

**Dear Freshmen:**

亲爱的 2020 级新同学:

Congratulations on joining the family of Hospality Institute of Sanya! Here are ladies and gentlemen, both elegant and modest, elegant demeanor with the unique temperament. Before you enter the school, there are the following items that you need to prepare in advance.

祝贺你加入三亚中瑞酒店管理职业学院的大家庭!这里盛产淑女和绅士,内外兼修、优雅谦和、风度翩翩即将成为你们身上独有的气质。在你入学之前,有以下事项需要你提前准备。

## **I. Most Important 最重要的信息**

### **1. Visa Application 学习签证申请**

With the documents issued by HIS, the student should apply for a long-term or short-term student visa (X1 or X2 ) to enter China. L type(Tourist visa)visa can no longer be used for studying purpose.

The X1 Visa is generally issued for a student planning to study for more than 180 days. The X1 visa is valid for 30 days from the date entering into China. Before the visa expires (usually 15 days before the expiration date), the holder must apply for a Residence Permit, which is valid for multiple entries. All new students are allowed to enter into China maximum one week before the registration date.

The X2 Visa has a 180-day limit, and is generally issued for those who are going to be studying for less than 180 days. The X2 visa is usually only valid for one entry.

It is important to pay special attention to the expiration date of the visa. Staying in China with an expired visa is a violation of Chinese law. The violators will be fined (500-10000RMB), be detained for investigation, and /or be deported.

国际学生来华学习需持入学通知书和签证申请表（JW201 或 JW202）等相关材料到所在国的中国使（领）管申请学习签证（X1 或 X2）入境，不可持免签或 L 签证入境。

来华学习时间超过 180 天的学生申请 X1 签证，X1 签证有效期为入境后 30 天。持有 X1 签证的学生须在签证到期至少 15 个工作日申请办理可多次出入境的居留许可，因此，所有学生只能最早在报到日期前一周入境。

来华学习时间少于 180 天的学生需申请 X2 签证，一般情况下，单次的 X2 签证只允许一次入境，凡是持单次签证在学习期间出境的同学需重新申请来华签证方可入境。

请注意签证有效期并在有效期内及时延长。签证过期属于违法行为，公安机关将视情节严重，处以 500 元至 10000 元人民币的罚款，拘留审查甚至遣返出境等严厉处罚。

## 2.Arrival Info 到校信息

Once you have confirmed your travel dates and time to the Institute, Please send the flight information, Itinerary, passport ID page, visa page to ICC@his.edu.cn in time.

您确定行程日期和时间后，请及时把你的行程单，护照首页，签证页发到我们的邮箱 ICC@his.edu.cn。

## II.Registration Procedures 报到流程

1.International students should register at the International Collaboration Center within 24 hours after they arrive at the HIS. It is compulsory that you bring all the original documents used during the application: Admission Notice, JW201/202, Physical Examination Record, Diploma or Degree Certificate, Transcript and others will be sighted and checked during registration. Any missing documents will invariably lead to rejection and refusal to enroll in the University. Also, bring along 10 2-inch copies of recent passport photograph for use during the registration process.

1.国际学生到校后，应在 24 小时之内，到国际交流中心报到注册，请携带录取通知书、签证办理申请表(JW201/202)、体检表、学位证书或学历证明和成绩单等所有申请材料的原件，否则不予注册。另外，需准备 10 张二寸照片（与本人护照照片一致）。

## 2. Physical examination and health certificate

All freshmen should take part in the physical examination organized by the HIS after they report to the school.

Physical examinees should carry:

- 1) Physical examination application form
- 2) Original passport, passport page and copy of visa page
- 3) 3 2-inch bareheaded photos with white background
- 4) Physical Examination fee (no more than 500 yuan)

## 2. 体检及办理健康证明

所有新生到校报道后均需参加学校组织的体检。

体检者需携带：

- 1) 体检申请表
- 2) 护照原件及护照页,签证页复印件
- 3) 2寸白底免冠照片3张
- 4) 足额的体检费用（不超过500元）

## 3. Residence Permit 居留许可申请

If the period of stay indicated in the student's visa does not exceed 180 days, the holder shall stay in China on the basis of the period of stay

indicated on the visa.

学生所持签证注明的停留期限不超过 180 日的, 持证人凭签证注明的停留期限在中国境内停留。

Students whose visa indicates that they need to apply for residence certificates after entering the country shall apply to the exit Entry Administration Bureau of Sanya Public Security Bureau for residence certificates of foreigners within 30 days from the date of entry.

学生所持签证注明入境后需要办理居留证件的, 应当自入境之日起 30 日内, 向三亚市公安局出入境管理局申请办理外国人居留证件。

When applying for residence permit, the following materials must be prepared:

- 1) Visa application form (JW202 / JW201)
- 2) Admission notice
- 3) Physical examination certificate issued by health and quarantine department
- 4) Residence registration certificate of immigration Personnel issued by the police station in the jurisdiction of residence
- 5) School correspondence
- 6) My passport and its copy (photo and copy of valid page of passport)

- 7) Copy of visa and entry date page
- 8) Copy of the latest entry record page (China Customs entry seal)
- 9) 2-inch bareheaded white background photos with bar code
- 10) Residence permit application form
- 11) Certificate issued by International Exchange Center

1) 办理居留许可时，须准备以下材料：

2) 签证申请表（JW202/JW201）

3) 录取通知书

4) 卫生检疫部门出具的体检证明

5) 居住地辖区派出所出具的入境人员住宿登记证明

6) 学校函件

7) 本人护照及复印件(照片及护照有效期页复印件)

8) 来华签证及入境日期页复印件

9) 最近的入境记录页复印件（中国海关入境盖章）

10) 带有条形码的 2 寸免冠白底照片 2 张(在公安局出入境拍摄)

居留许可申请表

11) 国际交流中心开具的证明

HIS will extend residence permit ONLY if a sthdents has fully

finished registration procedures. HIS is not responsible for students's residence permit if students come much earlier,like in August or Sertemper

学生只有完成所有注册程序后方可办理居留许可手续,学校不为提前到校学生(如8月,9月)办理居留许可。

### III. Fee Payment 费用须知

#### 1.Tuition 学费

Please check your admission notice for the tuition fee details. You are required to pay off the tuition fees and other fees upon arrival (WITHIN 10 WORKING DAYS). Delay in payment of fees may delay your registration and residence permit process.

学生到校后应主动在 10 个工作日内交清学费。入境中国之前,请学生做好付款准备。

#### 2.Accommodation Fee 住宿费

The accommodation fee is 1400 yuan/half year , 2800 yuan / year , excluding winter and summer vacation,during winter and summer vacations,accommodation fee is 50 yuan per day/person(four rooms, private bathroom, balcony, air conditioning, wireless network). Bedding is available for purchase or bring it by yourself.

2.住宿费: 住宿费为 1400 元/半年, 2800 元/学年, 不含寒暑假。

(四人间、独立卫浴、阳台、空调、网络)，床上用品购买或者自带。

### 3. Other Fees 其他费用

Application Fees 申请费: 400 CNY (already paid, 已支付)

Registration Fees 注册费: 1000 CNY

Physical Examination 体检费: 400 CNY (to be paid to Entry-Exit  
Inspection & Quarantine Bureau)

Medical Insurance Fee 医疗保险费: 400 CNY/half year ,800  
CNY/year.

Resident Permit 居住证办理费: 400 CNY/half year ,800 CNY/year.  
(to be paid to Public Security Bureau by candidate)

Deposit for Dormitory 宿舍押金: 500 CNY

Books 书本费: Flexible, about 300-500 CNY/semester .

Living expenses 生活费: Approximately 1,200 CNY/month  
(Depends on your personal budget)

The 400 CNY fee paid during application process as seat reservation  
fee is not refundable and would be deducted from the total fees payable  
during the registration process.(Kindly keep your payment receipt/note)

申请时交纳的 400 元报名费用一概不退，注册时会分别归至相关  
收费项目下。



#### IV. How to Arrive 交通

Sanya Phoenix International Airport, Sanya railway station, Yalongwan station	Take bus No.33 to the National Rice Park Station, and then go south for 1 km
Sanya city	Take bus No.23 and get off at Hospitality Institute of Sanya Station

三亚凤凰国际机场、三亚火车站、亚龙湾动车站	乘 33 路公交车至国家水稻公园站下车，南行 1 公里即到
三亚市内	乘 23 路公交车于三亚中瑞酒店管理职业学院站下车即到

#### V. Register Residence Info 登记住宿信息

According to the exit and entry bureau of china, you must register your residence information within 24 hours after arriving china.

Show your passport and register at the University dormitory or hotel you stay in. If you live in friend's or relative's house, you should register at the local police station. A fine of 2000 CNY will be imposed by Police if you fail to do so; which may also affect your visa renewal in future.

请务必在到达中国 24 小时内办理住宿登记手续。办理住宿登记手续时请出示护照及您在中国的住宿登记信息。如果您入住亲友家中，请在当地公安机关登记。如果您没有办理相关登记将会被公安机关处以 2000 元人民币罚款。

## **VI. Registration 报到**

The registration process will commence From Oct. 22th to 25th, 2020, within 8:30-11:30 | 13:30-16:30

If you fail to register within the time limit without permission from Hospality Insitute of Sanya, your admission will be cancelled.

2020 年 10 月 22 日至 25 日, 8:30-11:30 | 13:30-16:30

请在规定日期到校注册, 如果你未得到三亚中瑞酒店管理职业学院同意而没在学校规定的时间报到, 录取通知书将作废。

**Registration Procedures for 2020 international students**

**Registration date: October 22-25**

**Registration time: 08:30-18:00**

**Registration place: International Collaboration Center**

Registration process:

<p>1. Verification information</p> <p>Take the admission notice and passport to the International Exchange Center for verification, and get the freshmen registration transfer form</p>
<p>2. Payment confirmation</p> <p>Hold the payment notice and handle the card payment procedures with the passport.</p>
<p>3. Get one card</p>
<p>4. Submit the enrollment registration form for freshmen, get the student handbook, and check-in notice</p>
<p>5. Check in</p> <p>1) Check information and arrange check-in;</p> <p>2) Submit the check-in agreement (please sign it in advance).</p>
<p>6. Purchase bedding</p>

2020 级国际学生入学注册流程

注册日期：10 月 22-25 日

注册时间：08：30-18:00

注册地点：国际交流中心

注册流程：

<p>1.验证信息</p> <p>持录取通知书、护照到国际交流中心验证，领取新生报到转单</p>
<p>2. 缴费确认</p> <p>持缴费通知单，凭护照现场办理刷卡缴费手续。</p>
<p>3.领取一卡通</p>
<p>4.提交《新生入学登记表》、领取《学生手册》、入住通知单</p>
<p>5.办理入住手续</p> <p>1) 核对信息并安排入住；</p> <p>2)提交入住协议(请学生本人提前签好字)。</p>
<p>6.购买床上用品</p>

校园常用电话：

部门	办公地点	办公电话
国际交流中心	北教学楼 404B	0898-88381111-6880
保卫部	北教学楼 101	0898-88381111-6812
医务室	北公寓负一层 B17	0898-88381111-6120

国际交流中心:

李雪老师 15227761634 梁雪梅老师 18976591399

急救电话: 120; 报警电话: 110; 火警电话: 119

## VII. Others 其他注意事项

1. Arrange personal hair well during the summer vacation. Students are not allowed to dye their hair, dye their nails, or tattoo. Boys' hair should be no more than the forehead, the side but not the ear and the back not the collar.

2. In addition to tuition fees, you also need to prepare for miscellaneous expenses. (please bring cash as much as possible)

3. If I give up admission, please do not use the admission documents received for visa and entry to China, otherwise, you will be punished by the police for illegal entry and residence.

4. China does not recognize the driving license of other countries. If you need to drive a vehicle after you come to China, you need to test and apply for a Chinese driver's license. In China, it is a crime to drive a motor vehicle after drinking. It is forbidden to drive and park motorcycles on campus.

5. Keep the passport and other certificates, keep the credit card, cash, computer and other valuables; do not store cash and valuables in the dormitory.

6. When you leave the room, you must lock the doors and windows, cut off the water and power supply. Don't go out alone at night.

7. Don't chat up with strangers, let alone bring strangers into your own room.

8. When encountering strangers, you should try to leave quickly; when you are attacked by lawless elements, you should dial 110 to call the police immediately.

9. When you get lost, please ask the police for help.

10. Don't lend money to others easily.

11. In case of difficulties, please contact the teacher or counselor in time.

12. Please prepare your suit and shoes. Please see attachment 1 and 2.

1. 在暑假期间整理好个人头发，学生不得染发、染指甲、纹身，男生头发前不过额、侧不过耳、后不过领。

2. 除了学费以外，你还需要准备一下学杂费用（请尽量携带人民币）。

3. 如本人放弃入学，请务必不要使用收到的录取文件用于申请

来华签证和入境，否则将会因非法入境和居留受到警方的处罚。

4. 中国不承认其他国家的驾驶执照，来华后如需要驾驶车辆，需考试及申请中国驾照。在中国，酒后驾驶机动车是犯罪行为。校园内禁止驾驶和停放摩托车。

5. 保管好护照等证件，保管好信用卡，现金，电脑等贵重物品；请勿在宿舍内存放现金及贵重物品。

6. 离开房间时一定要锁好门窗，断水断电，离校外出时一定要结伴而行，不要独自夜间外出。

7. 不要与陌生人搭讪，更不能随便把陌生人带进自己的房间。

8. 遇到陌生人纠缠，应设法迅速离开；遇到不法分子袭击时，应立即拨打 110 报警。

9. 外出迷路时，请向警察求助。

10. 不要轻易借钱给他人。

11. 如遇到困难请及时与班主任或辅导员联系。

12. 请你准备好西装和皮鞋。请查看附件一、附件二。

附件一：女士 Lady

女装范本

短发

盘发

商务正装

商务休闲装

旗袍(商务正装)

小型优雅首饰

正装鞋

商务休闲鞋

**不合格范例**

染发

披发、刘海遮掩

怪异

夸张配饰、指甲油

刺青、纹身



附件二:男士 Man

男装范本

分头

短发

商务正装

商务休闲装

立领西装、衬衫

商务正装

领带

黑色细带皮鞋

腰带标准

长黑袜

**不合格范例**

光头 辫子 发卡 怪异、染发 项链戒指 无带皮鞋 白袜子 运动短袜 咖色皮鞋 花纹袜子