**Notification on Beginning of Autumn Term 2021 for International Students**

**of Henan University**

Based on the overall arrangement of the university, the relevant matters concerning the beginning of autumn term for international students are hereby notified as follows:

1. Registration Time

Postgraduate(Ph.D., Master students): September 1st -September 2nd, 2021

Undergraduates and Chinese language students: September 3rd-September 4th, 2021

1. **International students who are currently living out of Chinese mainland** are required to complete the online registration with WeChat group applet within the time mentioned above, and send the proof of fee remittance voucher to Ms Pu Tian by September 14th. Without approval of the Foreign Affairs Special Committee for Epidemic Prevention and Control of Henan University, no one is allowed to purchase a ticket to enter Chinese mainland.

(2) **International students living in Chinese mainland but not in Kaifeng**, according to the current epidemic prevention and control requirements of Kaifeng City, you cannot apply to come to Kaifeng for now, please use the WeChat group mini program to complete the online registration within the specified registration time, and send the relevant fee remittance voucher to Teacher Pu Tian before September 14th.

The college will update the epidemic prevention and control requirements of Kaifeng City and Henan University for those students in a timely manner. Please wait patiently.

(3) **Students who are currently living in Kaifeng** are required to take their student ID Certificate in person to the International Students Enrollment and Administration Office (313) for registration.

**2. Teaching Arrangement**

**(1)Teaching arrangement of International School for Chinese Language and Culture (ISCLC) (form: Online Teaching)**

All students of the ISCLC (2018, 2019, 2020 undergraduates in Chinese international education, 2021 undergraduates and postgraduates in Chinese international education, and 2021 Chinese language students) will start classes on September 14th, 2021.

**(2) Teaching Arrangement of Specialty Colleges**

The undergraduates and graduate students currently enrolled in various professional colleges will start classes according to the opening time of your Specialty Colleges .

After completing the off-line or online registration and entering the professional learning program, international undergraduate and graduate students 2021 shall attend offline or online classes according to the arrangement of your specialty college.

**Note**: the form, time and courses for international students out of Chinese mainland are arranged by individual specialty college; the beginning time and teaching arrangement of international students in Chinese mainland are synchronized with those of Chinese students.

**3. Regulations on taking leaves and your conditions for being able to register**

(1) Taking leave: international students in Chinese mainland shall register in Henan University within the deadline, and those who fail to do that for more than two weeks, their admission qualifications will be abolished. For those who fail to do so due to illness or other reasons, they shall send an email to dwhy@henu.edu.cn; otherwise, they will be disqualified for failure of registration for no reason. The leave period shall not exceed two weeks starting from the date of registration in principle.

(2)Reservation of admission qualification: for those who are unable to participate online learning due to reasons such as network failure, family and personal health, they can apply for reserving admission qualification for one year. It should be noted that careful consideration is needed for this choice, for the scholarship awarding department will make the final decision on whether the scholarship students can successfully reserve their admission qualifications, and it is not guaranteed whether the scholarship qualifications can be reserved.

**4. Requirements for Epidemic Prevention and Control**

According to the current situation of epidemic prevention and control in Kaifeng City, in accordance with the requirements of Henan Province, the Department of Education, and Kaifeng City, in order to do a good job in epidemic prevention and control at the beginning school of the autumn, to ensure the physical and mental health of students and campus safety, combined with the actual situation of the school, the requirements for all international students (including newly admitted students and old students) at home and abroad are as follows:

(1)**International students who are currently living out of Chinese mainland**, no matter where you live, must strictly abide by the local prevention and control regulations.

(2)**For International students living in Chinese mainland but not in Kaifeng**, according to the current epidemic prevention and control requirements of Kaifeng City and Henan University, cannot apply to come to Kaifeng for now. The college will update the epidemic prevention and control requirements of Kaifeng City and Henan University for domestic and foreign students in a timely manner. Only those who meet the requirements can apply for admission to HENU. Please wait patiently.

(3)**Students who are currently living in Kaifeng should not leave Kaifeng**. If there are special circumstances, you can leave only after being approved by the Foreign Affair Special Committee for epidemic prevention and control of Henan University.

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International School for Chinese Language and Culture,

Henan University

August 22, 2021

Attachment 1: Diagram of Admission Process for International Students of Henan University 2021 in Chinese mainland

Attachment 2: Diagram of Admission Process for International Students of Henan University 2021 out of Chinese mainland

Attachment 1:

**Diagram of Admission Process for International Students of Henan University 2021 in Chinese mainland**

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| **Step 1 Registration Time**  (Ph.D and master students in Chinese mainland: September 1st -2nd)  (Chinese language students and undergraduates: September 3rd -4th) |
| 1.International students in Chinese mainland but not in Kaifeng are required to register in WeChat Group applet within the time mentioned above.  2.International students of other grades in Kaifeng City are required to register at the International Students Enrollment and Administration Office (313) with their student cards. |

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| **Step 2 Payment** |
| 1.Registration fee: international students in Kaifeng City(freshmen of Henan Provincial Government Scholarship, Henan University Scholarship and Self-financed) should go to Ms. Pu Tian to get the payment list, pay 800 RMB registration fee to China Construction Bank (east of the South Gate of Henan University Minglun Campus), and give the cash payment receipt issued by the bank to Ms. Pu Tian.  International students in Chinese mainland but not in Kaifeng are requested to remit 800 RMB registration fee to the school account by bank remittance, and send the proof of remittance voucher to Ms. Pu Tian before September 14th; payment account: Henan University 41001555518050001546, China Construction Bank Heda Branch Bank. (The payment account can only accept RMB, not other currencies. Students must note their passport name when paying the fee.)  2.Insurance premium: the international students in Chinese mainland(students of Henan Provincial Government Scholarship, Henan University Scholarship and Self-financed) shall pay 400 RMB for one semester of study, and 800 RMB per year for studying for one academic year or more. Students shall log in the payment system of Ping’an Endowment Insurance Co., Ltd (www.lxbx.net), pay the fee and show the e-receipt to Ms. Pu Tian after the payment is completed.  3.Student card: Chinese Language students in Chinese mainland shall pay a temporary card deposit (10 RMB), and the deposit will be refunded after returning the card at the end of term; the international undergraduate, master and Ph.D students shall pay 20 RMB for registering the student card which is only for personal use and cannot be returned, and the handling fee is not refunded.  4.Fees for textbooks: the Chinese Language students studying in ISCLC should pay 500 RMB in advance, and the undergraduates should pay 1000 RMB in advance (four years). Please pay it to Ms. Zhang Meixiang in cash.  **Note**: the above items 1-3 will be handled in the International Students Enrollment and Administration Office (313) on the third floor of the international student building, and the fourth item should be handled in the Teaching Affairs Office (310). |

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| **Step 3** **Orientation for freshmen** (time: September 8th , Beijing time) |
| All newly enrolled students are required to participate in the freshmen orientation online(DingTalk APP), and the specific process will be notified later. |

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| **Step 4 Placement Test for Chinese Language Students** (time: 14:00-16:00, September 9th, Beijing time) |
| All newly enrolled language students are requested to take part in the placement test online(DingTalk APP), and the specific examination process will be notified later. The results of class division will be announced by teacher Zhang Meixiang in WeChat group before 12:00 on September 10th. Students who have completed the above process will enter the corresponding class WeChat group. International Students of the specialty colleges will not take the placement test and the time and method for them entering the major study will be notified separately. |

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| **Step 5 Residence Permit Application** |
| 1. The freshmen currently in Chinese mainland but not in Kaifeng who meet the epidemic prevention and control requirements of Kaifeng City and Henan University and their application for coming to school has been approved should prepare the copies of personal information page, visa page and entry stamp page, JW 201/202 form, temporary accommodation registration form, performance certificate issued by the previous university and four photos. After receiving relevant materials at the International Students Enrollment and Administration Office (313), they shall go to the Exit-Entry Administration Office on the third floor of the Citizen’s Home to apply for a residence permit;   2.Students are required to pay 400 RMB for visa application(Students who change their passports need to pay another 200 RMB for passport renewal);  3.When applying for a residence permit, please keep the RESIDENCE PERMIT APPLICATION RECEIPT. The receipt can be used as a temporary passport during the period of residence permit processing;  4. Please bring the receipt to the Exit-Entry Administration Office to pick up your passport within the time specified in the receipt. |

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| **Step 6** **Class Start** |
| 1. Teaching arrangement for International School for Chinese Language and Culture (ISCLC) (form: Online Teaching)  All students of the ISCLC (2018, 2019, 2020 undergraduates in Chinese International Education, 2021 undergraduates and postgraduates in Chinese International Education, and 2021 Chinese Language students) will start classes on September 14th, 2021.2. The International School of Chinese Studies will organize domestic students to conduct related offline cultural experience courses at a specific time. The specific arrangements will be notified separately.will organize domestic students to conduct related offline cultural experience courses at a specific time. The specific arrangements will be notified separately.will organize domestic students to conduct related offline cultural experience courses at a specific time. The specific arrangements will be notified separately.will organize domestic students to conduct related offline cultural experience courses at a specific time. The specific arrangements will be notified separately.will organize domestic students to conduct related offline cultural experience courses at a specific time. The specific arrangements will be notified separately.1. 2020级汉语国际教育硕士研究生9月7日开始上课；  2. ISCLC will organize freshmen in Kaifeng to conduct related offline cultural experience courses at a specific time. The specific arrangements will be notified separately.  3. For freshmen in Chinese mainland studying in a specialty college, the form, time and course of classes shall be arranged by the college. |

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| **Note** |
| International students shall proceed the registration procedure as soon as possible |

Attachment 2:

**Diagram of Admission Process for International Students of Henan University 2021 outside Chinese mainland**

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| **Step 1 Online Registration**  (Ph.D and master students abroad: September 1st -2nd)  (Chinese Language students and undergraduates abroad: September 3rd-4th) |
| **For international students who are currently living outside Chinese mainland**, they are required to complete the online registration with WeChat group applet within the time specified in the notification. **Without approval of the Foreign Affairs Special Committee for Epidemic Prevention and Control of Henan University, no one is allowed to purchase ticket to enter Chinese mainland.** |

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| **Step 2 Fee Payment** |
| 1. Registration fee and Tuition fee: international students outside Chinese mainland (freshmen of Henan Provincial Government Scholarship, Henan University Scholarship, and all the Self-financed students) are requested to get payment list from Ms. Pu Tian, remit the fee to the school account by bank transfer, and send the proof of remittance voucher to Ms. Pu Tian before September 14th; payment account: Henan University 41001555518050001546, China Construction Bank Heda Branch Bank. (The payment account can only accept RMB, not other currencies. Students must note their passport name when paying the fee.)   **The payment details are as follows:**  **Registration fee for Henan Provincial Government Scholarship freshmen**: 800 RMB;  **Registration fee for Henan University Scholarship freshmen**: 800 RMB;  **Self-financed freshmen**: registration fee of 800 RMB, tuition fee(check the payment list for details).  **Self-financed students in other grades:** check the payment list for details.  2. **Insurance premium**: international students outside Chinese mainland are not required to pay insurance premium for the time being. |

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| **Step 3 Orientation for Freshmen** (time: September 8th , Beijing time) |
| All newly enrolled students are required to participate in the freshmen orientation online(DingTalk APP), and the specific process will be notified later. |

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| **Step 4 Placement Test for Chinese Language Students** (time: 14:00-16:00, September 9th, Beijing time) |
| All newly enrolled language students are requested to take part in the placement test online(DingTalk APP), and the specific examination process will be notified later. The results of class division will be announced by teacher Zhang Meixiang in WeChat group before 12:00 on September 10th. Students who have completed the above process will enter the corresponding class WeChat group. International Students of the specialty colleges will not take the placement test and the time and method for them entering the major study will be notified separately. |

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| **Step 5 Class Start** |
| 1. Teaching arrangement for International School for Chinese Language and Culture (ISCLC) (form: Online Teaching) 1. 2020级汉语国际教育硕士研究生9月7日开始上课；  All students of the ISCLC (2018, 2019, 2020 undergraduates in Chinese International Education, 2021 undergraduates and postgraduates in Chinese International Education, and 2021 Chinese Language Students) will start classes on September 14th, 2021.  2. For freshmen in Chinese mainland studying in a specialty college, the form, time and course of classes shall be arranged by the college. |

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| **Note** |
| International students shall proceed the registration procedure as soon as possible |