



復旦大學 管理学院  
SCHOOL OF MANAGEMENT  
FUDAN UNIVERSITY

# International Exchange Guide

2019 edition



A unique exposure to global business  
in the most dynamic city



SCHOOL OF MANAGEMENT, FUDAN UNIVERSITY

## INTERNATIONAL EXCHANGE GUIDE

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# CHOOSING FDSM



# | Why study here?

## Great Location with a Global Lens

School of Management, Fudan University (FDSM) is located in Shanghai, the most international and vibrant city in China, also a financial center and a cultural hub. There are headquarters and regional offices of plenty of national and multinational companies, nonprofits and organizations, which means an exciting opportunity for business students to make connections to potential employers or partners. Convenient public transportation and living facilities have created a friendlier environment for international students studying at FDSM.

## Renowned University and Top-Ranked Programs

As a century-old university, Fudan is ranked among top 5 in China and top 100 in the world. As a

member of the PIM network, FDSM has extensive links to over 100 world-leading partner schools. Accredited by AACSB and EQUIS, the School remains steadily among the world's top 50 on the MBA and EMBA rankings of *Financial Times*, and remained among the world's top 100 and No. 1 in mainland China on the UTD Worldwide Business School Research Rankings.

## Extensive Academic and After School Extracurricular Offerings

FDSM offers the students a comprehensive academic experience. Exchange students will have the opportunity to choose courses from the extensive course catalog from the university, as well as our international collaborated programs. Paired with local student buddies, exchange students can also get access to wide variety of on-campus events and seminars. Curriculum-related internship is allowed and exchange students can also join on-campus talks and seminars.

**“As for me, the exchange semester at Fudan University was a complete success: studying in an international context at a prestigious university and living in an exciting city in a different culture was a highly valuable experience.”**

**----- Timo Hansen, graduate exchange student from University of Münster**



## A glance at Fudan



### NAME

“Fudan” found its lexical origin in the quotation “heavenly light shines day after day” taken from Shang Shu Da Zhuan (Scholia of the Collection of Archaic Texts). The name indicates Fudan University’s inexhaustible self-reliance and industriousness.

### MOTTO

“Rich in knowledge and tenacious of purpose, inquiring with earnestness and reflecting with self-practice”, taken from Lun Yu (The Analects of Confucius).

### SCHOOLS & DEPARTMENTS

Fudan consists of 32 departments directly under the university, and over 300 research institutes centers.

### STUDENTS

Fudan now has an enrollment of 13,136 undergraduate students, 17,884 graduate students, and 3,373 international students.

### FACULTY

Fudan boasts a qualified faculty of 2,838 full-time members, including 42 academicians of the Chinese Academy of Sciences and the Chinese Academy of Engineering, 126 well-known scholars from the National Talent Program and other prestigious adjunct professors both from academics and industries.



# | Timeline of FDSM history

## ◎ 1917

With the launching of its business discipline, Fudan became the first Chinese university that established the educational system of modern business administration

## ◎ 1920

Department of Business Administration was established

## ◎ 1929

School of Business was established

## ◎ 1952

Due to national reform of higher education, business education at Fudan was suspended

## ◎ 1977

Fudan resumed its management education and admitted the first batch of undergraduates majoring in management

## ◎ 1979

Department of Management Science was established

## ◎ 1985

School of Management was re-established with 2 departments and 1 executive training center

## ◎ 1991

Fudan launched its MBA Program as one of the first 9 universities in China

## ◎ 1996

BI Norwegian School of Management (now BI Norwegian Business School) - Fudan University MBA Program was launched

## ◎ 1997

Fudan University International MBA Program was launched in collaboration with MIT Sloan School of Management

## ◎ 1998

HKU-Fudan University MBA (International) Program was launched

## ◎ 2002

Washington University in St. Louis – Fudan University EMBA Program was launched. And Fudan launched its EMBA Program as one of the first 30 universities in China

## ◎ 2006

DDIM Program was launched in collaboration with Bocconi and Luiss of Italy



## ◎ 2008

S3 Asia MBA Program was launched jointly with Korea University and National University of Singapore

## ◎ 2010

The School obtained the prestigious EQUIS (European Quality Improvement System) and AACSB (The Association to Advance Collegiate Schools of Business) accreditations at the record-breaking pace; Fudan University-Taiwan University Double Degree EMBA Program was launched; City University of Hong Kong-Fudan University DBA Program was launched

## ◎ 2012

The School had 3 EMBA programs being ranked as the global top 100 by the *Financial Times*. Also the School became the first university affiliated business school in Mainland China being awarded the EQUIS Accreditation for a period of 5 years

## ◎ 2013

Fudan IMBA Program achieves the global top 100 ranking by the *Financial Times*; The 1st International Advisory Board is officially established; The Zhengli Campus Project is launched

## ◎ 2014

Jointly launched the Global MiM double degree program with LBS

## ◎ 2015

30th Anniversary of the School's re-establishment; First B-School in Mainland China ranked in the UTD Top 100 Business School Research Ranking

## ◎ 2016

The School's 5 EMBA / MBA program were ranked *Financial Times* top 50

## ◎ 2017

100th anniversary of business education at Fudan; 5-year EQUIS re-accreditation achieved for the 3rd time

# 8 EIGHT DEPARTMENTS



**27** inter-disciplinary research centers (institutes)

**4** post-doctoral mobile stations

**5** doctoral degree programs (Research Areas)

**12** doctoral degree programs (Specific Tracks)

**5** MSc degree programs (Research Areas)

**17** MSc degree programs (Specific Tracks)

**4** professional master's degree programs

**7** undergraduate programs

"Best experience ever. I really wish I could redo the whole study abroad experience."

----- Crystal Lu,  
undergraduate exchange  
student from University of  
Southern California



## Eligibility

### Undergraduate Exchange

To be on BBA or relevant programs with junior or above levels selected by the partner schools

### Graduate / MBA Exchange

Prospective exchange students are required to meet the follow qualifications:

- To be on graduate or above level
- To be officially nominated by one of FDSM's partner schools
- To have more than one year work experience

## Application procedures

Exchange nominees will receive an application invitation email, and complete Fudan International Exchange Student Application online.

Online Application Form

Other supporting documents

Resume / C.V.

Official Transcript

Proof of Enrollment Letter

Copy of Degree Certificate

Copy of Passport Page

After the application deadline, all applications will be reviewed by the International Office. Upon successfully admission, you can expect to receive the admission packet within one month at your home school.

## Terms and deadlines

Fall Term: early September – early January

Spring Term: late February – early July

\*Please note that the exact term dates are subject to change. The most up-to-date academic calendar will be sent to you once confirmed. The duration of classes vary according to different course schedule, and the exam schedule for each course is made available during the semester. You are encouraged to make your return flight arrangements after you confirm the exam date with professors.

	Term	Nomination Deadline	Application Deadline
DEADLINES	Fall	April 15 (undergraduate exchange) March 31 (graduate/MBA exchange)	May 31 (undergraduate exchange) April 30 (graduate/MBA exchange)
	Spring	October 15 (undergraduate exchange) October 31 (graduate / MBA exchange)	November 30 (undergraduate exchange) November 30 (graduate/MBA exchange)



## Academics

We offer a wide range of English-taught courses that allow exchange students to match their academic interest and find suitable subjects.

### Some popular courses to explore:

Undergraduate level	Graduate/MBA level
Business Ethics	Strategic Management of Innovation and Entrepreneurship
Chinese Financial Markets	Power and Negotiation
Personal and Business Finance	Branding and Communications
Investment Fund Management	Cutting-edge Marketing Research and Analytics
Company Logistics	Risk Management
Organizational Communication and Its Social Context	Managerial Economics and Decision Making

#### ELECTIVE OFFERINGS & ONLINE SELECTION

Since our courses offered to exchange students vary from year to year, please contact our exchange coordinator for detailed course information.

#### Undergraduate exchange:

You have the freedom in course selection via the Fudan online course registration system on a space available basis, and some courses may have prerequisite requirement. You may contact the coordinator for the information within one month prior to the beginning of semester.

*\*Online registration: Online registration will be available after the exchange semester starts.*

*Detailed instruction will be provided during the orientation.*

#### Graduate/MBA exchange:

You are able to choose courses from different international master programs and international MBA programs. Some courses may have certain years of work experience requirement. The updated course list and schedule will be shared with you two months prior to the beginning of the semester.

*\*Online registration: Online registration will be available two weeks after you receive the course list. Detailed instruction will be provided along with the updated course list.*



### COURSE LOAD & CREDITS

Exchange students usually take between 3 and 5 courses per semester. A minimum of 2 courses are required for you to maintain visa status. Undergraduate exchange students may study a maximum of 6 courses, and graduate/MBA students may study 7 courses at most.



One Fudan credit is equivalent to 18 contact hours, and one contact hour corresponds to 45-minute classroom period. \*e.g. for half-semester-long courses, classes are held for 3.5 hours per week, and run for 7 weeks, followed by 2.5 hours examination = 27 classroom hours (36 contact hours) = 2 Fudan credits. For 4-day module-based courses, they consist of four 7 hours classes (28 classroom hours total), and are generally equal to 2 Fudan credits.

“The workload per course was slightly less compared to courses at my home university, but appropriate. A bigger difference was the class size and the way of teaching - much more interactive compared to what I experienced in Germany. As I wasn't used to do case discussions, I was initially more challenged by participating in those discussions, but definitely a good match!”



## TEXTBOOKS

The cost of textbooks is not included in tuition. You should purchase your own copies. Due to the high price of international editions, we would recommend you to purchase the textbooks before arrival.

### Where to buy in Shanghai?

#### 1. Fudan JingShi Bookstore

Location: No. 579 Guoquan Road

Opening Hours: 9:30-22:00, Mondays to Sundays

Tel: 021-65642857

The bookstore is directly affiliated to the Fudan University Publishing House. A wide variety of books are available, especially those published by the university. Please note that some international textbooks may not be available.

#### 2. Foreign Language Book Store

Location: No. 390 Fuzhou Road

Opening Hours: 10:00-18:30, Mondays to Sundays

Tel: 021-23204994

You may find a variety of original versions of books and magazines as well as language studying materials.

#### 3. Online Purchase

Amazon: [www.amazon.com](http://www.amazon.com) (EN/CN)

Taobao: [www.taobao.com](http://www.taobao.com) (CN)

JD: [www.jd.com](http://www.jd.com) (CN)

Dangdang: [www.dangdang.com](http://www.dangdang.com) (CN)

## CLASS ATTENDANCE

Class participation is mandatory and is part of the course grade. You are required to inform the TA or the professor prior to the class if you will be absent. Travel reasons will not be approved as excuses. Usually, auditing is not allowed.





## GRADING

Grades 100	A 90-100	A- 85-89	B+ 82-84	B 78-81	B- 75-77	C+ 71-74
	C 66-70	C- 62-65	D 60-61	D- Re-sit	F <59	

1. Percentage of students who are graded A or A- shall be less than 30% of a class;
2. Percentage of students who are graded B and above (including B, B+, A- and A) shall be under 70% of a class;
3. Percentage of students who are graded C and above (including C, C+, B-, B, B+, A-, A) shall be under 90% of a class;
4. Percentage of students who are graded below C- (including C-, D, and F) shall be at least 10% of a class;
5. D- is graded for those who pass their re-sit examination only.

### COURSE EVALUATION & TRANSCRIPT

Some MBA courses may require an online course evaluation upon completion. Official transcripts are issued approximately 6 to 8 weeks following the end of the term. One copy of the official transcript will be sent to student's home coordinator, along with student's exchange certificate.





**PRIOR TO ARRIVAL**



# Accommodation

## ON-CAMPUS

Exchange students can apply online for on-campus international student dorms. Due to very limited on-campus rooms, we cannot guarantee that you can secure any dorm room. Given this, we highly recommend that you prepare for your own housing arrangements off-campus. Please check the ISO website for detailed information on on-campus accommodation at [iso.fudan.edu.cn/en/house.htm](http://iso.fudan.edu.cn/en/house.htm) (EN).



## OFF-CAMPUS

Most of exchange students live off-campus around the city center during their exchange semester. Facebook groups targeted to international students living and sharing rooms in Shanghai would be your top choices.

In the surrounding Fudan community:  
UNIJIA international student community: [www.unijia.net/en](http://www.unijia.net/en) (EN)  
Different locations around the city and with varying amenities:  
SmartShanghai: [www.smartshanghai.com/housing](http://www.smartshanghai.com/housing) (EN)  
Airbnb: [www.airbnb.com](http://www.airbnb.com) (EN)

**“It was amazing. I lived in Jing'an area and took metro or Didi to school. I really got to experience Shanghai life and what it's like to live in the city center.”**

### \*Tips

1. We recommend you to only rent a room or an apartment after seeing it in person.
2. It is always better to meet and know your roommates before sharing your apartment with them.
3. Real estate agents usually charge part of full amount of your first month's rent as a commission.
4. Do not wire money to any agent to secure a room or an apartment.
5. Make sure to keep the original receipt or a copy for your deposit or payment.
6. Remember to read through your lease before you sign it.

# | Visa and permit

## Visa Type

All exchange students are required to obtain an X1 or X2 visa. Upon acceptance, Fudan will issue a JW202 Form for you to apply for your visa at local Chinese Embassy or Consulate. Please make sure to meet all entry requirements before applying. Please check the Handbook for International Students in your admission package to see whether you are eligible for residence permit during your stay in China.

### **\*Please apply for an X1 or X2 visa at the local Chinese Embassy or Consulate with**

1. Valid, regular passport
2. Admission Notice
3. Visa Application Form (JW202 Form)
4. Physical Examination Report (if needed)

When you receive your passport and Chinese visa, please make sure that the embassy or consulate returns the Admission Notice and JW202 Form page 3 (the yellow copy) to you. These are important documents which you will need to submit at the Shanghai Exit-Entry Administration Bureau when you deal with your visa conversion (to residence permit) in China.

## Number of Entry

As an exchange student who will be studying in China for a period of less than 180 days, you will usually be issued X2 visa, with single entry. You may apply for additional entry at the ISO after you arrive at Fudan. The maximum number of additional entry is 2. Please arrange your travel plan in advance.

## Residence Permit

If you are holding an X1 visa, you will need to apply for residence permit within 30 days after you arrive in China. If you hold X2 visa and the validity of your X2 visa is longer than your study period, you cannot apply for the residence permit. If you stay in China for longer than six months, however, you will be required to apply for a residence permit.



To apply for residence permit, you need to complete your passport registration at the school during the orientation, and then go to the ISO at the university, along with your admission notice, passport, insurance receipt and off-campus accommodation registration form to get the Introduction Letter for Visa. Once you receive the Introduction Letter, you may proceed and go to the Exit-Entry Bureau for residence permit application.

**1. Exit-Entry Administration Bureau of Shanghai Public Security Bureau**

Location: No. 1500 Minsheng Road, Pudong New District

Service Hours: 9:00-17:00, Mondays to Saturdays

Tel: 021-28951900

**2. Exit-Entry Administration Office (Yangpu Area)**

Location: No. 605 Songhu Road, Yangpu District

Service Hours: 8:30-17:00, Mondays to Saturdays

Tel: 021-22170246

**3. Other places** please refer to [crj.police.sh.cn](http://crj.police.sh.cn) (EN/CN).

\*Documents needed for residence permit application for the first time (For reference only):

1. Valid, regular passport
2. Admission Notice
3. Visa Application Form (JW202 Form or JW201 Form)
4. Physical Examination Record for Foreigners
5. Registration Form of Temporary Accommodation
6. Introduction Letter for Visa (processed at the Reception Desk of Main Building at the Foreign Students' Dormitory in Handan campus)
7. One passport-sized photo
8. Some cash (RMB 400-800)

**Internship Permit**

As an exchange student, you are allowed to apply for an internship permit in order to do off-campus unpaid internship in related fields of your study major during the exchange semester. Please consult the exchange coordinator or check out at the ISO website to get more details regarding required documents and procedures.

\*Please be aware that once you receive your internship permit, you will not be eligible to apply for additional entries during your exchange semester.





Shanghai is the biggest city in China, as well as a global business hub, with a population of more than 25 million as of 2018. Located on China's central coast, Shanghai has become the primary financial city of the Asia-Pacific region since 1930s, and a multi-cultural city. It is renowned for the Bund skyline, colonial-era and historic buildings, welcoming people from all over the world.

#### Useful websites:

[www.shanghai.gov.cn/shanghai/node27118/index.html](http://www.shanghai.gov.cn/shanghai/node27118/index.html) (EN)

[www.lonelyplanet.com/china/shanghai](http://www.lonelyplanet.com/china/shanghai) (EN)

[www.timeoutshanghai.com](http://www.timeoutshanghai.com) (EN)

[www.smartshanghai.com](http://www.smartshanghai.com) (EN)

## Planning your finance

Tuition fees are waived for exchange students, though there will be some expenses necessary during your stay in China. The cost of living in Shanghai is higher than other cities in China, but how much you spend vary based upon your choices on housing and personal lifestyle.

We would recommend you to bring no more than ¥500 cash with you for safety's sake. Also, electronic payment and credit cards are widely used in almost everywhere in China.

ESTIMATED EXCHANGE EXPENSES	
Housing	¥4000-5000/month
Meals	¥50-100/meal
Insurance	¥400/semester
Transportation	¥2-4 for bus, ¥3-7 for metro
Personal Spending	¥2000/month (approx)



# HANGHAI s a city

## Average temperatures

Season	Months	Weather	°C	°F
Spring	March-May	Cool to warm	11-22	52-72
Summer	June-August	Hot and humid	24-33	75-91
Autumn	September -November	Warm to cool	16-25	61-77
Winter	December-February	Cold and humid	5-15	41-59

## Getting to know the language

**“Better to know the language to understand the culture!”**

FDSM offers beginning level Chinese language course for all incoming exchange students, and it is a 4-credit course. The university also provides different levels of Chinese classes but only undergraduate exchange students have the access to choose.

Alternatively, Fudan University has a language school that offers fee-paying intensive language classes. You may contact the exchange coordinator for the most updated language training program info or find more details at [iso.fudan.edu.cn/xuewei.htm](http://iso.fudan.edu.cn/xuewei.htm) (CN)



## | Holidays

Each year, China has 7 public holidays and a handful of holidays for certain groups of people such as soldiers and children.

### **New Year's Day**

Date: January 1st

### **\*Winter school holidays**

Dates: around mid-January to mid-February based on the Chinese New Year dates of that year

### **The Spring Festival (Chinese New Year)**

Date: the first day in the first lunar month

### **Qingming Festival (Tomb-Sweeping Day)**

Date: April 4th or 5th

### **Labor Day (May Day)**

Date: May 1st

### **Dragon Boat Festival (Duanwu Festival)**

Date: the fifth day in the fifth lunar month

### **\*Summer school holidays**

Dates: around early July to the end of August

### **Mid-Autumn Festival**

Date: the fifteenth day in the eighth lunar month

### **National Day (Golden Week)**

Date: October 1st





The background image shows a group of international students at Fudan University. A woman in a white shirt and black skirt is standing and smiling, while two men in suits are sitting on the grass in the foreground. In the background, there is a large green circular sculpture with the university's name in Chinese and English, and trees with autumn foliage.

## Packing list

It is strongly recommended that you arrange to be in Shanghai one week prior to the start of classes in order to attend the orientation, complete registration, arrange accommodation, and become familiar with the surroundings.

### What to bring?

We strongly recommend you not to travel with a lot of luggage as it is usually much cheaper to buy stuff in China than bring them from home with you. Of course there will be some necessary things. This packing list is created for students to better prepare for your arrival at Fudan.

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### Your Carry-On

- Plane tickets
- Passport with valid visa (a photocopy of your passport and visa page is recommended)
- Admission letter and JW202 visa form
- Credit card
- A small amount of cash (for taxi or opening a bank/mobile account)
- School address and International Exchange Office contact info
- Basic clothes
- Laptop and mobile phone
- Medicine and prescriptions
- Notebook and a pen

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### Your Luggage

- Clothes
- Personal toiletries
- Documents and copies (your own insurance receipt, copies of admission letter and visa form etc.)
- Electronic items (please note that voltage in China is 220 and be aware of the electrical outlets)
- Books (including textbooks if you have already purchased them)



李达三楼

LIDASAN BUILDING

“The people that I met and the city of Shanghai are the most desirable aspects of my exchange experience. Shanghai had a lot more diversity than I anticipated.”

# CAMPUS LIFE

## Travelling to Fudan

Shanghai is one of the most popular destinations in China, with excellent transportation connections. There are 2 major international airports in Shanghai, Pudong and Hongqiao.

If you arrive to the Pudong International Airport, you may

1. Take Airport Express Line 4 to Wujiaochang Station, the nearest station from FDSM. (takes 70 minutes ¥20 approx)
2. Take a taxi or a Didi directly to FDSM, or to your arranged accommodation. (takes 60 minutes ¥200 approx) The taxi queue is outside the baggage claim area of the airport.

If you arrive to the Hongqiao International Airport, you may

1. Take Metro Line 10 to Wujiaochang Station or Guoquan Road Station, FDSM is located right in between. (takes 80 minutes ¥5 approx)
2. Take a taxi or a Didi directly to FDSM or to your arranged accommodation. (takes 45 minutes ¥100 approx) The taxi queue is outside the baggage claim area of the airport.

\* The prices are subject to change.

### Travelling to Fudan from within China

If you plan to arrive at other cities in China and take domestic flights to Shanghai, we would recommend you to arrive at either Hongqiao or Pudong airport and follow the instructions about international flights.

If you travel to Shanghai by train, there are 4 major train stations in Shanghai: Hongqiao Railway Station, Shanghai Railway Station, South Railway Station and West Railway Station. Introduction info is available from [www.travelchinaguide.com/cityguides/shanghai/transportation/train.htm](http://www.travelchinaguide.com/cityguides/shanghai/transportation/train.htm) (EN)

### Get a transportation card!

You may need to purchase the public transportation card or at least one-way ticket at the service booths or ticket machines that appear in every metro station. The public transportation card can be used for metro, city bus, taxi and ferry when you travel around the city. It is a stored value smart card and can be topped up in metro stations or some convenience stores.

\*Further transportation information please check out:

1. Online Train Tickets: [www.12306.cn](http://www.12306.cn) (CN)
2. Shanghai Metro Lines: [service.shmetro.com/en](http://service.shmetro.com/en) (EN)





## Registration, orientation and buddy program

### Registration & Orientation

International student orientation is required for all exchange students, hosted by the International Exchange Office at FDSM and is free of charge. A series of orientation events will better prepare you for the new semester ahead.

#### ***\*What you will do at International Student Orientation?***

- Complete your passport registration
- Be introduced to university resources and campus essentials
- Learn about the school, the university, the city and the country
- Meet your international classmates ...

The registration & orientation events will be held in late August/early September and late February/early March before the semester begins, and are usually three or four days long. The first two days are compulsory, and the activities offered on the third or the fourth day will be optional. You will receive the detailed schedule via email from the exchange coordinator at least one month before the semester begins.

### General Schedule At-A-Glance

#### **First day**

Events: Passport registration & welcome night

Location: In the school

Time: Registration during the day, and the small welcome party during the evening

Requirement: Original passport, and other documents if necessary



Notes: You may also take the time to go to Fudan main campus for insurance purchase, campus card application and off-campus housing registration (if you live off-campus).

#### **Second day**

Events: Orientation info session, course registration for undergraduate exchange students, kick-off lecture and campus tour

Location: In the school

Time: All day

Requirement: Business casual dress code

Notes: You may also take the time to go to Fudan main campus for insurance purchase, campus card application and off-campus housing registration (if you live off-campus).

#### **Third day and/or fourth day**

Events: City tour and/or out-of-town excursion

Location: Off-campus

Time: all day

Requirement: School shirt provided

Notes: Usually there will be 2-day activities during the Fall semester, and 1-day during the Spring. Details will be informed via email.



### *Off-campus Accommodation Registration*

Shanghai adopts accommodation registration management for foreign students who live off-campus. Within 24 hours after moving into the apartment you will need to go to your local police station to go through the temporary accommodation registration procedure.

#### **Procedures:**

1. Sign a contract with the landlord and ask him/her to apply for a Security License for the apartment.
2. Go to the Reception Desk of Main Building at the Foreign Students' Dormitory (or Room 106 of ISO) in Handan campus, and ask for the Off-campus Accommodation Registration Form for Fudan University's Foreign Students. ISO will sign and stamp the form and give the second page back to student.
3. Go to local police station to apply for a Registration Form of Temporary Accommodation with your passport, copy of passport, one passport-sized photo, contract, Security License for the apartment (provided by the landlord) and the Off-campus Accommodation Registration Form for Fudan University's Foreign Students.

Notice: During your study here, if you change your address, you will need to go through the same procedure again within 24 hours of the change.

**"I would definitely recommend Fudan's Graduate program. You will be surprised by the quality of the courses, and will surely learn new things. You will also enjoy its wonderful campus, and of course, you will meet amazing people coming from so many different backgrounds - throughout your journey there."**

**-----Isabelle Feng, graduate exchange student from Grenoble Ecole de Management**

## Insurance

In order to assure the safety of international students during their stay here, and according to the regulations issued by the Chinese Ministry of Education, long-term international students are required to purchase mandatory Foreign Students Overall Insurance. The insurance fee for long-term students is ¥400 every 6 months & ¥800 per year. The short-term international students are not required to purchase Foreign Students Overall Insurance on condition that they've already purchased a similar insurance. The insurance fee for short-term students is as follows:

1 month	2 months	3 months	4 - 6 months
¥160	¥240	¥320	¥400

For further information, please check the Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.

Location: Reception Desk of Foreign Students Dormitory

Service Hours: 13:00-17:00, Mondays to Fridays

Tel: 021-55076825, or 4008105119-1 (24 hours)

### Campus Card

You may apply for the campus card at Campus Card Office at Room 111, No. 10 Building in Fudan main campus. A student campus card can be used at school libraries, dining halls and other facilities on-campus.

Lost or stolen campus cards should be reported missing online at [www.ecard.fudan.edu.cn](http://www.ecard.fudan.edu.cn) (CN) as soon as possible. Your missing card may have been found and returned to Campus Card Office. If so it will appear on the list of recovered cards at the top right corner of the website. You may collect it from the Campus Card Office. To report lost, stolen or damaged campus cards, please use your Fudan student number and last 6 digits of your passport number (replace the letters with the number 0) to login to the card management website at [www.ecard.fudan.edu.cn](http://www.ecard.fudan.edu.cn) (CN) or go to Campus Card Office to obtain a replacement card.

\*Campus Card Office telephone number: 021-55664868

### Medical Test

If you are:

- (1) International students with X1 visa
- (2) International students with X2 visa, and will be studying for over six months in China
- (3) International students who apply for residence permit for the first time
- (4) International students whose residence permits have expired for 3 months, and have to re-apply for it you will then need to take the medical test.

### \*Documents needed (For reference only):

- (1) Valid regular passport and a copy
- (2) Admission Notice
- (3) The whole set of medical examination report for verification (for those who have had physical examination taken in their own country)
- (4) 4 passport-sized photos
- (5) ¥500 for physical examination or ¥70 – 400 for verification (approx)

NOTE: Before doing the medical test, you should keep an empty stomach.







Shanghai Exit-Entry Inspection and Quarantine Bureau, International Travel Healthcare Center provides the service of medical examination and verification.

Location: No. 15 Jinbang Road, Changning District

Service Hours: 8:00-11:00, Mondays to Fridays

Tel: 021-62688851

Reservation Website: [sithc.shciq.gov.cn](http://sithc.shciq.gov.cn) (CN)



## | Buddy Program

The buddy program is organized by Fudan MBA Program Office, and only offers to exchange students during Fall semesters. The Buddy Program pairs one international student with one local Chinese student, aiming to provide necessary assistant for newly admitted students to better navigate their new life at Fudan. Spring term exchange students may have Chinese buddies. Detailed information will be shared once the updated buddy program is finalized.

## | Events & student clubs

All exchange students will receive weekly newsletter, with on-campus talks, activities, academic seminars, career recruitment sessions etc.

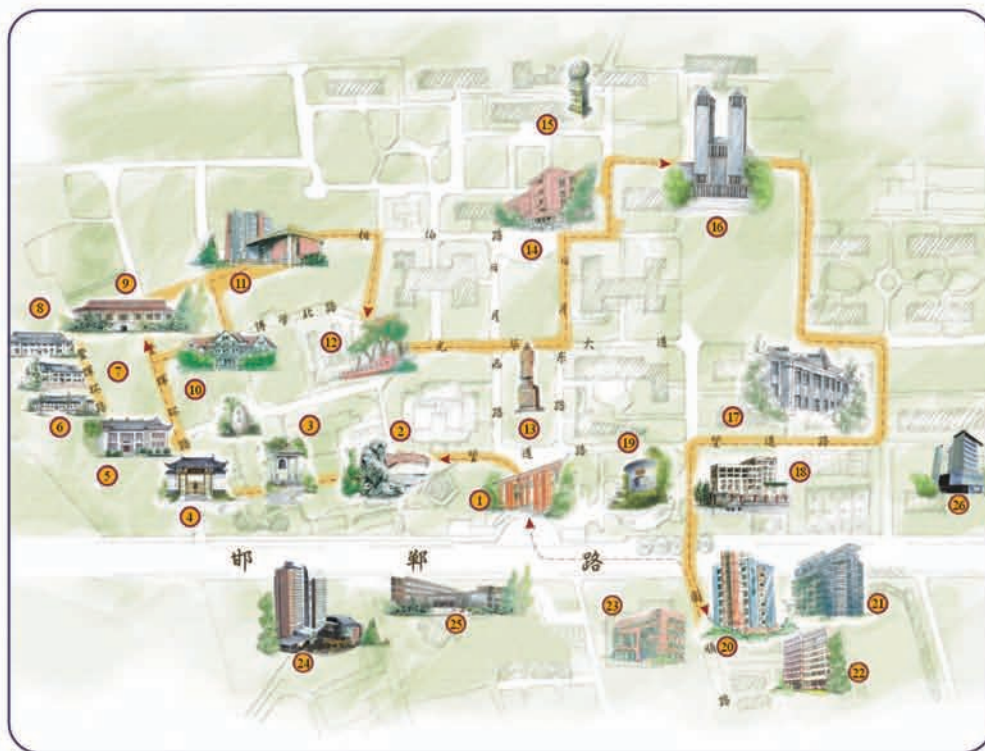
Exchange students can be involved on campus in various ways. Fudan University has over a hundred different student clubs including but not limited to sports, arts, academic fields, and entertainments, which you are encouraged to join. For more details, please consult the Student Activities Office at Room102 at LiDasan Building at FDSM campus.

*“Going to Fudan was one of the few decisions I made that were not just “because I could”, or “because I need to”. I wasn’t complying to someone else’s wishes or plans, I was just doing what I felt like would be, well, fun. It was quite the experience. Cycling through campus, reading by trees, grabbing something interesting looking to eat at the canteen. It helped me slow down and enjoy my university life, something I was leaving aside in my home university. For that, I’m grateful”*

— Enzo Cardoso Pertence dos Santos, undergraduate exchange student from EAESP - FGV



# | Getting around



- |                            |  |  |
|----------------------------|--|--|
| 1. 复旦正门 / Main Gate        | 10. 子彬院 / Zi Bin Building                  | 19. 曦园 / Xi Garden                       |
| 2. 燕园 / Yan Garden         | 11. 逸夫科技楼 / Yifu Sci & Tech Building       | 20. 李达三楼 / Lidasan Building              |
| 3. 世纪钟 / Shiji Clock       | 12. 复旦校训墙 / The Wall of University's Motto | 21. 史带楼 / Starr Building                 |
| 4. 老校门 / The Old Uni. Gate | 13. 毛主席像 / Chairman Mao's Statue           | 22. 思源教授楼 / Siyuan Professor Building    |
| 5. 奕柱堂 / Yi Zhu Hall       | 14. 恒隆物理楼 / Dept. of Physics               | 23. 文科图书馆 / The Library of Arts          |
| 6. 相伯堂 / Xiang Bo Hall     | 15. 日晷 / Sundial                           | 24. 复旦皇冠假日酒店 / Fudan Crown Plaza         |
| 7. 简公堂 / Jian Gong Hall    | 16. 光华楼 / Guang Hua Tower                  | 25. 美国研究中心 / Centre for American Studies |
| 8. 景莱堂 / Jing lai Hall     | 17. 学生宿舍 / Students Dormitory              | 26. 卿云楼宾馆 / Qingyun Hotel                |
| 9. 相辉堂 / Xiang Hui Hall    | 18. 叶耀珍楼 / Ye Yaozhen Building             |  |

"The exchange experience has been very valuable. I've met people from all over the world, learning new perspectives on life and appreciating diversity even more. Overall, this experience has pushed me to step out of my comfort zone and has allowed me to develop further as a person. I made the right decision with Shanghai and Fudan, I have zero regrets."

—Aman Singh, MBA exchange student from Schulich School of Business, York University





## 公交线路

- 59、133、139、168、329、812、850、854、866、942、960、966、991、大桥五线可直接到达。
- 轻轨3号线可在赤峰路下车再换乘公交车139、854、942、991可直接到达。
- 轻轨3号线大柏树站下车换乘133、866可直接到达。
- 55、910在国权路站下车，再步行约10分钟到邯郸路国顺路口即可。
- 60、99、102、559、749在国定路站下车，再步行约10分钟到邯郸路、国顺路口即可。

## Traffic Line

- Nonstop bus number: 59, 133, 139, 168, 329, 812, 850, 854, 866, 942, 960, 966, 991, Line Bridge 5.
- Take bus number 139, 854, 942, 991. At the station of Chifeng Rd. by metro line 3.
- Take bus number 133, 866. At the Station of Dabaishu by metro line 3.
- Get off at Guoquan Rd. on bus 55, 910, then walk 10 min to the crossroad of Handan Rd. and Guoshun Rd.
- Get off at Guoding Rd. on bus 60, 99, 102, 559, 749, then walk 10 min to the crossroad of Handan Rd. and Guoshun Rd.



# | Dining

## On-campus dining halls

There are 3 big dining halls and 2 small canteens located in Fudan Handan Campus. Both the main dining hall (Danyuan) and North canteen offer Halal and western food. Dining on campus is an economical option, with each meal costing ¥5-30. The dining hall/canteen is divided into several sections selling different kinds of food and each section usually serves the same menu.

\*Cash is not accepted in these dining halls/canteens. You must use your student campus card to pay for your meals.

### 1. Main Dining Hall (Danyuan)

Location: Opposite Guanghua Towers, near the East gate of Fudan Handan main campus

Opening Hours: Mondays to Sundays

Breakfast: 6:30–8:00; Lunch: 10:45–13:00; Dinner: 16:30–18:30, 19:00–21:00

Notes: If you are a vegetarian, this is probably the best dining hall for you as there is a vegetarian counter (towards the left side of the canteen).

### 2. North Campus Dining Hall

Location: Located within the North Dormitories, near North campus gym and basketball courts

Opening Hours: Mondays to Sundays

Breakfast: 6:30–9:00; Lunch: 10:30–13:00; Dinner: 16:30–19:00, 19:00–23:30

Notes: This is the largest dining hall on campus. The first floor and Halal section serve breakfast.

### 3. South Campus Dining Hall

Location: Located near the South Campus Local students Dormitories

Opening Hours: Mondays to Sundays

Breakfast: 6:30–9:00; Lunch: 10:30–13:00; Dinner: 16:30–19:00, 19:00–23:30

## Nearby restaurants

There are 3 areas in Fudan main campus surroundings full of restaurants, cafes and bars.



### 1. Basin 3

Location: No. 333 Guoding Road

Options: La Bamba, Commune, McDonald's, WeiQian Ramen, Starbucks etc.

### 2. Da Xue Road

Location: Daxue Road, near Zhengmin Road

Options: Hong Kong Fung Shing, Pancake Day, Wagas, Lapis Yun, 81 Bakery, Starbucks etc.

### 3. Wujiaochang area

Location: Wujiaochang circle

Options: There are five big shopping malls around the area, and hundreds of restaurants and bars you may eat your way throughout the area.

## Convenience stores

Over 5,000 convenience stores have become a big feature of Shanghai's city life, and many of them are 24-hour stores. Family Mart, 7-Eleven, Alldays, Lawson, Kedi, Buddys and other c-stores provide you instant food, snacks, breads & beverages, and toiletries.

## Markets

Around the campus

Wal-Mart (No. 125 Songhu Road, near Zhengtong Road)

RT-Mart (No. 1618 Huangxing Road)

## Online

Tmall Mr. Fresh (miao.tmall.com) (CN)

Yihaodian (www.yhd.com) (CN)

Jingdong Fresh Produce (fresh.jd.com) (CN)



## Libraries and bookstores

### FDSM Library

You can access the business library located at the fourth floor of LiDasan Building in FDSM campus. By swiping your student campus card, you may use the study area in the library, read books, have group discussion and use the printers & scanners inside the library. Please kindly note that scanning is for free but printing will charge so you should make sure that you have money in your campus card.

### University Libraries and Online Library Resources

Some university libraries may allow you to enter and read, non-borrowing access. Since exchange students do not have a university email, you may only have limited access to the online resources.

#### Check out the Online Library at:

Fudan online library: [library.fudan.edu.cn/eng](http://library.fudan.edu.cn/eng) (CN/EN)

FDSM online library: [fdsf.fudan.edu.cn/lms/en\\_index.html](http://fdsf.fudan.edu.cn/lms/en_index.html) (CN/EN)

### Bookstores and Fudan Gift Shop

To explore more bookstores around Fudan or in Shanghai, please refer to the previous pages about Textbooks to find the recommendations.

The Fudan University Gift Shop is located right next to the main gate of the main campus.

Location: No. 220 Handan Road

Opening Hours: 9:00-19:00, Mondays to Sundays

Tel: 021-65642169

Website: [www.hqgs.fudan.edu.cn/Service/QingYunXuan/index.html](http://www.hqgs.fudan.edu.cn/Service/QingYunXuan/index.html) (CN)

## Digital services

### Campus Wifi

The wireless network at Fudan allows students, faculty and staff to connect their electronic devices wirelessly in most buildings and many outdoor spaces on campus. In order to login to the campus wifi, you may use your Fudan student number as the username, and the last 6 digits of your passport number (replace the letters with the number 0) as the initial password.

More details please visit the university's Informatization Office at [www.ecampus.fudan.edu.cn/2262/list.htm](http://www.ecampus.fudan.edu.cn/2262/list.htm) (CN). If you have any questions or concerns, please contact the

Informatization Office via email [xxb@fudan.edu.cn](mailto:xxb@fudan.edu.cn) (CN)

### Electronic Devices Services

#### Mobile phones

International phone calls can be quite expensive than local mobile in China so we strongly recommend you to purchase a local mobile number with the network plan that suits you the best. Some popular networks in China are China Mobile, China Unicom and China Telecom.

We suggest that you purchase the SIM card directly from phone carriers stores since there are different network plans for you to choose. Some cards are pay-as-you go, but many of them either come loaded with a certain amount of calling minutes/texts/data, or you pay monthly price for a certain plan.

#### Store Locator near Fudan

##### China Mobile

Location: No. 91 Zhengtong Road

Opening Hours: 9:00-18:30

##### China Unicom

Location: No. 2069 Siping Road

Opening Hours: 9:00-21:00

##### China Telecom

Location: No. 116 Guoshun Road

Opening Hours: 9:00-17:30

#### Direct Dialing Overseas

To dial overseas from China you will need to dial access code 00 + your country code + area code (city code) + local phone number.

### Electronic Devices Purchase & Repair

#### Ego Digital Square

Location: No. 365 Handan Road

Opening Hours: 10:00-18:00

#### Su Ning Electronics Mall

Location: No. 585 Handan Road

Opening Hours: 9:30-22:00



## Banking and mobile pay

### Opening a bank account

For long term exchange students, we highly recommend you to open a Chinese bank account as soon as possible when you arrive. For short term students (less than 6 months), you may open a bank account, though some banks may reject your request due to the short period of time you will be staying in China. Different banks and locations may treat your request differently. From past experience, some popular banks among exchange students are Industrial and Commercial Bank of China (ICBC) and Bank of China (BoC).

When opening a bank account, please bring your passport, your admission notice, the off-campus

accommodation registration form, student campus card, and make sure that you already have a Chinese local mobile phone number.

### Mobile Pay

Since mobile pay is growing so rapidly in mainland China, as an international student, you may sometimes find it even difficult to complete basic daily transactions without it. When eating out or shopping, you may be asked to scan their QR code or to show your payment code to the store. Make sure that you have downloaded Wechat and use Wechat Pay, or Alipay, and link your debit/credit card to the App.

“There is no doubt taking the exchange in Fudan University is one of the best decisions I have ever made. Fudan is a really good university, and you can meet people from all over the world, and it gives you the chance to learn about the other cultures. It has been an incredible experience. Moreover, I had the opportunity to attend to the Mobile Class 2016 and it was just perfect, the organizers were really hard-workers and always paying attention to our necessities. The professors are very accessible, probably 24/7 thanks to WeChat. Another thing that I will miss from the university is the campus life. Back in Spain, my country, we do not have big campuses like that, with many cafes, green areas, cantina, etc. Furthermore, I fell completely in love with Shanghai. Living in a big city as Shanghai gives you a lot of freedom and you know you will never be bored. There are tones of things to do, and every day you discover something new. Fudan University, and Shanghai, you have been nice to me. I will miss this so badly!”

-----Anna Mas, undergraduate exchange student from ESADE Business School



## Printing stores and photo booths

### Printing services

Exchange students may use either the printing & scanning services inside the FDSM library at the fourth floor of LiDasan Building, or find any printing stores on-campus or near Fudan University. The cost is usually ¥0.2-¥1.0/page, varying based on b/w or colored.

#### Student Printing Center

Location: Room 115, YeYaozhen Building at Handan main campus  
Opening Hours: 9:00-22:00

#### Fudan Photo Studio

Location: near No. 6 Teaching Building at the north part of Handan main campus  
Opening Hours: please check with the store

#### Xiao Jiang Wen Yin

Location: No. 335 Guoding Road  
Opening Hours: 8:00-18:30

#### Han De Fang

Location: No. 525 Guoquan Road  
Opening Hours: 9:00-19:00

### Photo booths

There are photo booths located in some of the metro stations in Shanghai. You may use that as a quick approach to get your ID photo. Besides, some stationery stores offer photo taking services.

#### Naive Blue

Location 1: No. 310 Daxue Road  
Opening Hours: 10:00-21:00  
Price: ¥¥¥  
Location 2: No. 234 Songhu Road  
Opening Hours: 10:00-21:00  
Price: ¥¥¥

#### Fudan Photography Store

Location: No. 270 Guonian Road  
Opening Hours: 8:30-20:00  
Price: ¥¥

#### Fudan Hemei Photo Studio

Location: No. 3 North student dorm area, near North part of Handan main campus  
Opening Hours: please check with the store  
Price: ¥¥







## Healthcare services

Regarding the Fudan International Student Insurance, please refer to the previous pages about Insurance.

### Hospitals

#### Fudan University School Hospital (Handan Campus)

Location: No. 5 Building

Walk-in Service: 24/7

Tel: 021-65642452/65642451

Website: [hospital.fudan.edu.cn](http://hospital.fudan.edu.cn) (CN)

Clinical Reception: 8:00—11:30, 13:30—16:45 (Mondays to Fridays, Tuesdays 13:30—15:00)

\*Outside of the working hours for clinical reception, on-duty doctors will attend to you. This includes Mondays to Fridays 11:30-13:30 and 16:45 onwards (15:00 onwards for Tuesdays), weekends and public holidays.

#### Changhai Hospital

Location: No. 168 Changhai Road

Opening Hours: 7:30-17:30, Mondays to Saturdays

Tel: 021-31161111

Website: [www.chhospital.com.cn](http://www.chhospital.com.cn) (CN)

#### Huashan Hospital

Location: No. 12 Wulumuqi Zhong Road, near Huashan Road

Opening Hours: 7:00-16:30, Mondays to Saturdays

Tel: 021-52889999

Website: [huashan.org.cn](http://huashan.org.cn) (CN)

#### Shanghai United Family Hospital

Location: No. 1139 Xianxia Road

Opening Hours: 8:00-17:30, Mondays to Sundays

Tel: 021-22163999

Website: [shanghai.ufh.com.cn/?lang=en](http://shanghai.ufh.com.cn/?lang=en) (EN)

### Parkway Health

Location: No. 88 Shiji Dadao

Opening Hours: 24 hours

Tel: 021-64455999

Website: [www.parkwayhealth.cn](http://www.parkwayhealth.cn) (EN)

### Global Health Care

Location: No. 100 Shiji Dadao

Opening Hours: 8:00-19:00, Mondays to Fridays, weekends 9:00-17:00

Tel: 021-52986339 (Puxi), 021-68775093 (Pudong)

Website: [www.ghcchina.com](http://www.ghcchina.com) (EN)

### Shanghai East Internatoinal Medical Center

Location: No. 150 Jimo Road

Opening Hours: 24 hours

Tel: 021-58799999

Email: [care@seimc.com.cn](mailto:care@seimc.com.cn)

Website: [www.seimc.com.cn](http://www.seimc.com.cn) (EN)

### American Medical Center

Location: Building No. 1, No. 888 Tianlin Road

Opening Hours: 9:00-18:00, Mondays to Fridays, weekends 9:00-13:00

Tel: 021-64857333

Email: [info@amc-shanghai.com](mailto:info@amc-shanghai.com)

Website: [amc-shanghai.cn](http://amc-shanghai.cn) (EN)

\*Please kindly note that your Fudan international insurance would only cover part of the expenses at local Chinese hospitals, international clinics not included. Also, international hospitals cost much more expensive than local Chinese hospitals. Please be aware of that before you go see doctors.

### Pharmacy

You may find many pharmacies on the street, usually Lei Yun Shang Pharmacy, Shanghai Huashi Pharmacy and Guoda Pharmacy are the most popular ones. Please use your phone to locate any of the stores nearby. Kindly note that some drugs may need prescription.



## | Staying safe

Whether you are coming from a large city or a small town, studying abroad is always a big change and needs to use caution. Fudan main campus area and Shanghai the city are generally safe, but like in any modern city around the globe we encourage you should take precautions and stay safe.

### **Personal Safety**

1. Do not follow stranger's advice to go to areas that you are not familiar with. Try to plan ahead and check out the map on your phone, or walk with friends.
2. Always be aware of your surroundings and avoid walking alone at night, especially when making phone call or listening to music with earphones.
3. Remember to lock the doors of your apartment and use caution every time when you open the door.
4. When using a bicycle, pay attention to the roads that for walking or for cars.
5. When taking a taxi, make sure it is a licensed one and use the meter. Do not forget to ask the driver for your receipt in case you need to contact the taxi

again.

6. When using DiDi, try to select those drivers who have excellent driving records. You may share your trip route with your friends by using the App.
7. In bars, do not leave your drink unattended, neither accept food or drinks from strangers.
8. When travelling around, always keep in touch with your friends and family.
9. Do not carry knives or guns as they are illegal. Report to the police if you find other people carrying them.

### **Property Safety**

1. Watch your pockets and backpacks when you are walking on the street, on the bus, metro, train or plane. Pickpockets can be anywhere.
2. Never leave your valuables on the chair or the table when you are in restaurants, cafes and bars.
3. Do not bring a lot of cash with you.
4. Always ask for a receipt when you buy stuff.

## **Emergency Phone Numbers**

**In an emergency you should dial 110.**

**Police: 110**

**Fire: 119**

**Ambulance: 120**

**Fudan University Security Department: 021-65642221 (CN)**





# STUDENT SUPPORT DIRECTORY

## International offices

### **FDSM International Exchange Office**

Location: Room 805, LiDasan Building, FDSM campus  
Opening Hours: 8:00-18:00, Mondays to Fridays  
Contacts: Shaoyu Cui (Graduate/MBA), Harry Huang (Undergraduate)  
Tel: 021-25011439 (Shaoyu) / 25011441 (Harry)  
Email: fdms\_iec@fudan.edu.cn

### **Fudan International Student Office (ISO)**

Location: No. 220 Handan Road, Fudan Handan main campus  
Opening Hours: 8:00-17:00, Mondays to Fridays  
Tel: 021-65643413  
Email: iso@fudan.edu.cn  
Website: iso.fudan.edu.cn/en (EN)

### **Fudan Foreign Affair Office & Nordic Centre**

Location: No. 220 Handan Road, Fudan Handan main campus  
Opening Hours: 8:00-17:00, Mondays to Fridays  
Tel: 021-65642260  
Email: fao@fudan.edu.cn  
Website: www.fao.fudan.edu.cn/main.htm (CN), www.nordiccentre.net (EN)

## Career development services

### **FDSM Career Development Office (CDO)**

Location: Room 701, LiDasan Building, FDSM campus  
Opening Hours: 9:00-18:00, Mondays to Fridays  
Tel: 021-25011000-4090  
Email: cdo@fudan.edu.cn  
Website: www.fdsf.fudan.edu.cn/career (CN)

## Frequently used websites

**School of Management, Fudan University:** www.fdsf.fudan.edu.cn/En (EN)

**Fudan University:** www.fudan.edu.cn/en (EN)

**Fudan International Student Office:** iso.fudan.edu.cn/en (EN)

**Shanghai Life for International Students:** www.smartshanghai.com (EN), www.timeoutshanghai.com (EN)

**Online Shopping:** www.taobao.com (CN), www.amazon.com (EN), www.jd.com (CN)

**Social Media App:** Wechat (EN/CN), Weibo (CN), WhatsApp (EN), Messenger (EN), Skype (EN)

**Food Delivery App:** Dianping (CN), Meituan (CN), Elema (CN)

**Traffic:** Gaode map (CN), Baidu map (CN), Google map (EN), SH Metro (EN), DiDi (CN)

**Mobile Pay App:** Wechat pay (CN/EN), Alipay (CN)

**Train Ticket:** 12306 (CN)

**Music & Podcast:** NetEastMusic (CN), Xiami (CN), Spotify (EN), XimalayaFM (CN)





復旦大學 管理学院  
SCHOOL OF MANAGEMENT  
FUDAN UNIVERSITY

International Exchange Office  
School of Management, Fudan University

Room 805, LiDasan Building, No. 670 Guoshun Road  
Shanghai, 200433, China

Tel: +86-21-25011441 / 25011439

[www.fdsm.fudan.edu.cn/En/](http://www.fdsm.fudan.edu.cn/En/)