



CUPL Fact Sheet

Academic year 2021

BEFORE YOUR ARRIVAL

APPLICATION

Application Procedure

※Students who wish to study at CUPL as an exchange student must first be selected by your home university.

※Partner universities will contact our exchange program officer Ms. Zoe YIN (tw_yinyijun@126.com) by e-mail and nominate students. Please send the **nominate information** before the deadlines below:

Spring Semester(February-June): **November 10th**

Fall Semester(September-January): **May 10th**

※After the nomination by the partner's University, students must hand in the **application documents** via e-mail before the deadlines below:

Spring Semester(February-June): **November 15th**

Fall Semester(September-January): **May 15th**

※When students hand in all the application materials, School of International Education will post JW202 form and admission letter for students to apply for X2 visa. Please note that it will take ONE to TWO MONTHS to issue JW202 form and admission letter since we get your application. Please also note that from mid January to late February is our winter vacation, from early July to late August is our summer vacation. School of International Education will close during both vacations.

Application Documents

Student Application Form & Copy of main page of passport

1 passport size photo with white background & Copy of Physical Examination Form

Language Requirements

Students wishing to have good performance at school. Students are required to have good command in English and can finish dissertation in English.

Course Description

CUPL offers Law courses taught in English and Chinese language classes.

Fees

Accommodation fee:

Xueyuan Lu campus: 900RMB/year

Changping campus: 5250RMB/year.

Insurance fee: 400RMB/semester

Living expenses: 2000-4000RMB/month

HOW TO GET TO CUPL?



A. Xueyuan Lu Campus:

(For students studying courses taught in English and Chinese language classes.)

北京市海淀区西土城路25号 中国政法大学（东门）



B. Changping Campus:

(For students studying courses taught in Chinese and Chinese language classes.)

北京市昌平区府学路27号 中国政法大学

The two best ways suggested :

1. Taxi:

A. Route: “Capital Airport” to “Xue yuanlu Campus of CUPL”

Taxi fare: approximately 150 RMB

B. Route: “Capital Airport”to “Changping Campus of CUPL”

Taxi fare: approximately 200 RMB

2. Airport Shuttle

A. to Xueyuan Lu Campus:

- Take “ **Line** ”Shou du Jichang（首都机场）→Gongzhufen (公主坟)”
- From Station “the Capital Airport Terminal 3”（首都机场第三航站楼站)to Station “Ji Men Qiao”（蓟门桥站）
- Get off at “Ji Men Qiao” Station (蓟门桥站)

Bus fee: around 30 RMB

B. To Changping campus:

We do not suggest students take subway or bus from airport to Changping campus due to the distance and transferring among subway lines and stations. However if you need the information, you can WRITE TO ME, I will tell you the specific transport ways.

Wechat is quite convenient and popular in China, friend us if you need! (Please scan the QR code)



Contact Person: Zoe(Ms.)

Tel: +86 010 58908237

Wechat Account: yijun0920

DURING YOUR STAY

ARRIVAL

Upon arrival at CUPL, several administrative procedures need to be carried out. They should be done in the following order.

- 1.Registration
- 2.Accommodation Service Center
- 3.Orientation

Registration (For students studying courses taught in English)

In order to complete your registration, you must go to the International office with the following documents:

- 1.Passport and Valid Visa
- 2.JW202 Form
- 3.Admission Notice
- 4.1 Passport Size Photo
- 5.Physical Examination Form and blood test report

You will get some documents and materials:

- 1.Registration Form
- 2.Orientation Information
- 3.Student Card
- 4.Campus Map
- 5.Student Handbook
- 6.Campus Internet
- 7.Health Insurance Card (MOE requires all international students buy insurance when register. The insurance is mainly for accident. It will cost you 400 RMB for 6 months.)

Accommodation

You DO NOT need to apply for accommodation beforehand, you can receive a dorm as soon as you arrive at the campus during working time. You will get a dorm key when you go to the accommodation office to complete the register.

You HAVE TO put your passport into accommodation office within 24 hours when you come to CUPL. Since our staff will go to the police station to help our exchange students finish the accommodation registration form.

An Accommodation Agreement must be signed, which states the rights and obligation of both parties (the School of International Education and student) before you receive your room.

Downtown campus:

Shared room (two persons) NO SINGLE ROOM
Shared bathroom with CUPL Chinese students on every floor
No bedding and mattress
No cooking facilities



Changping campus:

Standard room with four beds.
Private bathroom with 24 hours hot water.
No cooking facilities.



Living off the campus:

You are completely responsible for your own safety while living off the campus.
We do not offer any house renting services.

Orientation

There is an orientation for exchange students during the first week. Our students can get specific orientation information when register.

At The End of Your Stay

DEPARTURE

The end of your stay at CUPL requires you to carry out a series of administrative procedures. They should be done in the following order.

1. CUPL Departure Form
2. Return Dorm Key and Shower Card
3. Transcript of Records

CUPL Departure Form

You need to go to the international office (A1101 in Keyan Building) to fill in the CUPL Departure Form and Course List Form before leaving CUPL.

Return Your Dorm Key and Shower Card

You must return your dorm key and shower card to accommodation office (A206 in Dorm Building) before leaving CUPL.

Note: Students **CAN NOT** live in campus when the semester ends.

Transcript of Records

Your exam results will be sent to the International Office. Our Staff will make transcript of records and send you the soft copy. Partner University will receive the transcript of records stating the final grade and credits at the beginning of the next semester. Please let teacher assistants and Zoe know earlier if you need the transcript of records before the exchange period ends. We can not make transcript of records during holidays.

NOTE:

More information please check our school website.

Exchange program: <http://sis.cupl.edu.cn/info/1053/1206.htm>

Visa: <http://sis.cupl.edu.cn/English/Orientation/Visa.htm>

Accommodation: <http://sis.cupl.edu.cn/English/Orientation/Accommodation.htm>

Newsletter: http://sis.cupl.edu.cn/English/Current_Studies/Newsletter1/a2018.htm

COURSE & VISA

COURSE

The 1st week is our register week. Your attendance in the 2nd week WILL NOT count towards your final assessment. Course Registration is in the 3rd week. The final attendance list will be made according to your attendance in the prior weeks (from the 3rd week to the end of the course).

Note: After your registration, your name will be on the attendance list. Please remember to sign it EVERY TIME since you registered the class. The attendance is very important to your final grades. Most courses will set up wechat group to inform some important information. Please make sure you are in the wechat groups and keep in touch with teacher assistants.

Course Load

1. Law courses taught in English are 2 CUPL Credits/32 Credit Hours.
2. Workload for one semester: CUPL doesn't have specific requirements of workload for our exchange students. The workload depends on your home university.
3. Regular workload for exchange students: 3 - 5 Law courses.

VISA

1. Students study at CUPL for one semester MUST apply for X2 visa. CUPL only can help students get twice entries after arrival.
2. It is IMPOSSIBLE for us to renew X1 visa for students who study at CUPL less than 180 days, so DO NOT apply for X1 visa if you study at CUPL for one semester.
3. Students study at CUPL for one year MUST apply for X1 visa. CUPL will help you apply for residence permit after your arrival.

INTERNSHIP

Exchange students are limited to do an internship during the exchange period with X2 visa.

Contact Information

School of International Education

Keyan Building (A4) Room A1101 (11th Floor)

Working Hours: 8:30--11:30am 14:00-17:00pm

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<http://sis.cupl.edu.cn/English/Home.htm>

Contact Person

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