Article 1. The regulations are formulated herein by Wenzhou University in accordance with the Higher Education Law of the People's Republic of China and Provisions on the Administration of Students in Regular Institutions of Higher Education (No.41 Document by Ministry of Education of P.R.C.), A Code of Conduct for Students in Regular Institutions of Higher Education and Administrative Measures for the Enrollment and Cultivation of International Students by Schools (No.42 Document by Ministry of Education, Ministry of Foreign Affairs and Ministry of Public Security), Norms on Quality of Higher Education for International Students in China (Trial) (No. 50 Document by Ministry of Education in 2018) as well as the practicalities at Wenzhou University, aiming at maintaining an appropriate educational, teaching and living order.

Article 2. The regulations are applicable to registered international full-time undergraduates and post-graduate students of Wenzhou University as well as those enrolled in non-degree programs.

Article 3. To impose punitive actions, the University shall strictly follow legitimate procedures, collect adequate evidence, and seek: 1) accuracy in determining the nature and seriousness of an offence and 2) appropriateness in decision making. Principles to be followed in dealing with student disciplinary offences also include: justice, openness, and fairness; combining punishment with education.

Article 4. Overseas students who violate any law, regulation or discipline in holidays or school breaks or in the participation of social activities outside of the university, shall be criticized or punished in accordance with the regulations in this document.

Article 5. Types of Disciplinary Actions:

- (I) Warning
- (II) Severe Warning
- (III) Demerit
- (IV) Probation
- (V) Expulsion

Article 6. International students who have committed minor offences are to correct and change their behaviors under supervision.

Article 7. If it is verified through legal procedures that an offence is committed when he/she is not able to identify or control his/her own behavior, he/she will not face disciplinary action. However, such student will be suspended or withdrawn from normal studies in accordance with relevant regulations on student status management.

Article 8. Mild actions shall be taken for cases that fall into any of the following categories:

- (I) During investigation, the offender confesses about the offence to the university department and shows deep regret;
- (II) Voluntarily providing truthful facts about others' offences which are unknown to the university;
- (III) Returning property and compensating for the losses;
- (VI) Actively assisting and cooperating with related organizations to ascertain facts about the offences.

Article 9. More severe actions shall be imposed for cases that fall

into any of the following categories:

- (I) Disguising the facts of the offence with a bad attitude;
- (II) Deliberately creating misleading clues to hamper an investigation or obstructing the collection of evidence to hold up the investigation;
- (III) Threatening or retaliating against someone who gives information about an offence or serves as a witness, investigator, etc.;
- (IV) Having previous experience of receiving punitive actions at the university;
- (V) Committing over two disciplinary offences;
- (VI) Committing a joint crime with people outside of the university;
- (VII) Playing a leading role in a group disciplinary offence;
- (VIII) Refusing to repay or compensate money after thievery.

Article 10. The length of punishment is 6 months for a warning and a severe warning, 10 months for a demerit and 12 months for a probation. The period of 12 months' probation shall be counted from the date when the decision is made, but for the students at the graduate class, it will extend to the day they graduate and leave the campus. Students who are suspended from school, the period of suspension is not included in the length of probation.

Article 11. If students on probation do not violate any university regulations or commit any other offences, they can have the punitive action revoked at the end of the probation; If they do, severe punitive action will be imposed depending on the facts of the offence.

Chapter Two Disciplinary Offences and Punitive Actions

Article 12. Violations of basic constitutional principles include:

organizing, planning or stirring up troubles; disturbing social order; threatening national security; organizing unlawful assemblies or demonstrations; joining illegal organizations or engaging in their illegal activities; bringing in religious prints, audios or videos that endanger the public interests of China; preaching or worshiping in the campus or mis-using religion to disrupt social order. International students who committed mentioned violations above will be given punitive action depending on the facts.

Article 13 International students who violate Chinese national laws or regulations written on political documents shall be given the following punishments:

(I) A demerit or a probation shall be imposed on students who have received an administrative warning, an administrative fine or any other administrative punishment depending on the facts of the offence;

(II) A probation or an expulsion shall be imposed on students who have received an administrative detention depending on the facts of the offence;

(III) Students who have committed a criminal offence shall be expelled from the university.

Article 14. Punitive actions, in addition to compensation for the losses, will be taken against those that damage public or private property.

(I) A warning, a severe warning or a demerit will be given for damages worth less than RMB 1000.

(II) A probation or an expulsion will be given for damages worth RMB 1000 and up.

Article 15. Depending on the severity of the offence in addition to compensation for the damages according to the law, a demerit or an expulsion

will be imposed on students that participate in a physical fight as an instigator, plotter, perjurer, or provider of fighting tools; a disguised mediator who promote physical fights while trying to mediate a quarrel with consequences; an organizer who gather people to attack others.

Article 16. In addition to the repayment of the property in full amount and the punishment given by the public security, a probation or an expulsion will be imposed for illegally taking, stealing, swindling, robing or blackmailing depending on the facts of the offence.

Article 17. For gambling or covert gambling, or providing places, funds, or devices for gambling, the punitive actions shall range according to the severity of the offence.

Article 18. A probation or an expulsion shall be given according to the severity of the offence of infringing or harming others' legitimate interests or personal safety, including harassing, intimidating, or threatening others; insulting, slandering, framing or false accusations aimed to damage others' reputations; concealing, intercepting, destroying or opening other's letters or email without authorization.

Article 19. International students, who are involved in selling, transporting or taking drugs, accommodating others to abuse drugs, or getting positive in a drug test, will be expelled from the university.

Article 20. Behavior relating to the use of devices such as computer or mobile phone that falls into any of the following categories, punitive action ranging from a warning to an expulsion shall be imposed depending on the severity:

(I) Reading or watching illegal books or videos such as violent or terroristic ones;

(II) Disturbing public order or doing harm to private or social interests such as spreading pornographic items, gathering other students to watching pornographic movies or watching them in public places;

(III) Making or disseminating pornographic things such as books, videos, etc;

(IV) Using others' network account and/or passwords unauthorizedly; stealing or cheating through the network, and be charged by Public Security for these behaviors;

(V) Using others' network account and/or passwords unauthorizedly, or publicizing other's privacy with bad effects;

(VI) Damaging or hacking the university's network system leading to system paralyses or other sever consequences;

(VII) Disseminating false or terrorist information to challenge social stability or cause bad effects via the Internet;

(VIII) Violating laws or the university's regulations by using computers, mobile phones or other communication tools.

Article 21. For offences against education regulations, the following rules on punitive action shall be followed:

(I) For missing 10 to 19 credit hours or absences without permission for 3 days or less, the punitive action will be a warning.

(II) For missing 20 to 29 credit hours or absences without permission for more than 3 days (including 3 days) but less than 5 days, the punitive action will be a severe warning.

(III) For missing more than 30 credit hours (including 30 credit hours) or absences without permission for more than 5 days (including 5 days), the punitive action will be an expulsion.

(IV) For repeated absences and serious violations, the student will be

expelled.

(V) Punitive action shall range from a severe warning to an expulsion according to the severity of the offence for taking an exam in another person's name or having one's own exam taken by someone else.

Article 22. Behavior that falls into any of the following categories for the mid-term exam, final exam or exams for various certifications, the punitive action will be imposed according to the fact.

(I) Behavior that falls into any of the following categories for an exam organized by the university, the punishment shall range from a warning to a probation.

I. Failing to follow the seating arrangement and refuse to obey the directions of the examination staff while taking the exam;

II. Bringing mobile phones or exam-related materials into the exam room and failing to put them at the appointed places and refusing to obey the directions;

III. Refusing to show valid identification to examination staff;

IV. Entering the exam room during the exam without the permission of examination staff;

V. Not leaving the exam room in time after the submission of the exam paper, and refusing to obey the directions of the examination staff;

VI. Looking around time to time in all directions and refusing to obey the directions of the examination staff;

VII. Other behaviors in against examination regulations but not deemed as cheating yet.

(II) Behavior that falls into any of the following categories in the exam organized by the university shall be deemed as cheating, for which the punitive action of a probation or an expulsion shall be imposed in addition to

receiving no score.

I. Whispering or peeking at other's exam papers and copying other people's answers;

II. Passing notes, signaling and gesturing, exchanging exam papers or deliberately letting others copy one's own exam answers or exam-related materials during the exam;

III. Taking exam-related materials in a close-book exam or exchange books or notebooks or exam-related text materials in an open-book/notes exam;

IV. Glancing at other's answers on another person's paper or exchanging answers during the end of an exam;

V. Having violated exam regulations or cheated for a second time;

VI. After the exam, cheating behaviors are discovered or reported by others, and the cheating suspects can be verified;

VII. Cheating by any other means.

(III) If an international student commits serious cheating on an exam, the test score can be made invalid, the degree qualification can be canceled, and the student may receive a probation or an expulsion depending on the severity of the offence.

I. Taking an exam in another person's name or having one's own exam taken by someone else or altering another person's name for one's own;

II. Contacting people outside the exam room by mobile terminals such as dictograph, mobile phone, etc;

III. Cheating more than twice;

IV. Other serious cheating behaviors.

(IV) The offences of abusing, threatening or beating teachers and staff and disturbing the order of an exam will receive a punishment ranging from a

probation to an expulsion depending on the severity.

(V) For the offences of cheating or copying other's research for the production of a dissertation, report, graduation design or project, the punishment ranges from a severity warning to an expulsion depending on the severity of the consequences.

Article 23. In addition to penalties, punitive actions shall be imposed for behaviors against public security rules, but not serious enough to take criminal responsibility.

(I) Lighting a fire in the prohibited places will result in a serious warning. Not listening to dissuasion or cause a fire will result in a probation or an expulsion;

(II) For unauthorized use of large power electricity such as stoves, electric heaters, etc., will result in a warning or a demerit. A probation or an expulsion will be imposed on depending on the severity if a fire is caused by the offence above.

(III) The punishment for violating safety regulations or operational procedures in the laboratory that results in an accident or damage ranges from a demerit to an expulsion.

(IV) For the organizer of outdoor activities that cause an accident or serious consequences, a punishment ranging from a demerit to an expulsion will be given according to *Measures for the Handling of Student Injury Accidents* published by the Ministry of Education of China.

(V). The punishment for violating state or school fire control laws and regulations, or unauthorized using or damaging fire-fighting equipment ranges from a warning to a demerit in addition to student's compensation for any losses. For such offences that cause a fire alarm or a fire, a probation or an expulsion shall be imposed on in addition to compensating for any losses.

(VI) The punishment for climbing a wall, a gate or a hinder, breaking any access control system, or entering the campus or dormitory through other non-normal ways ranges from a severe warning to an expulsion.

Article 24. Violating accommodation regulations or disturbing accommodation will receive punishment as follows depending on the severity of the offence:

(I) The punishment for accommodating the violator ranges from a severe warning to an expulsion;

(II) The punishment for accommodating the violator to the room of a opposite sex without permission is a severe warning or a demerit; the punishment for offences with grave consequences is a probation or an expulsion.

(III) The punishment for accommodating someone of the opposite sex or sleeping in the room of the opposite sex is a severe warning or a demerit. The punishment for offences with grave consequences is an expulsion;

(VI) The punishment for offenders who make great noises by audio equipment or shouting, disrupt the regular order of accommodation management, or commit any other offences that severely disrupt others' studies or life ranges from a warning to a probation depending on the severity.

(V) The punishment for changing rooms or bed assignments or going off campus after 23:00pm or residing outside campus over night without permission is a warning, a severe warning or a probation depending on the severity of the offence. Those who repeat offences or cause severe consequences will result in expulsion depending on the severity of the offence.

(VI) The punishment for residing outside or staying outside the campus

over night without permission and reasonable excuses ranges from a probation to an expulsion.

(VII) The punishment for students who could not pass dormitory sanitary inspection or civilized dormitory contest ranges from a warning to a probation; Those who repeat offences or cause severe consequences will result in an expulsion;

(VIII) The punishment for other offences against accommodation regulations ranges from a warning to an expulsion depending on the severity of the offence.

Article 25. For the offences of holding cultural events on the campus or celebrating important traditional festivals or other events in foreign countries without permission of the departments concerned, punitive action shall be imposed on ranging from a warning to an expulsion depending on the severity of the offence.

Article 26. Behavior that falls into any of the following categories shall be punished depending on the severity of the fact.

(I) The punishment for disturbing the normal teaching or living order, including smoking, drinking, shouting or smashing wine bottles in classroom, canteen, dormitory and other public places is a serious warning or a demerit; Those who repeat offences will result in an expulsion.

(II) The punishment for harassing or creating troubles for teachers and staff ranges from a severe warning to an expulsion;

(III) The punishment for rejecting or hindering a government employee or school manager's line of duty ranges from a severe warning to an expulsion.

Article 27. Behavior that falls into any of the following categories shall be punished depending on the severity of the offence:

(I) The punishment for acting obscenely, offering pornographic services, molesting or sending harassing messages, taking part in indecent video shooting or other things alike is a probation or an expulsion.

(II) The punishment for involvement in prostitution is an expulsion.

(III) The punishment for participating in or organizing an illegal multi-level marketing scheme is a probation or an expulsion;

(IV) For those who refuse to undergo quarantine, compulsory segregation or treatment when they have sudden infectious diseases or suspected sudden infectious diseases, an expulsion shall be given;

(V) The punishment for those who violate the social morality and customs of China ranges from a warning to an expulsion depending on the severity of the offence.

Article 28. The punishment for new and returning international students who do not register their living information in local police station within 24 hours after arrival ranges from a severe warning to an expulsion depending on the punishment given by the public security.

Article 29. Behavior that against *Exit and Entry Administration Law of the People's Republic of China*, such as the overdue of Residence Permit or Visa, shall be punished:

(I) A demerit shall be given for 1 to 10 days overdue;

(II) A probation shall be given for 11 to 30 days overdue;

(III) An expulsion shall be given for 31 or more days overdue;

(IV) The punishment for getting other people's passport or renewing their residence permit by cheating or deceiving is a probation or an expulsion depending on the facts of the offence;

(V) The punishment for delaying the update of passport and other personal information to make the renewal of residence permit impossible

ranges from a demerit to an expulsion.

Article 30. Behavior that against Chinese national or local regulations on road traffic safety management or regulations on campus traffic safety management shall be punished depending on the severity of the offence:

(I) The punishment for driving a motor vehicle in violation of regulation, not listening to dissuasion or causing traffic accident ranges from a severe warning to an expulsion;

(II) The punishment for stealing other's motor vehicles, driving without driving license or causing traffic accidents ranges from a severe warning to an expulsion;

(III) The punishment for driving a motor vehicle into the campus without permission ranges from a warning to a demerit;

(IV) The punishment for overspeed driving or going in a direction not allowed by traffic regulations and not listening to dissuasion ranges from a probation to an expulsion;

(V) The punishment for driving after drinking alcohol, riding an unlicensed motor vehicle or causing traffic accident is a probation or an expulsion.

(VI) The punishment for other behaviors against Chinese national or local regulations on road traffic safety management or regulations on campus traffic safety management ranges from a warning to an expulsion.

Article 31. International students who have received punishments for three times shall be expelled from the university.

Article 32. Additional Punitive actions

(I) International students who are punished shall be unqualified for that academic year's awards;

(II) International student leaders who are punished shall be unqualified

for the position.

Article 33. Offences, not listed in this regulation but shall be punished, could be handled with similar articles, or depending on the decision of Overseas Students Education & Service.

Chapter Three Handling Limits of Authority and Disciplinary Procedure

Article 34. Disciplinary authority and approval procedures

(I) To impose disciplinary actions, the university shall strictly follow legitimate procedures, collecting adequate evidence, seeking accuracy in determining the nature and seriousness of an offence and appropriateness in making decisions. Principles to be followed in dealing with students' disciplinary offences also include justice, openness and fairness; combining punishment with education; ensuring students' right to appeal;

(II) For the punishment of a demerit and below, the college of the punished student shall produce a written opinion about the punishment, while Overseas Students Education & Service shall look through the opinion;

(III). For the punishment of probation and above, the college of the punished student shall produce a written opinion about the punishment, while Overseas Students Education & Service shall look through the opinion. The International Student Management Committee shall discuss and make a decision, and then the relevant principals shall approve and sign the punishment decision; In the case of an expulsion the principals will have a conference to discuss and make the final decision;

(IV) When students involved in the same offence come from several colleges, the punishment shall be conducted by Overseas Students Education & Service with the assistance of the colleges. If it cannot be conducted, it shall be submitted to International Student Management Committee, and

conducted by the International Student Management Committee together with the department and colleges mentioned above;

(V) The university could publish the punishment decision of international students in an appropriate way. The punishment decision letter should include the basic personal information of the student who is punished, the description of the facts and evidence, the type, basis and duration of punishment, and ways to and duration for appeal.

(VI) The punishment decision announcement shall be made in triplicate. One copy shall be delivered to the punished student to be signed. If the student refuses to sign on the announcement, then it could also be identified as ratified if there are two witnesses sign on it. If the students have left the university, the punishment decision announcement could be mailed. If the punishment decision announcement cannot reach to the student for other reasons, Overseas Students Education & Service shall publish the announcement on the website for at least 7 working days. Another copy of the punishment decision announcement shall be sent to the college that the student is enrolled in and kept in the student's personal files. The third copy of the punishment decision announcement shall be kept in the archives of the university.

(VII) All kinds of punishment decisions shall be issued by the university.

Article 35. For students who received an expulsion, they need to leave the university within 15 working days upon the announcement. The university will offer study certificate upon student's application. Students who lodge an appeal must leave the university within 30 days. If students cannot complete the formalities within the prescribed time, Overseas Students Education & Service will do it for them, and their study visa will be

canceled by the Entry and Exit Administration Department of Wenzhou Public Security Bureau.

Chapter Four Supplementary Provisions

Article 36. The punishment decision and related documents should be kept in the personal archives of student as well as the archives of the university.

Article 37. For any “more than”, “less than”, “above”, “below” and so forth in the regulations, the original value is included.

Article 38. Overseas Students Education & Services is responsible for the interpretation of the regulations in this document. The regulations shall go into effect as of the date of promulgation and serve as a reference in cases of variation, contradiction or interpretation.

Awards for Wenzhou University International Students taking HSK

No. 5 [2020] Administrative WZU

(Approved by the 71st Presidents' Meeting on June 8, 2020)

HSK is an international standardized Chinese Language Proficiency Test for non-native Chinese speakers (including foreigners, overseas Chinese, and Chinese minorities). As the only test center in Wenzhou, WZU holds HSK 3 and up levels periodically. In order to facilitate the international usage of the Chinese language, promote understanding of Chinese culture, and improve Chinese language proficiency of WZU international students, WZU decides to give special awards to international students who attend and score high in the HSK tests held by WZU during their academic years.

I. Applicable Candidates

1. International students matriculated in WZU's degree-awarding academic programs;
2. International students attending HSK held at the WZU test center.

II. Application Time

Applicants must submit relevant materials to the Office of Chinese Testing International at the College of International Education (Overseas Students Education and Services) within 15 days after the application notice is announced.

III. Scholarship Categories and Coverage

1. Passing Scholarship

Type A: CNY 350 for international students who pass the HSK 3 (only applicable to students admitted from academic year 2016 to 2018)

Type B: CNY 450 for international students who pass the HSK 4

Type C: CNY 550 for international students who pass the HSK 5

Type D: CNY 650 for international students who pass the HSK 6

Each student can apply Passing Scholarship only once for whichever type above during their whole study time in WZU.

2. Excellence Scholarship

In order to encourage students to get better performance in the HSK tests, extra bonus will be given to students who get high scores. Extra bonus = (Test Score - 180) * CNY 10

Students can attend each HSK level test multiple times, and apply repeatedly for Excellence Scholarship, but the extra bonus will depend on the performance in the HSK. From the second time on for each level: Extra Bonus = (Current Test Score - Previous Test Score) * CNY 10

Note: The total score of HSK is 300, and students, whose score is higher than 180, are qualified.

IV. Application Materials and Rules

1. Application Form for WZU HSK Scholarship

2. Copy of HSK Certificate. If the HSK Certificate hasn't been received or is lost upon applying, a screenshot print of the test result page from the international website of Chinese language test will do.

V. This measure shall go into effect as of the date of promulgation, and College of International Education (Overseas Students Education & Services) shall be responsible for its interpretation.

Measures for the Leave Management of International Students in Wenzhou University (Trial)

Article 1. With a view to maintaining our normal order of teaching, scientific research and life, strengthening students' attendance and discipline management, and ensuring students' personal and property safety, according to the “Rules for Implementation of Roll Management of International Students in Wenzhou University” and “Disciplinary Violation and Punishment Regulations for International Students in Wenzhou University”, these measures are hereby formulated.

Article 2. These Measures apply to International students in Wenzhou University. Hong Kong, Macao and Taiwan students shall be conducted in accordance with these Measures.

Article 3. Students are required to report and register with the university on the specified date. The university will perform student attendance check since the first day of schooling.

Article 4. Students who leave the city of Wenzhou or stay elsewhere other than the dormitory overnight during their attendance in university, regardless of holidays (including weekends), must perform the procedures of applying for leave. Otherwise, they will be deemed as leaving the university without permission.

Article 5. The range of students' attendance check includes the on classroom instruction, experiment, probation, practice, as required in the education program, and all activities uniformly organized by the university. Students who are unable to attend any of the events above must apply for leave; if without the application for leave, or without the grant of such application, or without application for extension of leave, they are treated as

conducting absenteeism.

Article 6. Students must apply for leave in advance and submit written applications therefor. The applications for leave must be signed by the students themselves, which shall indicate the start and end time, the reason for leave, as well the destination and contact telephone number during the leave period. Where any concerned proof is required, the relevant materials shall be attached (for example, sick leave needs to be certified by the hospital).

Article 7. Measures for approving the leave applications:

I. Students who apply for a leave longer than two classes but shorter than three days shall hand in written request for leave and get signed by the head teacher (instructor) and specialist of the college, and reported to the Student Affairs Office of the college for approval.

II. Students who apply for a leave longer than three days but shorter than seven days shall hand in written request for leave and get signed by the head teacher (instructor) and specialist of the college, get approved by the Student Affairs Office of the college, and then reported to the leadership in charge in the college for the record.

III. Students who apply for a leave longer than seven days shall hand in written request for leave and get signed by the head teacher (instructor), specialist and Student Affairs Office of the college, get approved by the leadership in charge in the college, and then reported to Overseas Students Education & Services for the record.

IV. Students shall apply for a leave personally in principle. In case of any special circumstances, it can be done by the class cadre instead. Anyone who do not show up in a class without permission shall be treated as absentee.

Article 8. Students who violate the attendance management regulations are subject to the following disciplinary actions:

I. Students who fail to attend classes for a total of 10 to 19 classes or leave school without permission for no more than 3 days in a semester shall be given a disciplinary action of warning;

II. Students who fail to attend classes for a total of 20 to 29 classes or leave school without permission for 3 to 5 days (including 3 days) in a semester shall be given a disciplinary action of severe warning;

III. Students who fail to attend classes for a total of more than 30 classes (including 30 classes) or leave school without permission for over 5 days (including 5 days) in a semester shall be given a disciplinary action of expulsion;

IV. Student, who have been given punitive action absent or leave school without permission once again, or refuse to behave well after repeated education, shall be given an expulsion;

V. Students who ask others to register false attendance on their behalf, or register false attendance for others shall be given a disciplinary action of severe warning to expulsion depending on the severity of the fact.

Article 9. Upon expiration of the leave period, students must go to the specialist of the college for returning formalities within one working day of the prescribed return time. Students who are still not able to return to study after the leave period expires should complete leave period extension procedures. Without going through the extension procedures or have not got the leave period extension approved, those students shall be treated as absentee.

Article 10. Students who have not asked for a leave or asked but have not been approved shall be regarded as absenteeism, so do those

whose make-up request of leave are not accepted. International students, who are late for classes or take early leave for three times, are treated as conducting absenteeism for one class. International students who are absent from class for a full day without any reason, the truancy during classes shall be calculated according to the actual teaching hours, while that during teaching practice, internship and social practice shall be calculated as five class hours every day.

Article 11. Students, who ask for leave accumulatively more than one third or absent without permission for accumulatively more than one fourth of teaching hours for a course within a semester, shall not be allowed to participate in the final examination or test of the course in that semester, and shall retake that course. Students, who ask for leave accumulatively more than one third of the total teaching hours in a semester, shall not attend the final examination or test in that semester, and should be suspended from university.

Article 12. Students, who gain a leave permission by deception or other means without proper reason, shall be seriously punished in accordance with Wenzhou University Regulations for Handling International Student Disciplinary Offences. Their leaving period shall be calculated as truancy.

Article 13. Students, who leave the university after finishing the leave formalities, shall comply with the laws and regulations, strengthen the safety awareness, and be responsible for their personal actions during the leave.

Article 14. Overseas Students Education & Services shall be responsible for interpretation of These Measures.

Article 15. These Measures shall come into force on the date of promulgation.

Measures for Off-campus Accommodation Management of International Students in Wenzhou University (Trial)

Article 1 For the health and safety of international students, off-campus accommodation is not allowed in principle. If the off-campus accommodation is needed for special reasons, with the consent of the college and the approval of the Overseas Students Education & Services, the student may according to the relevant provisions of the university go through the formalities for withdrawal from dormitory, and also shall in accordance with the provisions of Division of Exit-entry Administration of Wenzhou Public Security Bureau go through the relevant formalities for off-campus accommodation.

Article 2 International students living off-campus must strictly abide by the Chinese laws and regulations, and shall not engage in activities that endanger the national security of China or violate the Chinese laws and the relevant security regulations.

Article 3 International students living off-campus shall pay attention to the personal and property safety. They shall not use appliances or drive motorcycles against rules. They shall pay attention to safe use of water, electricity and gas, and report to the relevant security personnel or public security department in time when they encounter suspicious people or an emergency.

Article 4 Overseas Students Education & Services together with the public security department will pay safety inspection visits to international students living off-campus from time to time. International students shall cooperate actively and do not unreasonably obstruct or refuse the inspection.

Article 5 If there is any emergency that happens, international students living off-campus shall report it immediately to the public security

department, Wenzhou University's International Student Emergency Management Work Leading Team Office, and cooperate with them in the treatment thereof.

Article 6 Other things international students need to pay attention to:

I. International students leasing private houses shall ask the landlord to show the Registration Certificate of Public Security Management of the Tenancy, and sign a lease contract with the landlord.

II. International students getting accommodation in hotels, restaurants or rental apartments shall provide proof of the relevant accommodation period issued by the property department of hotels, restaurants or rental apartments.

III. International students living with relatives:

1. they must provide the relevant information (name, residential address, relationship with the student and valid documents) of the guarantor (referring to the householder of the homestay family) .

2. The guarantor shall sign a written guarantee with the guaranteed person, and promise to:

(a) accommodate the guaranteed person;

(b) bear the corresponding security and legal responsibilities.

Article 7 Complete procedures of off-campus accommodation

I. First of all, international students who apply for living off-campus shall submit the "Form for WZU International Students Apply for Living Off-campus", the lease contract and other relevant materials to the college they study in. The college shall gather those materials, and report them to Overseas Students Education & Services for examination and approval. If approved, international students shall have to sign the "Security Liability Agreement for International Students in Wenzhou University to Live Off-campus Accommodation".

II. International students who are allowed to live off-campus shall go through the formalities of withdrawal from dormitory in the Logistics Dormitory Management Company within a week. If international students do not finish formalities in time, the university will take a tough measure;

III. Within one week after the accommodation, international students shall bring valid identity documents, such as passports and rental contracts, to the local police station to apply for the Residence Registration Certificate for Foreign Personnel.

IV. International students shall bring the Residence Registration Certificate for Foreign Personnel to the Student Affairs Office of Overseas Students Education & Services for the record to register their contact information, such as the domicile telephone or mobile phone number.

V. International students who change their off-campus residence shall go through the above formalities again.

Article 8 International students living off-campus must strictly abide by the university's schedule and take part in various activities and social practices organized by the university. If unable to attend the teaching activities due to illness or other matters, they shall fulfill the leave procedures according to the relevant regulations.

Article 9. Measures for Off-campus Accommodation Management of Hong Kong, Macao and Taiwan students in WZU shall be conducted in accordance with these Measures.

Article 10 These Measures shall be interpreted by Department of Overseas Students Education & Services and put into implementation on the date of promulgation.

Rules for Off-campus Internship of Wenzhou University International Students (Trial)

No. 8 [2020] WZU Administration

International student internship, an important part of talent training program, is a practical teaching part combining theories and practices. It includes educational practice, educational probation, educational research and study, art/culture field trip, professional tour, social survey, professional practice, professional probation, curriculum designing and some other practical courses. The rules are formulated herein by Wenzhou University in accordance with the Wenzhou University Rules for Internship (Revised in 2016) (No. 203 [2016] WZU Administration), Article 30 of Administrative Measures for the Enrollment and Cultivation of International Students by Schools (No. 42 issued by the Ministry of Education, the Ministry of Foreign Affairs and the Ministry of Public Security) — International students may participate in work-study programs during their study in institutions of higher education, but shall not get employed, do business or engage in other operational activities, 12 Immigration and Exit-Entry Facilitation Policies issued by National Immigration Administration, aiming at making international student internship normalizable and scientific to improve the quality of practical teaching.

I. International student internship refers to off-campus activities arranged by international students according to the school's teaching and learning scheme, charging no wage (except transportation and meal allowances). Practical activities are those off-campus activities closely related with international students' majors aiming at strengthening professional knowledge and skills, and improving culture experience and community

service.

II. International students apply for off-campus activities shall meet following requirements:

1. study at Wenzhou University;
2. have got JW201/JW202 issued by Exit-Entry Administration Division of Wenzhou Municipal Public Security Bureau with internship information;
3. the internship shall be relevant with the student's major;
4. the employer shall fulfill the formalities according to Regulations for International Student Internship of Exit-Entry Administration Division of Wenzhou Municipal Public Security Bureau, and has a specialist to take care of affairs related to international student internship.

III. Before international students start their internships, colleges which international students study in shall check students' learning scheme and the qualification of the employer which students are going to do their internship and help students to hand the Registration and Verification Form of the Employer to the employer so as to he/she knows relevant laws about receiving international students to do internship and stamp on the form, as well as give feedback.

The stamped Registration and Verification Form of the Employer and its relevant materials shall submitted to the local Exit-entry Division of Public Security Bureau for verification, when all these materials are approved then shall be submitted to Exit-Entry Administration Division of Wenzhou Municipal Public Security Bureau (MEEAD) for further verification. Then MEEAD will announce the qualified employers for international student internship.

IV. The college which international students study in shall arrange

employers for students to do internship according to the MEEAD's announcement, and submit Wenzhou University International Student Internship Arrangement (See Appendix 1) and Wenzhou University International Student Internship Scheme (See Appendix 2), which shall be gathered and reported to MEEAD by Overseas Students Education & Services.

V. International students applying for adding their internship information to their visa shall hand in Application Form for a Chinese Visa or Residence Permit, Passport, Accommodation Registration Form (if students living off-campus), Wenzhou University International Student Off-campus Internship Certificate (See Appendix 3) to MEEAD. If students also want to apply for Residential Permit at the same time, they have to submit other required material too.

VI. If international students want to change their colleges or internship employers during off-campus internship, they have to stop their previous internship and not continue until the Overseas Students Education & Services and the college they study in renew the internship record and add it to their visa.

1. International students who change their college have to renew their residential permit according to relevant regulations. If international students still need to do internship, they have to add the internship information to their visa in accordance with rule 5 in the document after the university renew the internship record.

2. International students are not allowed to do internship under more than one employer. If students change their employer within the city, the university shall guide students to renew the verification formality according to the rule 3 and 4 in this document.

VII. If international students' passport or residential permit need to change, reissue or extend during the internship, they do not have to stop the internship, but tell the Overseas Students Education & Services and the college they study in and register again for record according to rule 6 in this document to renew the residential permit and add the internship information to the visa.

International students cannot continue their internship until they get corresponding receipt of adding internship information to the visa. Students shall pay attention to the start and ending date internship so as to avoid overtime internship be regarded as illegal employment.

VIII. Overseas Students Education & Services is responsible for the interpretation of the regulations which shall go into effect as of the date of promulgation.

Completion of Studies for International Student

1. A Certificate of Graduation will be awarded to those undergraduate and graduate students who have completed all the prescribed courses, accumulated sufficient credits and passed all the examinations. Otherwise, students can only be issued an Incompletion or Certificate of Completion. The diploma as well as its English translation will be conferred to those who are up to the standards states in the "Interim Measures for the Implementation of the Regulations of the People's Republic of China on Academic Degrees".

2. A Certificate of Studies at Wenzhou University will be issued to the non-degree students who have attended the classes as required and passed the examinations. Those who do not take or fail to pass the examinations can only be issued the Certificate of Learning.

3. Before leaving the university on graduation or completion of their studies, students are required to return all their borrowed equipment and books to the relevant departments. They should return the student ID card and the campus card to the relevant departments too.

4. Students should inform the international student dormitory administrative staffs of checking one day before their departure and then return their room keys/cards and all the borrowed daily necessities. Self-funded students must pay off the rents and other expenses if any.

5. Students are expected to leave the university within one week of their graduation or completion of studies. Those who wish to postpone their leaving for special reasons must come to the International Student Office to account for the delay. Extension may be approved but it must not exceed two weeks. Fees will be charged in accordance with the regulations.

温州大学国际学生离校手续清单

WZU LEAVING INSTITUTION FORM FOR INTERNATIONAL STUDENT

姓名 Name		学号 Student ID		国籍 Nationality		性别 Gender	
学生类别 Student		离校原因 Reason		联系电话 Phone No.			
通讯地址 Home Address				电子邮箱 EMAIL			
一、校图书馆 (for Library)	二、留管部学生科 (Office 225)	三、后勤宿管中心 (Accommodation)	四、留管部学生科 (Office 219)	五、学生所在学院 (Major College)			
1、所借图书和报刊已还清。 Books have been returned.	1、学费和住宿费是否缴清。 Tuition and accommodation fees are fully paid.	For on campus students, please go to dorm keeper (ayi) and D2 105 For off campus students, please go to Office 219 1、寝室内所有物品是否完好。 Everything in the dormitory is in good condition. 2、寝室是否打扫完毕和确认退房时间。 Keep the room clean and state the time for leaving dorm.	1、核销住宿信息。 Remove accommodation information.	1、成绩单和毕业证已领。 Transcript and certificate have been received. 2、离境机票。 Flight No & Time			
经办人: 年 月 日 (部门盖章)	经办人: 年 月 日 (部门盖章)	经办人: 年 月 日 (部门盖章)	经办人: 年 月 日 (部门盖章)	经办人: 年 月 日 (部门盖章)			

说明/Note:

1、离校学生请按此单顺序办理离校手续，办完后应及时将此离校单交回所在学院。

Please submit this form to your college after you have completed all leaving institution procedures.

2、离校学生凭此单向院系领取成绩单、有关证书等。

Students must bring this form to their own department to receive the transcript and certification.

Library Rules for International Students

Instructions for Readers

1. International students can enter the library by showing their Campus Card; other visitors have to show their Recommendation or personal valid document to the guard before entering the library.
2. Wear properly and behave well in the library.
3. Do not bring anything inflammable or explosive to the library; do not smoke or use open fire in the library.
4. Keep quiet and do not speak loudly; turn your cellphone into Vibrate Mode and do not use your cellphone to call or pick up a call in the public learning area.
5. Help to keep the environment clean, and do not eat, spit, or throw trash in the library.
6. Cherish the public facilities and do not write or paint on anything, do not post or distribute advertisement or other promotional materials in the library.
7. Consciously maintain library order and do not occupy seats, move reading desks and chairs, or leave your stuff in the locker overnight.
8. Important information will be announced on the library website.
9. Consciously abide by the rules and regulations of the library, and coordinate and support the management of library staff.

Rules for Borrowing Books

1. International students shall use their own Campus Card to borrow books.

2. While borrowing a book, please check whether the book name on the screen is the same with the real name; if not, please contact with the staff in the library. Please make sure that the book is not stained, incomplete or its inside pages are the same with the book face, or international students shall be responsible for those damages.

3. While selecting books in the library, please consciously use the allograph plate; when a book is picked out, an allograph plate should be put in that place, and when the book is put back, the allograph plate should be taken off; please pick out only one book each time, so as not to cause chaos.

4. International students shall take care of the books they borrow, please do not lose or stain the book; those who steal or tear up books on purpose shall write a “Jian Cha” in which you have to admit your mistake and promise not to do it again; At the same time, the student will be reported to Overseas Students Education & Services for punishment. The book being stolen, lost or damaged shall be compensated for in accordance with loss compensation standard.

Compensation for lost books

1. Compensate with Campus Card

International students can compensate for the lost book by campus card, and the compensation see *Wenzhou University Library Compensation Standard for Lost Books*, as following:

Compensation is influenced by the book's publication date, volume of copies in the library.

Volume of Copies ≥ 4 : The Original Price \times (1 + 0.2 \times Years from Publication)

Volume of Copies = 3: The Original Price \times (1 + 0.25 \times Years from Publication)

Volume of Copies = 2: The Original Price \times (1 + 0.3 \times Years from Publication)

Volume of Copies = 1: The Original Price \times (1 + 0.35 \times Years from Publication)

The following table is the compensation of books published within past 15 years, and others shall be compensated for in accordance with the formula.

年份 复本量	2013	2012	2011	2010	2009	2008	2007	2006	2005	2004	2003	2002	2001	2000	1999
≥ 4	1	1.2	1.4	1.6	1.8	2.0	2.2	2.4	2.6	2.8	3.0	3.2	3.4	3.6	3.8
=3	1	1.25	1.5	1.75	2.0	2.25	2.75	3.0	3.25	3.5	3.75	4.0	4.25	4.5	4.75
=2	1	1.3	1.6	1.9	2.2	2.5	2.8	3.1	3.4	3.7	4.0	4.3	4.6	4.9	5.2
=1	1	1.35	1.7	2.05	2.4	2.75	3.1	3.45	3.8	4.15	4.5	4.85	5.2	5.55	5.9

1. Compensate with a Identical Book

International students can compensate with a identical book whose name, author, publisher, publication date and ISBN shall be the same with

the original one. At the same time, international students have to pay 5 RMB as material processing fee which can be payed by campus card.

2. Compensation Refund

International students can get the compensation back if they find the lost book within 2 months (but those who have logout their campus card cannot get the money). international students have to fill out the refunding form at Card Service on the first floor of Yuying library, and get the stamp of the library, then withdraw the money in Logistics Finance Department in District C.

Extracurricular Activities and Vacation Tours for International Student

1. In the university, there are gymnasiums, tennis courts, basketball playgrounds, football fields and the like. International students can use these facilities in accordance with the relevant rules.

2. International students are free to join in various clubs in the school and take part in their activities; in addition, they are also free to join in other organizations beside clubs and take part in various large scale activities.

3. In order to help international students know more about China and our city, the university plans and organizes group tours for international students periodically. Without special statement, these group tours are free.

4. International students shall abide by Chinese laws and regulations, as well as school regulations while attending those activities mentioned above.

Travel and Visa for International Student

1. Travel

With their valid visas or residence permits, international students can go traveling in the areas open to foreigners according to the regulations of the Chinese government. Without permission, aliens should not enter the areas closed to foreigners. Anyone breaking the rule will be subjected to penalty in accordance with the law governing the foreigners administration.

Group travels may only be made at weekends, on holidays or during vacations and should not be made during the study period.

2. Re-entry Visa, Change of the Visa Category, Renewal of the Residence Permit

In line with the regulation by the Chinese government, those who come to China for their study programs can hold F visas for half a year. If they would like to continue their study programs after completing the six month program, they should apply for the X visas, and then obtain residence permits. The formalities are: Come to the international student affair office for the "Visa Application for Study in China (JW202 Form)" at least a month in advance, take your medical checkup at Wenzhou International Travelers Health Center (please refer to Section Two for the address). Before the validity of your F visas, you should apply to the Exit-Entry Administration Division of Wenzhou Municipal Public Security Bureau [Approval Center, No.2 bulding, Zhouyang Rd, Louqiao Avenue, Ouhai District, Wenzhou] for the X visa and residence permit together with your Admission Letter, the approved JW202 Form, an official letter from the university and the qualified Physical Examination Record, Registration Certificate of Temporary Residence for Visitors, copies of the passport (photo page, visa page and the page with the stamp indicating your latest entry into China), a visa photo and the receipt of the

digital photo. Anyone who fails to apply for the JW202 Form and take medical checkup will be responsible for any problems incurred him/herself.

On the completion of the study, the student should leave China before his/her visa or residence permit expires. In case of delay, the student should apply for the renewal of the visa or residence permit. On approval, pertinent formalities should be gone through.

Those who would like to continue their studies when their residence permits expire should apply for the renewal before their expiration. The formalities are: Come to the international student affair office first to fill out an "Visa and Residence Permit Application Form", and then, with the signature from the office staff and the office seal on the application form, valid passport and the current residence permit, Registration Certificate of Temporary Residence for Visitors, copies of the passport (photo page, visa page and the page with the stamp indicating your latest entry into China), a visa photo and the receipt of the digital photo, go to the Exit-Entry Administration Division of Wenzhou Municipal Public Security Bureau (please refer to see the address mentioned above) for the pertinent formalities. A fine will be imposed on those who fail to renew their visas or residence permits before their expiration. No alteration of or damage to the visa or other official certificates are permissible. Violation of the rules will result in a penalty.

3. Notice for Carrying Identification Files

In line with the Chinese laws and the requirements from the Municipal Public Security Bureau, please carry passports and identification files (such as student ID card) with you when you are away from campuses or away from your lodgings at any time in case that the police should check you. Please cooperate with the police if you are questioned by them and produce your passports and identification papers to them. Please do not obstruct the police in implementing their lines of duties. Otherwise, it is possible that you be imposed of a penalty.

Campus Life Guide

I. Class Hours

(Monday to Friday)

AM	1	08: 20—09: 00
	2	09: 05—09: 45
	3	10: 05—10: 40
	4	10: 50—11: 30
	5	11: 35—12: 15
PM	6	13: 30—14: 10
	7	14: 15—14: 55
	8	15: 15—15: 55
	9	16: 00—16: 40
	10	16: 45—17: 25
PM	11	18: 30—19: 10
	12	19: 15—19: 55
	13	20: 00—20: 40

II. Public Holidays

Weekends (Saturday, Sunday)

New Year (January 1st)

Spring Festival (Winter holiday, around 1 month long)

***Qingming* Festival** (April 5th; also known as Tomb Sweeping Day)

International Labor Day (May 1st)

***Duanwu* Festival** (5th day of 5th month of Lunar calendar, also known as Dragon Boat Festival)

Summer holiday (Early July to end of August)

Mid-Autumn Festival (15th day of 8th month of Lunar calendar)

Chinese National Day (October 1st): 7-day holiday

* Apart from the internationally adopted Gregorian calendar, China also uses the Lunar calendar, especially in marking traditional holidays.

The actual holiday time shall see the school calendar.

III. Canteens and Campus Card

There are several canteens in campus for international students to choose, and located in residential districts: District A, B, C, D and E.

Students can use campus cards to buy food in all those canteens. Campus cards can be obtained at the main campus card service center which is located on the first floor of Huizhan Hall, where other card services such as recharge, suspension and re-activation are also available. Campus card services are also available near some other canteens, but only provide recharge which also can be done through Alipay.

VI. Mails and Packages

1. Receiving mails / packages

Mail address: [Name of College or Department], South Campus, Wenzhou University, Ou Hai District, Wenzhou, Zhejiang, P.R.China

Zip code: 325035

Note: To ensure speedy delivery, it is advised that you request the sender to also put the Chinese address (中国浙江省温州市瓯海区温州大学南校区 XXX 学院) on the envelop or delivery bill.

2. Send mails / packages

a. If sending mails or postcards to destinations in China's mainland, you can put it into the postbox at the entrance of District A on South campus if postage stamps are already attached to the envelop or postcard.

b. If sending packages or international mails, you can go to the China Post office located in Chashan town (Address: #92-99, Meiquan Street, Chashan; Tel. 86681545).

V. Directory for Campus Services

University hospital (South campus): 86680613

University hospital (North campus): 86689080

IT Department: 86596097 or other operators' hotline

VI. Directory for Other Services

Emergency: 110

General campus emergency call: 86689110

International student emergency call: 15669787790 (emergency only)

Directory Assistance: 114

Fire Alarm: 119

Ambulance: 120

China Mobile: 10086

China Union: 10010

Train Ticket Service near South Campus: 86696069 (Near crossroad of New Chaoyang Street "朝阳新街" and Zhongxin West Road "中心西路")

Xincheng Bus Station: 88911927

VII. Useful Website and Wechat Public Platform

Wenzhou University: <http://www.wzu.edu.cn/>

International Admission: <http://international.wzu.edu.cn/>

College of International Education

(Overseas Students Education & Services) : <http://cie.wzu.edu.cn/>

College of Entrepreneurship: <http://cyxy.wzu.edu.cn/>

School of Business: <http://sxy.wz2b.com/>

College of Law & Political Science: <http://fzxy.wzu.edu.cn/>

College of Physical Education: <http://tyxy.wzu.edu.cn/>
School of Foreign Studies: <http://wyxy.wzu.edu.cn/>
College of Music: <http://yyxy.wzu.edu.cn/>
College of Fine Arts & Design : <http://art.wzu.edu.cn/>
College of Mathematics & Information Science :
<http://math.wzu.edu.cn/>
College of Physics & Electronic Information Engineering :
<http://wdxxy.wzu.edu.cn/>
College of Chemistry & Material Engineering :
<http://chem.wzu.edu.cn/>
College of Life & Environmental Science: <http://shxy.wzu.edu.cn/>
College of Mechanical & Electrical Engineering :
<http://jdxxy.wzu.edu.cn/>
College of Architecture & Civil Engineering: <http://cace.wzu.edu.cn/>
International Relations Office: <http://wsc.wzu.edu.cn/>
University Library: <http://lib.wzu.edu.cn/>

D-train ticket: <http://www.12306.cn/>

Air ticket: <https://www.qunar.com/>

Wechat Public Platform

Wenzhou university

College of International Education
(Overseas Students Education & Services)



VIII. Bus Services

Chashan University Town where Wenzhou University is located is well connected with other parts of the city by bus services. Service time for most buses is 6:00-18:30.

XI. Campus Card, Internet & Bank Service

A. Campus Card

To fill in application forms, international students go to Students Affairs Office, Take the completed form and a passport photo (or the digital photo) to the Campus Card Service Point located at the first floor of Huizhan Hall on South Campus. A deposit of RMB 12 is charged to obtain the card. The balance of the card will be returned to the card holder (by showing ID for verification) when it is canceled. Campus card can be used to buy food in canteens, enter the dormitory and borrow books from library.

B. Internet Service

Internet connection via cable and wifi is available in all international student dormitories; After applied by IT department, student can go to network dealer to pay and open account.

C. Bank Service

International students can open bank accounts using their own passports. Industrial and Commercial Bank of China (ICBC) is located at the Business Center of the University Town; Bank of China (BOC), Agriculture Bank of China (ABC) and China Construction Bank (CCB) are located in Chashan town. ATM of those banks are available near the convenience store at the entrance of District A.

For international remittance, you can use Western Union which is available at BOC, ICBC, ABC and CCB banks in Chashan town.

X. Tuition & Fees

Application Fee: RMB 800

Tuition Fee:

a) Non-degree programs: RMB 6,000/semester

b) Degree programs: RMB 18,000-22,000/year

Accommodation: RMB 2,900-8,000/year (summer/winter holiday stay not included)

Water and Electricity: Charge based on actual usage

Insurance: RMB 800/year

Physical Examination: Around RMB 450

Residence Permit: RMB 800/year

Textbooks: Fees for textbooks are subject to change in accordance with the quantity of books purchased.

Exit and Entry Administration Law of the People's Republic of China

(Adopted at the 27th meeting of the Standing Committee of the Eleventh
National People's Congress on June 30, 2012)

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Chapter I

General Provisions

Article 1 In order to regulate exit/entry administration, safeguard the sovereignty, security and social order of the People's Republic of China, and promote foreign exchanges and opening to the outside world, this Law is hereby formulated.

Article 2 This Law is applicable to the administration of exit and entry of Chinese citizens, entry and exit of foreigners, stay and residence of foreigners in China, and the exit/entry border inspection of transport vehicles.

Article 3 The State protects Chinese citizens' legitimate rights and interests of exiting and entering the country.

The legitimate rights and interests of foreigners in China shall be protected by laws. Foreigners in China shall abide by the Chinese laws, and shall not endanger China's national security, harm public interests and disrupt social and public order.

Article 4 The Ministry of Public Security and the Ministry of Foreign Affairs shall, within the scope of their respective responsibilities, be responsible for administering exit/entry affairs.

Embassies and consulates of the People's Republic of China and other institutions stationed abroad entrusted by the Ministry of Foreign Affairs (hereinafter referred to as "the visa-issuing authorities abroad") shall be responsible for issuance of entry visas to foreigners. Exit/entry border inspection authorities shall be responsible for carrying out exit/entry border inspection. Public security organs under local people's governments at or above the county level and their exit/entry administrations shall be responsible for the administration of the stay and residence of foreigners.

The Ministry of Public Security and the Ministry of Foreign Affairs may, within the scope of their respective responsibilities, entrust exit/entry administrations of public security organs or foreign affairs departments under local people's governments at or above the county

level to accept foreigners' applications for entry, stay and residence in China.

In the administration of exit/entry affairs, the Ministry of Public Security and the Ministry of Foreign Affairs shall strengthen communication and cooperation, cooperate closely with relevant departments under the State Council, and exercise functions and powers and bear liabilities within the scope of their respective responsibilities in accordance with the law.

Article 5 The State shall establish a uniform exit/entry administration information platform to share information among relevant administrative departments.

Article 6 The State shall establish exit/entry border inspection authorities at the ports open to foreign countries.

Chinese citizens, foreigners as well as transport vehicles shall exit or enter China via the ports open to foreign countries, or via the places approved by the State Council or by the departments authorized by the State Council under special circumstances. Personnel and transport vehicles that exit or enter China shall be subject to exit/entry border inspection.

Exit/entry border inspection authorities shall be responsible for relevant administration work in the restricted zones of ports. On the basis of the need for safeguarding national security and maintaining the order of exit/entry administration, exit/entry border inspection authorities may conduct border inspection on the belongings of the persons who exit or enter China. When necessary, exit/entry border inspection authorities may conduct border inspection on the goods carried by transport vehicles that

exit or enter China. However, exit/entry border inspection authorities shall notify the Customs of such inspections.

Article 7 Upon approval by the State Council, the Ministry of Public Security and the Ministry of Foreign Affairs may, on the basis of the need for exit/entry administration, set forth regulations on the collection and keep of fingerprints and other biometric identification information of the persons who exit or enter China.

Where foreign governments have special regulations on issuing visas to Chinese citizens or the exit/entry administration of Chinese citizens, the Chinese government may, as the circumstances require, take corresponding and equivalent measures.

Article 8 Departments and institutions that are responsible for the exit/entry administration shall take practical measures, constantly improve service and administration, enforce laws impartially, provide convenient and efficient service and ensure the security and conveyance of the exit/entry procedures.

Chapter II

Exit and Entry of Chinese Citizens

Article 9 Chinese citizens who exit or enter China shall, in accordance with the law, apply for passports or other travel documents.

Chinese citizens bound for other countries or regions shall obtain visas or other entry permits from destination countries, unless the Chinese government has signed visa exemption agreements with the governments of those countries, or otherwise stipulated by the Ministry of Public Security and the Ministry of Foreign Affairs.

Chinese citizens who exit or enter China as seamen or work on foreign ships shall apply for seamen's certificates in accordance with the law.

Article 10 Chinese citizens who travel between the Mainland and the Hong Kong Special Administrative Region, between the Mainland and the Macao Special Administrative Region, and between the Mainland and Taiwan Region, shall apply for exit/entry permits in accordance with the law, and abide by the relevant provisions of this Law. The specific administrative measures shall be stipulated by the State Council.

Article 11 Chinese citizens who exit or enter China shall submit their exit/entry documents such as passports or other travel documents to the exit/entry border inspection authorities for examination, go through the prescribed formalities, and may exit or enter upon examination and approval.

For ports that meet relevant conditions, exit/entry border inspection authorities shall provide convenience such as special lanes for the exit and entry of Chinese citizens.

Article 12 Under any of the following circumstances, Chinese citizens are not allowed to exit China:

(1) Hold no valid exit/entry documents, or refuse or evade border inspection;

(2) Are sentenced to criminal punishments, the execution of which have not been completed, or are suspects or defendants in criminal cases;

(3) Are involved in unsettled civil cases and not allowed to exit China upon decision of the people's courts;

(4) Are subject to criminal punishment for impairing border administration, or are repatriated by other countries or regions due to

illegal exit from China, illegal residence or illegal employment, and the No-Exit-from-China period has not expired;

(5) May endanger national security or interests, and are not allowed to exit China upon decision by competent departments under the State Council;

(6) Other circumstances in which exit from China is not allowed in accordance with laws or administrative regulations.

Article 13 Chinese citizens residing abroad who desire to return to China for permanent residence shall, prior to the entry, file applications with Chinese embassies or consulates or other institutions stationed abroad entrusted by the Ministry of Foreign Affairs. They may also file such applications to the overseas Chinese affairs departments under the local people's governments at or above the county level of the proposed places of permanent residence on their own or via their relatives in China.

Article 14 When handling financial affairs or affairs involving education, medical treatment, transportation, telecommunications, social insurance or property registration, where identity certificates are required, Chinese citizens residing abroad may provide their passports for proof of identity.

Chapter III

Entry and Exit of Foreigners

Section 1

Visa

Article 15 In order to entering China, foreigners shall apply to the visa-issuing authorities stationed abroad for a visa, except as otherwise provided for in this Law.

Article 16 Visas are categorized as diplomatic visa, courtesy visa, official visa and ordinary visa.

Diplomatic or official visas shall be issued to foreigners who enter China for diplomatic or official reasons; and courtesy visas shall be issued to foreigners who are given courtesy due to their special status. The scope and measures for issuing diplomatic, courtesy and official visas shall be stipulated by the Ministry of Foreign Affairs.

Appropriate types of ordinary visa shall be issued to foreigners who enter China due to non-diplomatic or official reasons including work, study, family visit, travel, business activities and talent introduction. The types of ordinary visa and relevant issuance measures shall be stipulated by the State Council.

Article 17 The registered items of a visa shall include visa type, name, sex, date of birth, number of allowed entries, validity period of entry and duration of stay of the holder, date and place of issuance, as well as passport number or other international travel documents number.

Article 18 Foreigners who apply for visas shall submit their passports or other international travel documents, as well as information of specific application matters, to the visa-issuing authorities stationed abroad. They shall go through relevant formalities and accept interviews in accordance with the requirements of the visa-issuing authorities stationed abroad.

Article 19 Where foreigners applying for visas need to provide written invitations issued by entities or individuals within China, the applicants shall provide such invitations in accordance with the requirements of the visa-issuing authorities abroad. Entities or individuals that issue written invitations shall be liable for the fidelity of the contents.

Article 20 Foreigners who need to enter China urgently for humanitarian reasons, or are invited to enter China for urgent business or rush repair work, or have other urgent needs, and hold materials that prove the competent departments' approval of their applying for visas at port, may apply for port visas with the visa-issuing authorities entrusted by the Ministry of Public Security at the ports (hereinafter referred to as "port visa authorities") which are approved to issue port visas by the State Council.

Travel agencies that organize inbound tourism in accordance with relevant State regulations may apply for group tourist visas from port visa authorities.

Foreigners who apply to port visa authorities for visas shall submit their passports or other international travel documents, as well as relevant information of specific application matters. They shall go through relevant formalities in accordance with the requirements of the port visa authorities, and enter China at the ports where they apply for visas.

Visas issued by port visa authorities shall be single entry and the duration of stay shall not exceed 30 days.

Article 21 Under any of the following circumstances, visas shall not be issued to foreigners:

(1) Was deported, or was repatriated upon decision, and the No-Entry-into-China period has not expired;

(2) Is suffering from serious mental disorders, infectious tuberculosis or other infectious diseases that may severely jeopardize the public health;

(3) May endanger China's national security or interests, or disrupt social and public order, or engage in other illegal or criminal activities;

(4) Resort to fraudulent acts in visa application or cannot guarantee expected expenditures during their stay in China;

(5) Fail to submit relevant information required by the visa-issuing authorities; or

(6) Other circumstances in which visa authorities consider a visa should not be issued.

The visa-issuing authorities are not required to give reasons for refusing the issuance of a visa.

Article 22 Under any of the following circumstances, foreigners may be exempt from applying for visas:

(1) So exempted based on the visa exemption agreements signed by the Chinese government with the governments of other countries;

(2) Hold valid foreigners' residence permits;

(3) Hold connected passenger tickets and are in transit to a third country or region by an international aircraft, ship or train via China, will stay for not more than 24 hours in China without leaving the port of entry, or will stay in the specific zones approved by the State Council within the prescribed time limit; or

(4) Other circumstances stipulated by the State Council in which visas may be exempted.

Article 23 Where foreigners under any of the following circumstances need to enter China temporarily, they shall apply to exit/entry border inspection agencies for going through the formalities for temporary entry:

(1) Foreign seamen and their accompanying family members disembark at cities where the ports are located;

(2) Persons specified in Subparagraph (3) of Article 22 of this Law need to leave ports; or

(3) Foreigners need to enter China temporarily due to force majeure or for any other urgent reason.

The duration of stay for temporary entry shall not exceed 15 days.

For foreigners who apply for going through the formalities for temporary entry, exit/entry border inspection authorities may require such foreigners, the persons in charge of the transport vehicles used for such foreigners' entry or the agencies handling the exit/entry business for transport vehicles to provide necessary guaranty measures.

Section 2

Entry and Exit

Article 24 Foreigners who enter China shall submit their passports, other international travel documents, visas or other entry permits to the exit/entry border inspection authorities for examination, go through the prescribed formalities, and may enter upon examination and approval.

Article 25 Under any of the following circumstances, foreigners shall not be allowed to enter China:

(1) Hold no valid exit/entry documents, or refuse or evade border inspection;

(2) Are involved in any of the circumstances specified in Subparagraph (1) through (4) of the first paragraph of Article 21 of this Law;

(3) May engage in activities not conform to the types of visa after entering China; or

(4) Other circumstances in which entry is not allowed in accordance with laws or administrative regulations.

Exit/entry border inspection authorities are not required to give reasons for denying an entry.

Article 26 Exit/entry border inspection authorities shall order foreigners who are denied entry in China to return, and shall force the return of those who refuse to do so. While waiting for return, those foreigners shall not leave the restricted zones.

Article 27 Foreigners who exit China shall submit their exit/entry documents including passports or other international travel documents to the exit/entry border inspection authorities for examination, go through prescribed formalities, and may exit upon examination and approval.

Article 28 Under any of the following circumstances, foreigners shall not be allowed to exit China:

(1) Are sentenced to criminal punishments, the execution of which are not completed, or suspects or defendants in criminal cases, except those who are sentenced and transferred under relevant agreements between China and foreign countries;

(2) Are involved in unsettled civil cases and are not allowed to exit China upon decision of the people's courts;

(3) Are in arrears of paying off labor remuneration and therefore are not allowed to exit by decision of the relevant departments under the State Council or of the people's governments of provinces, autonomous regions or municipalities directly under the Central Government; or

(4) Other circumstances in which exit shall not be allowed in accordance with laws or administrative regulations.

Chapter IV

Stay and Residence of Foreigners

Section 1

Stay and Residence

Article 29 Where the duration of stay specified in a visa held by a foreigner does not exceed 180 days, the holder may stay in China within the duration specified therein.

Where the duration of stay needs to be extended, the visa holder shall file an application with the exit/entry administration of public security organ under the local people's government at or above the county level in the place of his stay seven days prior to the expiry of the duration specified in the visa, and shall submit information of specific application matters in accordance with relevant requirements. If upon examination, the reasons for extension are appropriate and sufficient, such extension shall be granted; if an extension is denied, the foreigner shall leave China on the expiry of the duration.

The accumulated length of extension shall not exceed the original duration of stay specified in the visa.

Article 30 Where visas held by foreigners specify that foreigners need to apply for residence permits after entry, such foreigners shall, within 30 days from the date of their entry, apply to the exit/entry administrations of public security organs under local people's governments at or above the county level in the proposed places of residence for foreigners' residence permits.

Applicants for foreigners' residence permits shall submit their passports or other international travel documents, as well as relevant information of specific application matters, and provide biometric

identification information such as fingerprints. The exit/entry administrations of public security organs shall, within 15 days upon the date of receipt, conduct examination and make a decision thereupon. Based on the purpose of residence, those administrations shall issue the appropriate types of foreigners' residence permits with the duration.

The validity period of a foreigner's work-type residence permit shall be 90 days at the minimum and five years at the maximum; and the validity period of a non-work-type foreigner's residence permit shall be 180 days at the minimum and five years at the maximum.

Article 31 Under any of the following circumstances, a foreigner's residence permit shall not be issued:

(1) The visa held does not belong to the type for which a foreigner's residence permit should be issued;

(2) Resorts to fraudulent acts in application;

(3) Fails to provide relevant supporting materials in accordance with relevant regulations;

(4) Is not eligible to reside in China because of violation of relevant Chinese laws or administrative regulations; or

(5) Other circumstances in which the issuing authority considers a foreigner's residence permit should not be issued.

Foreigners with expertise and foreign investors who conform to relevant State regulations or foreigners who need to change their status from stay to residence for humanitarian or other reasons, may undergo the formalities for obtaining foreigner's residence permits upon approval by the exit/entry administrations of public security organs under local people's governments at or above the city with districts.

Article 32 Foreigners residing in China who apply for the extension of the duration of residence shall, within 30 days prior to the expiry of the validity period on their residence permits, file applications with the exit/entry administrations of public security organs under local people's governments at or above the county level, and submit relevant information of specific application matters in accordance with relevant requirements. If upon examination, the reasons for extension are appropriate and sufficient, an extension shall be granted; if an extension is denied, the foreigner concerned shall leave China on the expiry of the validity period specified in their residence permits.

Article 33 The registered items of a foreign residence permit shall include name, sex, date of birth, reason for residence and duration of residence of the holder, date and place of issuance, passport number or other international travel documents number.

Where the registered item in a foreigner's residence permit has changed, the holder shall, within 10 days from the date of change, apply to the exit/entry administration of public security organ under the local people's government at or above the county level in the place of residence for going through the formalities for alteration.

Article 34 Where visa-exempt foreigners need to stay in China longer than the visa-free period, or foreign seamen and their accompanying family members need to leave the cities where the ports are located, or under other circumstances in which foreigners' stay permits should be applied for, they shall apply for such permits in accordance with relevant regulations.

The maximum validity period of a foreigner's stay permit shall be 180 days.

Article 35 Where ordinary visas, stay or residence permits held by foreigners need to be reissued due to damage, loss, theft, robbery or other reasons in compliance with relevant State regulations after foreigners enter China, those foreigners shall apply for a reissue with the exit/entry administrations of public security organs under local people's governments at or above the county level in the places of stay or residence in accordance with relevant regulations.

Article 36 Decisions made by the exit/entry administration of public security organ on rejecting applications for visa extension or reissuance, or on not issuing foreigners' stay or residence permits or not extending the duration of residence shall be final.

Article 37 Foreigners who stay or reside in China shall not engage in activities not corresponding to the purpose of stay or residence, and shall leave China prior to the expiry of the prescribed duration of stay or residence.

Article 38 Foreigners having reached the age of 16 who stay or reside in China shall carry with them their passports or other international travel documents, or foreigners' stay or residence permits, and accept the inspection of public security organs.

Foreigners who reside in China shall, within the prescribed time limit, submit foreigners' residence permits to public security organs under local people's governments at or above the county level in the places of residence for examination.

Article 39 Where foreigners stay in hotels in China, the hotels shall register their accommodation in accordance with the regulations on the public security administration of the hotel industry, and submit

foreigners' accommodation registration information to the public security organs in the places where the hotels are located.

For foreigners who reside or stay in domiciles other than hotels, they or the persons who accommodate them shall, within 24 hours after the foreigners' arrival, go through the registration formalities with the public security organs in the places of residence.

Article 40 For foreign infants born in China, their parents or agents shall, within 60 days after they are born, on the strength of the birth certificates, go through the formalities for stay or residence registration for them with the exit/entry administrations of public security organs under people's governments at or above the county level in the places of their parents' stay or residence.

For foreigners who decease in China, their relatives, guardians or agents shall, in accordance with relevant regulations, on the strength of the death certificates, report their death to the exit/entry administrations of the public security organs under local people's governments at or above the county level to cancel their stay or residence permits.

Article 41 Foreigners who work in China shall obtain work permits and work-type residence permits in accordance with relevant regulations. No entities or individuals shall employ foreigners who have no work permits or work-type residence permits.

The administrative measures for foreigners working in China shall be stipulated by the State Council.

Article 42 The competent department of human resources and social security and the competent department in charge of foreign experts affairs under the State Council shall, in conjunction with relevant departments under the State Council, formulate and regularly adjust the guiding

catalogue for foreigners working in China based on the needs for economic and social development as well as the supply and demand of human resources.

The competent department of education under the State Council shall, in conjunction with relevant departments under the State Council, establish an administrative system for foreign students working to support their study in China and set forth regulations on the scope of jobs and the limit of work time for such foreign students.

Article 43 Any of the following acts of foreigners shall be deemed unlawful employment:

(1) Work in China without obtaining work permits or work-type residence permits in accordance with relevant regulations;

(2) Work in China beyond the scope prescribed in the work permits;
or

(3) Foreign students work in violation of the regulations on the administration of foreign students working to support their study in China and work beyond the prescribed scope of jobs or prescribed time limit.

Article 44 On the basis of the need for maintaining national security and public security, public security organs and national security organs may impose restrictions on foreigners and foreign institutions from establishing places of residence or work in certain areas; and may order that established places of residence or work be relocated within a prescribed time limit.

Without approval, foreigners shall not access foreigner-restricted areas.

Article 45 Entities that employ foreigners or enroll foreign students shall report relevant information to local public security organs in accordance with relevant regulations.

Citizens, legal persons or other organizations who find foreigners illegal enter, reside or work in China shall duly report such matter to the local public security organs.

Article 46 Foreigners applying for refugee status may, during the screening process, stay in China on the strength of temporary identity certificates issued by public security organs; foreigners who are recognized as refugees may stay or reside in China on the strength of refugee identity certificates issued by public security organs.

Section 2

Permanent Residence

Article 47 Foreigners who have made remarkable contribution to China's economic and social development or meet other conditions for permanent residence in China may obtain permanent residence status upon application approved by the Ministry of Public Security.

The administrative measures for examination and approval of foreigners' permanent residence in China shall be stipulated by the Ministry of Public Security and the Ministry of Foreign Affairs in conjunction with relevant departments under the State Council.

Article 48 Foreigners who have obtained permanent residence status may reside or work in China on the strength of permanent residence permits, and exit or enter China on the strength of their passports and permanent residence permits.

Article 49 Where foreigners fall under any of the following circumstances, the Ministry of Public Security shall decide to cancel their permanent residence status in China:

- (1) Endanger China's national security or interests;
- (2) Are deported;
- (3) Obtain permanent residence status in China by fraudulent acts;
- (4) Fail to reside in China for the prescribed time limit; or
- (5) Other circumstances in which foreigners are not eligible to reside in China permanently.

Chapter V

Border Inspection of Transport Vehicles Exiting/Entering China

Article 50 Transport vehicles that exit or enter China shall be subject to border inspection when leaving or arriving at ports. Border inspection of entering transport vehicles shall be conducted at the first arriving port in China; border inspection of exiting transport vehicles shall be conducted at the last port when they leave China. Under special circumstances, border inspection may be conducted in places designated by competent authorities.

Without the permission of exit/entry border inspection authorities in accordance with prescribed procedures, transport vehicles that exit China shall not embark or disembark passengers, or load and unload goods or articles between exit inspection and exit, and nor shall transport vehicles that enter China do so between entry and entry inspection.

Article 51 Persons in charge of transport vehicles or agencies handling the exit/entry business for transport vehicles shall, in accordance with relevant regulations, report to the exit/entry border inspection

authorities in advance on the entering or exiting transport vehicles' time of arrival at or departure from the port and the places of stay, and truthfully declare information including staff, passengers, goods and articles.

Article 52 Persons in charge of transport vehicles or agencies handling the exit/entry business for transport vehicles shall provide cooperation in exit/entry border inspection, and shall immediately report any violations of this Law found thereby and give assistance in the investigation and handling of such violations.

Where transport vehicles that enter China carry persons who are not allowed to enter China, the persons in charge of the transport vehicles shall be responsible for their leaving.

Article 53 Exit/entry border inspection authorities shall supervise transport vehicles that exit or enter China under any of the following circumstances:

(1) Between exit border inspection and exit for transport vehicles that exit China, and between entry and entry border inspection for transport vehicles that enter China;

(2) When foreign ships navigate in China's inland waters; or

(3) Other circumstances in which supervision is necessary.

Article 54 Persons who need to embark on or disembark from foreign ships for reasons such as goods loading or unloading, maintenance operations or visit shall apply to exit/entry border inspection authorities for boarding pass.

Where a Chinese ship needs to berth alongside a foreign ship, or a foreign ship needs to berth alongside another foreign ship, the captain or the agency handling the exit/entry business for relevant transport vehicles

shall apply to the exit/entry border inspection authority for going through formalities for berth.

Article 55 Foreign ships and aircrafts shall navigate according to prescribed routes.

Ships and aircrafts that exit or enter China shall not access areas outside the ports open to foreign countries. The aforesaid ships or aircrafts that access such areas due to unforeseeable emergencies or force majeure shall immediately report to the nearest exit/entry border inspection authority or local public security organ, and accept supervision and administration.

Article 56 Under any of the following circumstances, transport vehicles shall be not allowed to exit or enter China; those that have left ports may be ordered to return:

(1) Exit or enter China without examination and approval when leaving or arriving at port;

(2) Change the port of exit or entry without approval;

(3) Are suspected of carrying persons who are not allowed to exit or enter China and therefore need to be inspected and verified;

(4) Are suspected of carrying articles endangering national security or interests or disrupting social or public order and therefore need to be inspected and verified; or

(5) Other circumstances in which transport vehicles refuse to subject themselves to exit/entry border inspection authorities' administration.

After the circumstances specified in the preceding paragraph disappear, exit/entry border inspection authorities shall immediately release relevant transport vehicles.

Article 57 Agencies handling the exit/entry business for transport vehicles shall file records with exit/entry border inspection authorities. For agents engaging in such a business, the entities they work for shall file relevant records for them with exit/entry border inspection authorities.

Chapter VI

Investigation and Repatriation

Article 58 Measures for on-the-spot interrogation, continued interrogation, detention for investigation, movement restriction and repatriation prescribed in this Chapter shall be enforced by public security organs under local people's governments at or above the county level or by exit/entry border inspection authorities.

Article 59 Persons suspected of violating the regulations on exit/entry administration may be interrogated on the spot; upon on-the-spot interrogation, the aforesaid persons may be interrogated in continuation in accordance with the law under any of the following circumstances:

- (1) Are suspected of illegally exiting or entering China;
- (2) Are suspected of assisting others in illegally exiting or entering China;
- (3) Are foreigners suspected of illegally residing or working in China; or
- (4) Are suspected of endangering national security or interests, disrupting social or public order, or engaging in other illegal or criminal activities.

On-the-spot interrogation and continued interrogation shall be conducted in accordance with the procedures prescribed in the People's Police Law of the People's Republic of China.

Where public security organs under local people's governments at or above the county level or exit/entry border inspection authorities need to summon the persons suspected of violating the regulations on exit/entry administration, they shall handle the matter in accordance with the relevant regulations of the Law of the People's Republic of China on Penalties for Administration of Public Security.

Article 60 Where foreigners involved in any of the circumstances specified in the first paragraph of Article 59 of this Law cannot be cleared of suspicion after on-the-spot interrogation or continued interrogation and therefore need to be further investigated, he may be detained for investigation.

When detaining a foreigner for investigation, the authority concerned shall present a written decision on detention for investigation and shall interrogate the detained foreigner within 24 hours. Where the aforesaid organ finds that a foreigner should not be detained for investigation, it shall immediately release him from detention for investigation.

The period of detention for investigation shall not exceed 30 days; for complicated cases, the period may be extended to 60 days upon approval by the public security organs under the local people's governments at the next higher level or by the exit/entry border inspection authorities at the next higher level. For foreigners whose nationalities and identities are unknown, the period of detention for

investigation shall be calculated from the date when their nationalities and identities are found out.

Article 61 Under any of the following circumstances, detention for investigation is not applicable to foreigners, however, their movements may be restricted:

- (1) Suffer from serious diseases;
- (2) Are pregnant or breast-feeding their own infants under one year of age;
- (3) Are under 16 years of age or have reached the age of 70; or
- (4) Other circumstances in which detention for investigation should not be applied.

Foreigners whose movements are restricted shall subject themselves to investigation as required, and shall not leave the restricted zones without approval of public security organs. The period of movement restriction shall not exceed 60 days. For foreigners whose nationalities and identities are unknown, the period of movement restriction shall be calculated from the date when their nationalities and identities are found out.

Article 62 Under any of the following circumstances, foreigners may be repatriated:

- (1) Are ordered to exit China within a prescribed time limit but fail to do so;
- (2) Are involved in circumstances in which they are not allowed to enter China;
- (3) Illegally reside or work in China; or
- (4) Need to be repatriated for violation of this Law or other laws or administrative regulations.

Other overseas personnel who fall under any of the circumstances prescribed in the preceding paragraph may be repatriated in accordance with the law.

Repatriated persons shall not be allowed to enter China for one to five years, calculating from the date of repatriation.

Article 63 Persons who are detained for investigation or who are to be repatriated upon decision but cannot be repatriated promptly shall be held in custody in detention houses or places of repatriation.

Article 64 Foreigners dissatisfied with the measure imposed on them in accordance with this Law, such as continued interrogation, detention for investigation, movement restriction or repatriation, may apply for administrative reconsideration in accordance with the law, and the administrative reconsideration decision shall be final.

Where other overseas personnel dissatisfied with the decision of repatriation imposed on them in accordance with this Law apply for administrative reconsideration, the provisions in the preceding paragraph are applicable.

Article 65 Where persons are not allowed to exit or enter China upon decisions made in accordance with the law, the decision-making authorities shall duly inform the exit/entry border inspection authorities of such decisions in accordance with relevant regulations; where the circumstances in which the persons are not allowed to exit or enter China disappear, the decision-making authorities shall duly cancel the aforesaid decisions and inform exit/entry border inspection authorities of the cancellation.

Article 66 On the basis of the need for safeguarding national security and maintaining the order of exit/entry administration, exit/entry

border inspection authorities may, when necessary, search the persons entering and exiting the country. Personal Search shall be conducted by two border inspectors who are the same sex as the persons subject to the search.

Article 67 In such cases that the exit/entry documents such as visas or foreigners' stay or residence permits are damaged, lost or stolen, or that after the issuance of such documents, the holders are found not eligible for being issued such documents, the issuing authorities shall declare the aforesaid documents void.

Exit/entry documents which are forged, altered, obtained by fraudulent means or are declared void by issuing authorities shall be invalid.

Public security organs may cancel or confiscate the exit/entry documents prescribed in the preceding paragraph or used fraudulently by persons other than the specified holders.

Article 68 Public security organs may seize the transport vehicles used to organize, transport or assist others in illegally exiting or entering China as well as the articles needed as evidence in handling the cases.

Public security organs shall seize banned articles, documents and data involving state secrets, as well as tools used in activities violating the regulations on exit/entry administration, and handle them in accordance with relevant laws or administrative regulations.

Article 69 The authenticity of exit/entry documents shall be determined by the issuing authorities, the exit/entry border inspection authorities or the exit/entry administrations of public security organs.

Chapter VII

Legal Liabilities

Article 70 Unless otherwise provided for in this Chapter, the administrative penalties prescribed in this Chapter shall be decided by the public security organs under local people's governments at or above the county level or the exit/entry border inspection authorities. Penalties involving the imposition of warnings or fines of not more than RMB 5,000 yuan may be decided by the exit/entry administrations of public security organs under local people's governments at or above the county level.

Article 71 Persons who commit any of the following acts shall be fined not less than RMB 1,000 yuan but not more than RMB 5,000 yuan; where circumstances are serious, such persons shall be detained for not less than five days but not more ten days and may also be fined not less than RMB 2,000 yuan but not more than RMB 10,000 yuan.

- (1) Exit or enter China with forged, altered or fraudulently obtained exit/entry documents;
- (2) Exit or enter China using others' exit/entry documents;
- (3) Evade exit/entry border inspection; or
- (4) Illegally exit or enter China in any other way.

Article 72 Persons who assist others in illegally exiting or entering China shall be fined not less than RMB 2,000 yuan but not more than RMB 10,000 yuan; where circumstances are serious, they shall be detained for not less than 10 days but not more than 15 days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan, and the illegal gains, if any, shall be confiscated.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan, with the illegal gains confiscated if there are any; and the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

Article 73 Persons who obtain exit/entry documents such as visas or stay or residence permits by resorting to fraudulent acts shall be fined not less than RMB 2,000 yuan but not more than RMB 5,000 yuan; where circumstances are serious, they shall be detained for not less than 10 days but not more than 15 days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan; and the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

Article 74 Persons who issue written invitations or other application materials to foreigners in violation of this Law shall be fined not less than RMB 5,000 yuan but not more than RMB 10,000 yuan, with the illegal gains confiscated if there are any, and shall also be ordered to bear exit expenses of the invited foreigners.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan, with the illegal gains confiscated if there are any, and shall also be ordered to bear exit expenses of the invited foreigners; the persons in charge of the entities who are directly responsible and

other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

Article 75 Where Chinese citizens are repatriated due to illegally going to other countries or regions after exiting China, exit/entry border inspection authorities shall confiscate their exit/entry documents. Exit/entry document issuing authorities shall refuse to issue new exit/entry documents to such citizens for a period ranging from six months to three years calculating from the date of their repatriation.

Article 76 Under any of the following circumstances, a warning shall be given, and a fine of not more than RMB 2,000 yuan may also be imposed:

(1) Foreigners refuse to accept examination of their exit/entry documents by public security organs;

(2) Foreigners refuse to submit their residence permits for examination;

(3) Persons concerned fail to go through the formalities for foreigners' birth registration or death declaration in accordance with relevant regulations;

(4) Foreigners fail to go through the formalities for altering registration in accordance with the relevant regulations when there is any change in the registered items in their residence permits;

(5) Foreigners in China use others' exit/entry documents; or

(6) Persons concerned fail to go through registration formalities in accordance with the provisions in the second paragraph of Article 39 of this Law.

Hotels that fail to process accommodation registration for foreigners shall be punished in accordance with the relevant provisions of the Law

of the People's Republic of China on Penalties for Administration of Public Security; hotels that fail to submit foreigners' accommodation registration information to public security organs shall be given a warning; where circumstances are serious, such hotels shall be fined not less than RMB 1,000 yuan but not more than RMB 5,000 yuan.

Article 77 Foreigners accessing foreigner-restricted areas without approval shall be ordered to leave promptly; where circumstances are serious, such foreigners shall be detained for not less than five days but not more than ten days. The text records, audio-visual data, electronic data and other articles illegally obtained thereof by the foreigners shall be confiscated or destroyed, and the tools used for the aforementioned purposes shall be confiscated.

Foreigners or foreign institutions refusing to execute decisions made by public security organs or national security organs ordering them to relocate within a prescribed time limit shall be given a warning and be relocated mandatorily; where circumstances are serious, relevant responsible persons shall be detained for not less than five days but not more than fifteen days.

Article 78 Foreigners who reside in China illegally shall be given a warning; where circumstances are serious, they shall be imposed with a fine of RMB 500 yuan per day, with a cap of RMB 10,000 yuan in total, or be detained for not less than five days but not more than 15 days.

Where guardians or other persons responsible for guardianship fail to perform the guardian obligation and result in foreigners below 16 years of age residing in China illegally, the said guardians or other obligated persons shall be given a warning and may also be fined not more than RMB 1,000 yuan.

Article 79 Persons harboring or hiding foreigners who illegally enter or reside in China, or assisting such foreigners in evading inspection, or providing, in violation of the law, exit/entry documents for foreigners who illegally reside in China shall be fined not less than RMB 2,000 yuan but not more than RMB 10,000 yuan; where circumstances are serious, such persons shall be detained for not less than five days but not more than fifteen days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan, with the illegal gains confiscated if there are any.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan, with the illegal gains confiscated if there are any; and the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

Article 80 Foreigners who work in China illegally shall be fined not less than RMB 5,000 but not more than RMB 20,000 yuan; where circumstances are serious, they shall be detained for not less than five days but not more than fifteen days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan.

Persons who introduce jobs to ineligible foreigners shall be fined RMB 5,000 yuan for each job illegally introduced to one foreigner, with a cap of not more than RMB 50,000 yuan in total; and entities that introduce jobs to ineligible foreigners shall be fined RMB 5,000 yuan for each job illegally introduced to one foreigner, with a cap of RMB 100,000 yuan in total; and the illegal gains, if any, shall be confiscated.

Individuals or entities that illegally employ foreigners shall be fined RMB 10,000 yuan for each illegally employed foreigner, with a cap of RMB 100,000 yuan in total; and the illegal gains, if any, shall be confiscated.

Article 81 Where foreigners engage in activities not corresponding to the purposes of stay or residence, or otherwise violate the laws or regulations of China, which makes them no longer eligible to stay or reside in China, they may be ordered to exit China within a time limit.

Where a foreigner's violation of this Law is serious but does not constitute a crime, the Ministry of Public Security may deport them. The penalty decision made by the Ministry of Public Security shall be final.

Deported foreigners shall not be allowed to enter China within 10 years calculating from the date of deportation.

Article 82 Under any of the following circumstances, relevant persons shall be given a warning and may also be fined not more than RMB 2,000 yuan:

- (1) Disrupt the administrative order of the restricted zones of ports;
- (2) Foreign seamen or their accompanying family members disembark without going through the formalities for temporary entry; or
- (3) Embark on or disembark from foreign ships without obtaining boarding passes.

Persons who violate Subparagraph (1) of the preceding paragraph may be detained for not less than five days but not more than ten days if the circumstances are serious.

Article 83 Where transport vehicles fall under any of the following circumstances, the persons in charge of the transport vehicles shall be

fined not less than RMB 5,000 yuan but not more than RMB 50,000 yuan:

(1) Exit or enter China without examination and approval, or change the ports of exit or entry without approval;

(2) Fail to truthfully declare information of staff, passengers, goods or articles, or refuse to assist in exit/entry border inspection; or

(3) Embark or disembark passengers, or load or unload goods or articles in violation of the regulations on exit/entry border inspection.

Transport vehicles that exit or enter China carrying persons who are not allowed to exit or enter China shall be fined not less than RMB 5,000 yuan but not more than RMB 10,000 yuan for each aforesaid person carried. Where the persons in charge of the transport vehicles prove that they have taken reasonable preventative measures, they may be given mitigated penalties or be exempt from penalties.

Article 84 Where transport vehicles fall under any of the following circumstances, the persons in charge of the transport vehicles shall be fined not less than RMB 2,000 yuan but not more than RMB 20,000 yuan:

(1) Chinese or foreign ships berth alongside foreign ships without approval;

(2) Foreign ships or aircrafts fail to navigate according to the prescribed routes in China; or

(3) Ships and aircrafts that exit or enter China access areas outside the ports open to foreign countries.

Article 85 Where staff members performing the duty of exit/entry administration commit any of the following acts, they shall be given disciplinary sanctions in accordance with the law:

(1) In violation of laws or administrative regulations, issue exit/entry documents such as visas or stay or residence permits to foreigners who do not meet the prescribed conditions;

(2) In violation of laws or administrative regulations, examine and allow the exit or entry of persons or transport vehicles that do not meet the prescribed conditions;

(3) Divulge personal information gained in exit/entry administration work and infringing the legitimate rights and interests of relevant parties;

(4) Fail to turn over in accordance with relevant regulations to the State Treasury the fees, fines or illegal gains or property that are collected or confiscated in accordance with the law;

(5) Privately share, encroach on or misappropriate the funds or articles confiscated or seized or the fees collected; or

(6) Other failures in performing statutory duties in accordance with the law, such as abuse of power, dereliction of duty, or resorting to malpractice for personal gain.

Article 86 In the case of violation of regulations on exit/entry administration and that a fine of not more than RMB 500 yuan should be imposed, the exit/entry border inspection authorities may make a penalty decision on the spot.

Article 87 Persons or entities that are fined for violation of regulations on exit/entry administration shall pay their fines in the designated banks within 15 days from the date of receiving the written decision on penalty. Where it is difficult to collect fines after a fine is imposed because the person or entity subject to penalty has no fixed domicile in the place where the fine is imposed or it is difficult to pay

fine to the designated bank at the port, the fine may be collected on the spot.

Article 88 Where a violation of this Law constitutes a crime, criminal liabilities shall be investigated in accordance with the law.

Chapter VIII

Supplementary Provisions

Article 89 Definitions of the following terms mentioned in this Law: Exit refers to leaving the Chinese mainland for other countries or regions, for the Hong Kong Special Administrative Region or the Macao Special Administrative Region, or for Taiwan Region.

Entry refers to entering the Chinese mainland from other countries or regions, from the Hong Kong Special Administrative Region or the Macao Special Administrative Region, or from Taiwan Region.

Foreigners refer to persons without Chinese nationality.

Article 90 Upon approval by the State Council, provinces and autonomous regions bordering on neighboring countries may, in accordance with the boundary administration agreements signed by China with relevant countries, formulate local regulations or local government rules to regulate the association of residents in border areas of the two countries.

Article 91 Where there are other regulations on the administration of the entry/exit, stay or residence of the members of foreign diplomatic and consular missions in China, or the entry/exit, stay or residence of other foreigners who enjoy diplomatic privileges and immunities, these regulations shall prevail.

Article 92 Foreigners who apply for exit/entry documents such as visas or foreigner stay or residence permits or apply for document extension or alteration shall pay visa fees or document fees in accordance with relevant regulations.

Article 93 This Law shall come into force as of July 1, 2013. The Law of the People's Republic of China on the Entry and Exit Administration of Foreigners and the Law of the People's Republic of China on the Entry and Exit Administration of Chinese Citizens shall be annulled simultaneously.