

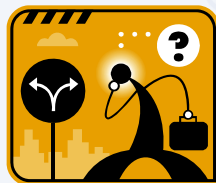
# Go China Preparatory Session

International Relations Office  
&  
Business China

6 August 2009

Are  
**YOU**  
**READY**

for an exciting stint overseas??





# Programme

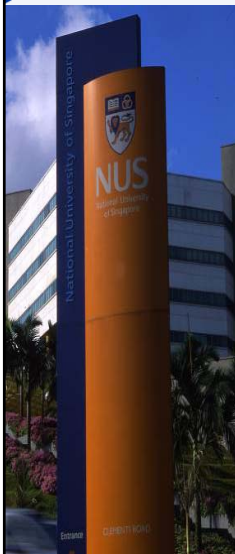
1430	Introduction by Emcee
1440	Address by A/P Anne Pakir, Director, IRO
1445	Address by Mr Sam Tan, Board Director, Business China
1450	Business China Go East Preparatory Workshop by Mr Ding Wei 
1550	Sharing by SEP returnees
1610	Tokens of Appreciation to Mr Ding Wei
1615	Tea reception cum networking with SEP returnees
1645	Wrap-up by IRO on administrative matters
1715	End

## IRO Mission

Forge international partnerships that make NUS a world-class knowledge enterprise

## Core Business

- Promoting NUS and raise NUS global visibility
- Enhancing NUS global pursuits for students
- Participating in global partnerships
- Hosting visits to cultivate global relations



## Programmes

- Student Exchange Programmes
- Summer Programmes
- G to G Exchange Programmes
- International internships (i-Intern)
- International Research Attachment Programme (i-RAP)
- Competitions, forums, cultural programmes, etc.

Find out more from [www.nus.edu.sg/iro](http://www.nus.edu.sg/iro)

## Networking with SEP returnees:

Oon Xiu Wen & Tan Min Joo, Fudan University

Chu Wan Xin, Nanjing University

Lee Han & Tan Xin Yu, Peking University

Hazel Wong, Tsinghua University

Yap Kei Woon, Zhejiang University

(MSN: [wawapika@gmail.com](mailto:wawapika@gmail.com) Hp: 91801411)

Liang Yanjie, Zhejiang University

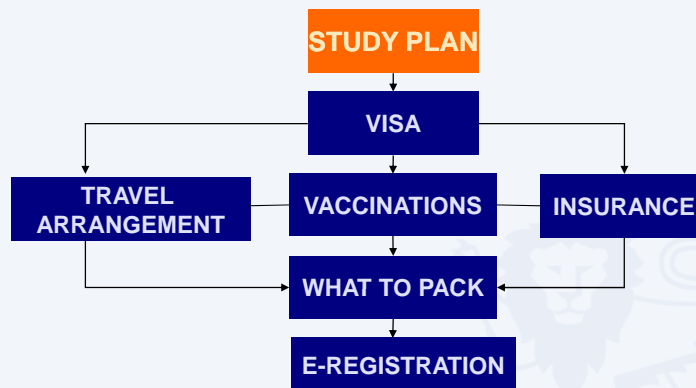
(MSN: [soulewtions@hotmail.com](mailto:soulewtions@hotmail.com) Hp: 98342394)



# What to do before leaving ?

7

## Trip Preparation



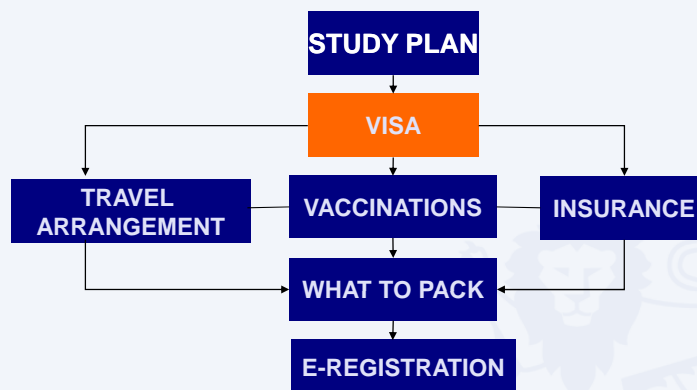
8

## Study Plan

- You should have prepared modules to be taken at the host university. Prepare alternative modules just in case.
- Obtain approval on your study plan from the Dean's Office. Keep a list of relevant contacts of course coordinators for course approval.
- When you at the host university and realize that
  - the module which you originally mapped is not offered *or*
  - there is another module (originally not mapped) that you want to readYou can obtain approval from the relevant department via e-mail.

**Please include detailed course descriptions, contact hours, modes of assessments, etc in your e-mail for study plan approval.**

## Trip Preparation



## Visa

Please ensure that your passport has a validity of >6 months with at least an empty page for the Visa. Make sure that you get the correct visa status.

### Visa Application (China)

#### 1. Visit Visa (F)

- Issued to those traveling to China on short term study or exchange programmes of < 6 months.
- Document required:
  - Completed application form
  - Letter of offer by host university
  - Return air ticket & hotel booking.
  - Applicants holding a new passport are required to submit the old one

11

#### 2. Student Visa (X)

- Issued to those going to China for study of > 6 months.
- Documents required:
  - Original and photocopy of Application Form JW201 or JW202 for International Students issued by the Ministry of Education of China.
  - Original and photocopied letter of offer issued by host university.
  - Medical report (this can be done at UHWC).
  - Return air ticket & hotel booking.

Processing Time: 4 working days

Application Fees: S\$25

\* If you plan to travel out of China during your SEP stint, you should apply for a multiple entries visa.

## Embassy of China

Address: 150 Tanglin Road (near Tanglin Mall)

How to get there: Bus 111 or 132

Refer to SBS Transit Bus Services and Timetable for more information:

[http://www.sbstransit.com.sg/transport/trpt\\_bus\\_timetable.aspx](http://www.sbstransit.com.sg/transport/trpt_bus_timetable.aspx)

Personal assistance line:

6471 2117 (09:00-12:00 & 14:30-16:30, Monday to Friday)

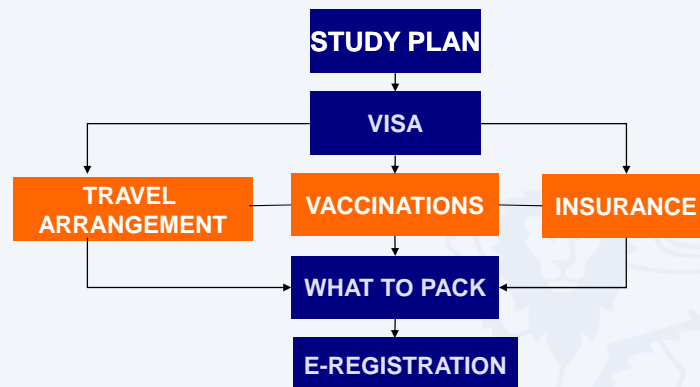
Fax: 6479 5345

Operating Hours: Monday to Friday

9am-11.30am (application & collection)

3pm – 4pm (collection only)

## Trip Preparation



## Travel Arrangements

### Purchase of air tickets

- Visit online portal or any preferred travel agency.

### Airport Shuttle Service

- Some universities arrange for airport transfer. Refer to your offer package for more details.
- Send arrival details to your host university coordinators by the stipulated deadlines.

15

## Trip Preparation

### Vaccinations

- Get basic vaccinations (Hepatitis A, Hepatitis B, Tetanus, Flu, etc.) before leaving.
- Obtain professional advice on other vaccinations to be taken @ NUS UHC.

### Baggage Limit

- Do note that the usual baggage limit is 20kg. **TRAVEL LIGHT!**

16

## Insurance

- ◆ You are strongly advised to purchase an insurance plan in Singapore.
- ◆ **Why Insurance?**
  - ◆ Protect you from financial loss and provide in-time assistance to you and your family in case of accidents and other mishaps.
- ◆ **Types of Insurance:**
  - ◆ Personal Accident
  - ◆ Medical
  - ◆ Travel
- ◆ Please approach your insurance agent for advice on purchase of a policy that best suit your travel needs.

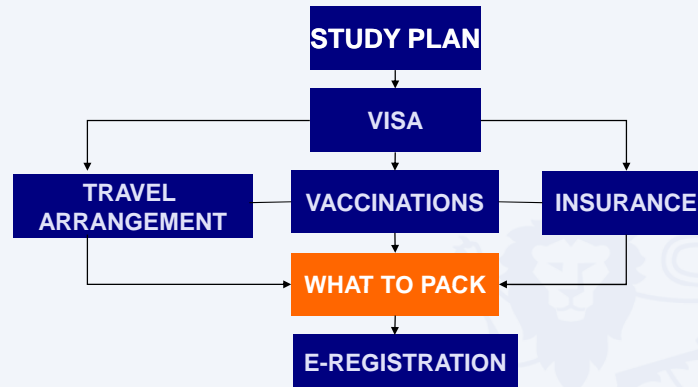
17

## Insurance

- **Please Note:**
  - ◆ Familiarise yourself with your policy's coverage. Take note of the clauses and disclaimers in your policy.
  - ◆ Report accident/loss at the earliest possible opportunity.
  - ◆ Take photographs and note down the serial numbers of electronic equipment and obtain receipts for insurance claims.
  - ◆ Policy usually do not cover congenital and pre-existing conditions or illness.
  - ◆ Bring the policy and relevant contact numbers along with you.

18

## Trip Preparation



19

## What To Pack

### ● Important Documents

- Valid passport with current student visa
- Letter of offer from host university
- Receipts of payments (visa, tuition fees)
- NUS transcripts (to facilitate module registration)
- Medical Records
- Forms of identification (driving license, identity card)
- Photocopies of important documents (letter of offer, I/C, passport, insurance policy etc.)

**Reminder: Pack the most important documents in your carry-on luggage. Suggest that you put a second copy of each in your suitcase and leave a third copy at home with your family.**

20

## ■ Clothing

- Winter (-10°C – 5°C)
  - ◆ Thick winter clothing
- Spring (20°C – 25°C)
  - ◆ Long sleeves and pants/jeans
  - ◆ It is advisable to bring along a light sweater as the weather is rather unpredictable.
  - ◆ Bring a poncho/ umbrella along.
- Summer (28°C – 38°C)
  - ◆ The lightest of clothes like T-shirts, sandals and shorts
  - ◆ If you are going up hills, bring along a poncho in case it rains, as well as a sweater as it can get very cold.
- Autumn (12°C – 20°C)
  - ◆ Long sleeves and pants/jeans

21

## ■ Others

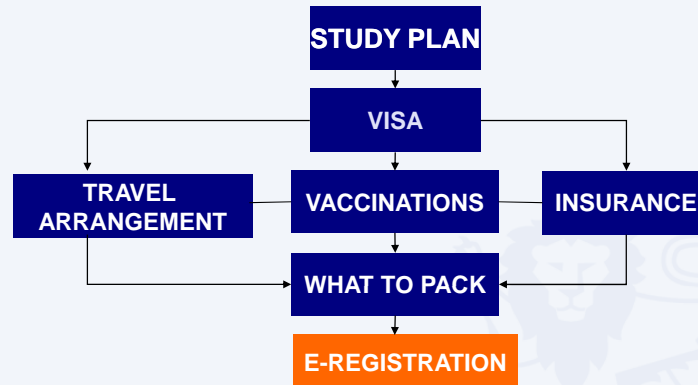
- ◆ Medication (e.g. panadol, anti diarrhoea, flu tablets, personal medication which may not be easily obtainable overseas etc.)
- ◆ Thermometer and face masks
- ◆ Money (in local currency)
- ◆ Camera / Video
- ◆ Hand phone, charger, adapter
- ◆ Notebook and writing materials
- ◆ Spare spectacles
- ◆ Toiletries, sanitizer, wet wipes, lotion etc.

Check **Customs** and **Quarantine** regulations and pack separately any items you might need to declare.

For more details, go to “Outgoing Student Resources” at:  
<http://www.nus.edu.sg/iro/nus/students/resources.html>

22

## Trip Preparation



23

## E-Registration

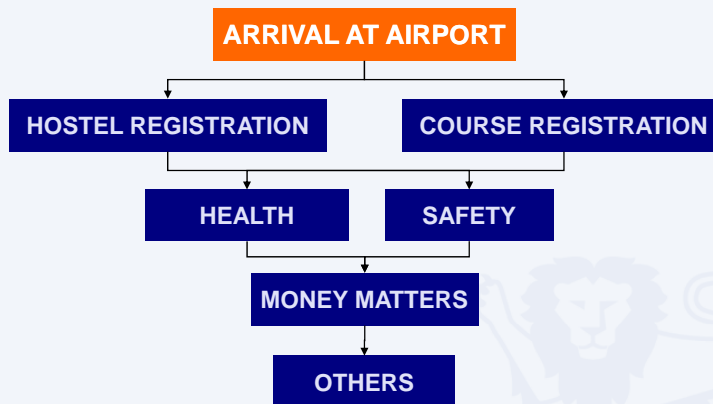
- You are required to register with MFA at: <http://eregister.mfa.gov.sg>. In times of emergency, MFA would be able to provide you with consular assistance.
- Please update your personal details and next-of-Kin with NUS at <http://www.nus.edu.sg/registrar/adminpolicy/responsibility.html>.
- For NS men, ensure that you have notified MINDEF about your trip.

24



## What to do upon arrival?

25

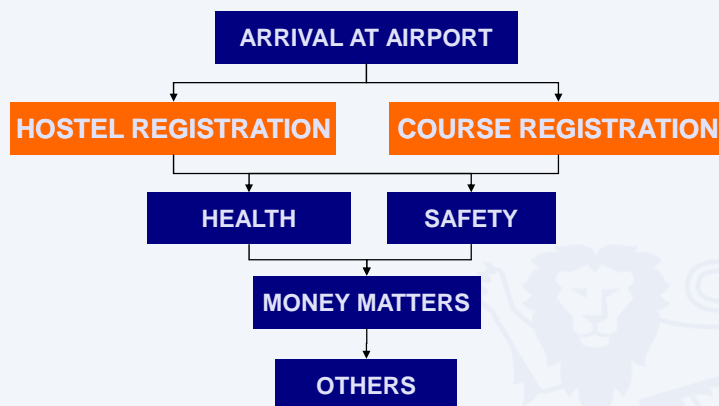


26

## Arrival at airport

- Some universities provide free airport shuttle if you arrive during the stipulated time frame.
- You can consider taking a cab if you are going in a group.
- Bring along the English and the Chinese addresses of the host universities, especially info on which gate to enter, etc.
- “Report” to the International Office at your host university upon arrival.

27



28

## Hostel Registration

- Students to register for on-campus accommodation. This may take place at the hostel itself. Remember to always note the name and contacts of whom you discussed matters with.
- Check with your host university if you are required to pay hostel bill by cash or credit. Always keep the deposit receipt for subsequent refund.
- Bring enough cash and photocopied IC and passport.
- Do inform host university if you can't report on time.

29

## Course Registration

- Refer to the offer package for the exact office/department to approach for course registration.
- Bring along your admission letter and passport. Always carry with you a few passport-sized photos just in case.
- The office/department will help you with course selection. Do send the study plan back to your home faculty to seek approval if necessary.

30



## Health

### Water

Do NOT drink water directly from the tap. Drink boiled water or bottled mineral water.

### First aid kit

Bring your own supply of Panadol, lozenges, cold relief, cough syrup and anti diarrhea medicine.



## Public Advice

### Global Influenza A (H1N1-2009)

#### What can I do to protect myself and others against the Flu?

- Practise good personal hygiene and be socially responsible by:
  - Washing your hands regularly and thoroughly with soap and water, especially before touching your eyes, nose or mouth
  - Turning quickly away from anyone near you if you are about to cough or sneeze
  - Covering your nose and mouth with a tissue when coughing or sneezing
  - Dispose of the tissue properly in the dust bin after use
  - Avoiding crowded places if you are unwell and wear a surgical mask to cover your nose and mouth
  - Using a serving spoon when sharing food at meal times
  - Seeing your family doctor if you are feeling unwell
- Lead a healthy lifestyle helps to build up your immunity and protects you against infection.
- Eat a balanced diet, including plenty of fruit and vegetables
  - Be active. Do 30 minutes of physical activity at least 5 days a week.
  - Learn to relax and have enough sleep and rest.
  - Do not smoke.



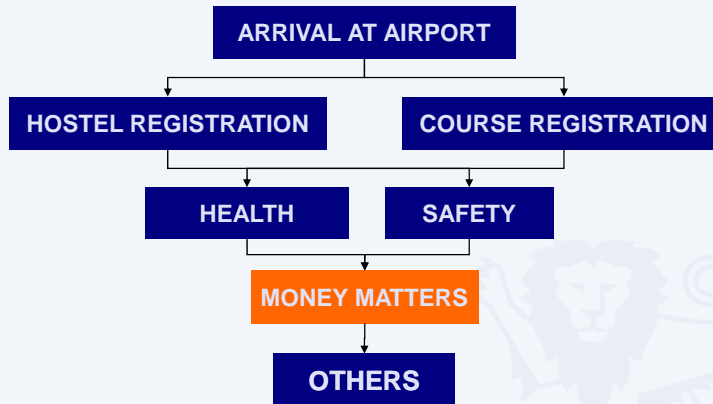
33

<http://www.moh.gov.sg>

## Safety

- Never accept rides from anyone other than official taxi drivers. Especially in China, beware of the private taxis (“黑车”) as they tend to overcharge.
- Ensure passport is kept in a very safe place.
- Beware of pickpockets.
- Beware of friendly strangers.
- Never leave your belongings unattended.
- Always inform another person if you are going on a trip.

34



## Budget

Ensure that you have budgeted enough for your trip.

**Estimated monthly expenditure, in SGD:**

	China	Taiwan
Accommodation	\$160 - \$560	\$320- \$340
Meals	\$130 - \$320	\$270 - \$450
Books, stationery supplies, etc.	\$10 - \$35	\$20 - \$30
Public Transport	\$30 - \$60	\$45 - \$60
Personal Expenses (Toiletries, clothing, entertainment, etc.)	\$50 - \$200	\$130 - \$150
<b>TOTAL</b>	<b>\$380 - \$1,175</b>	<b>\$785 - \$1,030</b>

Most hostels require students to pay deposits & 1st month rental.



## Others

- Register and activate your email account with the host university and check your email frequently for announcements and student activities.
- Check NUS email frequently for new announcements and other academic matters.
- Don't miss the CORS bidding period for the semester you plan to return to NUS!



## Emergency Contacts

### China

#### Public Emergency Service

- **Police:** 110
- **Fire:** 119

#### Embassy of the Republic of Singapore, China

- **Address:** No. 1 Xiu Shui Bei Jie, Jian Guo Men Wai, Chao Yang District, Beijing 100600
- **Office hours:** Monday – Friday, (0830-1200 hrs) & (1300-1700hrs)
- **Tel:** 86 (10) 6532-1115   **After office hour:** 86 13910755251
- **Fax:** 86 (10) 6532-9405
- **E-mail:** [singemb\\_bej@sgmfa.gov.sg](mailto:singemb_bej@sgmfa.gov.sg)
- **Website:** <http://www.mfa.gov.sg/beijing/>

39

#### Singapore Consulate-General, Shanghai

- **Address:** 89 Wan Shan Road Shanghai 200336
- **Office hours:** Monday – Friday, (0830-1200hrs) & (1300-1700hrs)
- **Tel:** 86 (21) 6278-5566   **After office hour:** 86 13801949439
- **Fax:** 86 (21) 6295-6038, 86 (21) 6295-6099 (Visa)
- **E-mail:** [singcg\\_sha@sgmfa.gov.sg](mailto:singcg_sha@sgmfa.gov.sg)
- **Website:** <http://www.mfa.gov.sg/shanghai/>

#### Singapore Consulate-General, Xiamen

- **Address:** No.189, Xiahe Road #05-07/08, The Bank Centre, Xiamen 361003, Fujian
- **Office hours:** Monday – Friday, (0830-1200hrs) & (1330-1700hrs)
- **Tel:** 86 (592) 268-4691   **After office hour:** 86 13906029002
- **Fax:** 86 (592) 268-4694
- **E-mail:** [singcg\\_xmn@sgmfa.gov.sg](mailto:singcg_xmn@sgmfa.gov.sg)
- **Website:** <http://www.mfa.gov.sg/xiamen/>

40

### Singapore Consulate-General, Chengdu

- ◆ **Address:** 31-D First City Plaza, No 308, Shuncheng Street, Chengdu, Sichuan 610017
- ◆ **Office hours:** Monday – Friday, (0900-1700hrs)
- ◆ **Tel:** 86 (28) 8652-7222    **After office hour:** 86 13908073562
- ◆ **Fax:** 86 (28) 8652-7555
- ◆ **E-mail:** [chengdu@iesingapore.gov.sg](mailto:chengdu@iesingapore.gov.sg)

### Singapore Consulate-General, Guangzhou

- ◆ **Address:** Unit 2418, CITIC Plaza Office Tower, 233 Tianhe North Road, Tianhe District, Guangzhou 510613
- ◆ **Office hours:** Monday – Friday, (0830-1230hrs) & (1330-1700hrs)
- ◆ **Tel:** 86 (20) 389-12345    **After office hour:** 86 13922296253
- ◆ **Fax:** 86 (20) 389-12933 (Consular), 86 (20) 389-12123 (Visa)
- ◆ **E-mail:** [sin\\_consulargz@yahoo.com.cn](mailto:sin_consulargz@yahoo.com.cn)
- ◆ **Website:** <http://www.mfa.gov.sg/guangzhou>

41

## NUS

### ◆ Emergency Contact

- ◆ **Tel: 6516 1616**



### ◆ International Relations Office (IRO)

#### Chooi Foong Sin (Ms)

- ◆ **Tel:** 6516 1350
- ◆ **Email:** [irocfcs@nus.edu.sg](mailto:irocfcs@nus.edu.sg)

#### Zann Lum (Ms)

- ◆ **Tel:** 6516 1189
- ◆ **Email:** [irolym@nus.edu.sg](mailto:irolym@nus.edu.sg)

42

- You can approach the IRO/ SEP administrators at the host universities if you need assistance.
- Remember to consult your home faculty's SEP coordinators and administrators for advice on academic matters.
- Remember to update Registrar's Office on your contact details at: <http://www.nus.edu.sg/registrar/adminpolicy/responsibility.html>



**NOTE:**  
Please contact your family members during any emergency!

43

**Finally...**

before you **Fly**...



44

## Know the Expectations

- Remember at all times that you are an ambassador of Singapore/NUS and a guest in other's country.
- Dress appropriately for the occasion and be neatly attired at all times.
- Be prepared to do what the Chinese do.
- Do not judge by the one person who has given you trouble.
- Stay positive. Keep smiling.



45

## An Exciting Experience Awaits...



46