Contents

Preparations Before Arrival

I. Important Documents

Welcome to Beijing Normal University to begin your journey of studying in China with us! Please prepare the following documents before your arrival:

✓ Valid personal passport with visa（X1 or X2 visa）

✓ Admission Notice

✓ "Confirmation Form for Study in China" (JW201/202 Form) or Information Form for Foreign Students' Short-term Visit (DQ Form)

✓ 2 inches white background ID photos (face clearly visible) (at least 4 copies)

✓ Original Copy of Health Report (if applicable).

✓ Students under 18 years old must provide "Certificate of Guardianship in China"

Please keep the Admission Notice and the Foreigner Physical Examination Form (JW202/201) or the Short-Term Study Student Information Form (DQ Form) issued by the school safe. These are important documents required for entering campus, registration, health check, and switching residence permit after your arrival in China.

II. Entrance Visa

According to Chinese laws and regulations, international students must hold an X1 (Exceeding 180 days within China) or X2 (Not exceeding 180 days within China) Study Visa. Other visas will not be accepted during registration.

International students must apply for a Student Visa at a Chinese Embassy (Consulate) within their own respective countries. Please provide admission notice and Confirmation Form for Study in China" (JW201/202 Form) or Information Form for Foreign Students' Short-term Visit (DQ Form) provided by BNU and any other documents as requested by the Embassy (Consulate) for application.

Currently, the Admission Notice, Confirmation Form for Study in China" (JW201/202 Form) or Information Form for Foreign Students' Short-term Visit (DQ Form) are issued electronically instead of in paper format. If required, please print these documents yourself for visa application purposes.

❖ The Admission Notice serves as the sole proof of your acceptance by the university. It will be issued in electronic format through the application system used during your application process:

https://international.bnu.edu.cn/user/login

❖ The original document can be collected after enrolling at the university upon arrival and registration.

Sample of Admission Notice

❖ The Confirmation Form for Study in China (JW201/202 Form) or Information Form for Foreign Students' Short-term Visit (DQ Form) has now been digitized. It will be sent to your email address within ten working days after you receive the Admission Notice. Please check your email inbox carefully. If you have any questions regarding the visa application form, you can email isp@bnu.edu.cn for assistance.

外国留学人员来华签证申请表
Visa Application for Study in China
中华人民共和国教育部印制/Printed by the Ministry of Education (MOE) of PRC   JW202

NO.1230000081 接受院校/Host Institution: 北京师范大学

姓名/Name   姓/Family Name   名/Given Names

国籍/Nationality: 护照号码/Passport No.:   性别/Sex: 婚否/Marital Status:

出生日期/Date of Birth: 年 y. 月 m. 日 d.   出生地点/Place of Birth:

家庭地址和电话/Home Add.& Tel.:

最后学历/Highest Academic Degree Obtained: 职业/Occupation:

工作或学习单位/Employer or Institution Affiliated:

来华学习专业/Field of Study in China: 工商管理
学习期限/Duration: 自 from 年 09 月至 y. m. to 2024 年 07 月 y. m.

学生类别/Student Status: 硕士研究生   注册截止日期/Deadline for Registration: 2 年/y. 08 月/m. 31 日/d.

推荐单位和电话/Reference& Tel.:

在华事务担保人和电话/Guarantor in China & Tel.:

经费来源/Financial Funding: 奖学金/Scholarship□;自费/Self-supporting□;其他/Other□
经济担保人或机构/Financial support will be provided by:

备注/Note:
1、此表仅限于非政府渠道接受的外国留学人员使用。
2、请持本表前往中国使（领）馆申请来华学习签证。
3、请持本表到校注册。
Note:
1. This form is for private and inter-institutional students.
2. Please present this form to apply for student entry visa at the Chinese Embassy or Consulate General.
3. Please present this form to register at the host institution.

短期来华留学生信息表
Information Form for Foreign Students' Short-term Visit
中华人民共和国教育部印制/Printed by the Ministry of Education (MOE) of PRC   DQ

No. 接受院校/Host Institution: 北京师范大学

姓名/Name   姓/Family Name   名/Given Names

国籍/Nationality: 护照号码/Passport No.:   性别/Sex: 婚否/Marital Status:

出生日期/Date of Birth: 年 y. 月 m. 日 d.   出生地点/Place of Birth:

家庭地址和电话/Home Add.& Tel.:

最后学历/Highest Academic Degree Obtained: 职业/Occupation:

工作或学习单位/Employer or Institution Affiliated:

来华学习专业/Field of Study in China: 汉语言文学
学习期限/Duration: 自 from 年 02 月至 y. m. to 年 07 月 y. m.

学生类别/Student Status: 普通进修生   注册截止日期/Deadline for Registration: 日/y. 月/m. 日/d.

推荐单位和电话/Reference& Tel.:

在华事务担保人和电话/Guarantor in China & Tel.:

经费来源/Financial Funding: 奖学金/Scholarship□;自费/Self-supporting□;其他/Other□
经济担保人或机构/Financial support will be provided by:

备注/Notes:
1、此表仅限于非政府渠道接受的短期来华留学生使用。
2、此表仅用作前往中国使（领）馆申请来华学习签证的辅助材料。
Notes:
1. This form is for short-term private and inter-institutional students.
2. Please present this form as reference material to apply for student entry visa at the Chinese Embassy or Consulate General.

Sample of "Confirmation Form for Study in China" and "Information Form for Foreign Students' Short-term Visit (DQ Form)"

❖ For the JW201 Form and admission materials, please visit the official website of the China Scholarship Council to download them: https://studyinchina.csc.edu.cn/.

❖ If you need to learn more about the Chinese Embassy or Consulate information in your country and visa application details, you can refer to the following websites:

● Chinese Consulate Service: http://cs.mfa.gov.cn/

● Ministry of Foreign Affairs of the People's Republic of China: https://www.fmprc.gov.cn/

Notes:

❖ After obtaining your X1 or X2 visa, please carefully read the textual instructions noted on the visa, and pay attention to the validity period of the visa:

● The X1 visa is valid for 30 days after entry. Holders of the X1 visa must apply for a residence permit within 30 days of entry, otherwise, staying beyond the visa expiry date will be considered illegal residence. We advise students to plan their travel according to the academic calendar and avoid arriving too early, as you can only apply for a residence permit after registering according to the assigned registration date.

● The number of entries and the duration of stay allowed after entry are both indicated on the X2 visa. International students holding an X2 visa must remember the duration of their stay after entry and register at the school within the specified time.

III. Health Check

Students entering China with an X1 visa must complete health check for the purpose of obtaining a study residence permit. They can choose to do this before or after their arrival in China.

For students entering China with an X2 visa, they do not have to do

the health check if there is no requirements while applying for their visa.

1. Health check in Home Country and verify the report in China:

❖ Download the "Foreigner Physical Examination Form" and print double-sided.

❖ The contents should be filled in Chinese or English, and the date of issuance should be clear. This form is valid for six months from the date of issuance. This form must include a photo of the examinee (stamped with the hospital seal), the medical examination conclusion, the doctor's signature, and the hospital seal (consistent with the seal in the photo).

❖ The physical examination items shall be carried out according to the contents of the Physical Examination Record For Foreigners, and the original reports or test sheets such as X-ray reports (or X-ray films), ECG drawings or reports, laboratory test reports (at least including HIV and syphilis tests), ultrasonic examination reports, etc. shall be attached.

2. Health check after arrival in China:

Follow the official WeChat account of the General Administration of Customs International Travel Health Care Center. Click on "我要预约" to schedule an appointment and check the required documents. Upon successful appointment reservation, you will receive a text message (SMS)

containing the scheduled time and location for your medical examination. Please proceed to the designated place at the specified time.

For detailed appointment instructions, please refer to the "[Medical Examination Appointment Process](#)". The actual arrangements are subject to the latest notification from the center.

3. Documents required for Medical Exam and/or Verification

✓ Admission Notice

✓ "Confirmation Form for Study in China" (JW202/201 Form)", or "Information Form for Foreign Students' Short-term Visit (DQ Form)"

✓ Original or Photocopy of Passport (Passport ID Page + Visa Page + Remarks Page)

✓ White Background Passport Photos x2

✓ Examination Fee or Verification Fee (actual fee determined by the medical examination center)

IV. International Students Online Service System

The "International Student Online Service System" is used for reserving dormitories, paying tuition fees, scheduling airport pickup, updating personal information, etc. It will be frequently-used during your study at BNU. After admission, all new students will need to create an account to log in to the system. For more details, please refer to the "Registration Instruction of International Student Online Service System".

Please add the URL to your browser: https://bnu.17gz.org/

If you encounter any problems during logging in, please send email to isp@bnu.edu.cn for assistance.

V. Accommodation Information

1. On-Campus Accommodation

If you choose to stay in on-campus apartments, you need to make a reservation in advance. Those who have not made a reservation need to arrange off-campus accommodation by themselves.

Booking Period: July 1st, 2025, 9:00 AM - August 24th, 2025, 11:00 PM (Beijing Time)

Booking Website: https://bnu.17gz.org/

Introduction to various on-campus apartments can be found on the International Student Office website under "Study & Life" - "Dormitory Introduction". Contact information for each apartment is as follows:

Liyun Academy (Third Apartment): +86-10-58805151

Xinsong Apartment: +86-10-58807890

Lan Hui Apartment: +86-10-58806000

❖ Students who have been awarded the Chinese Government Scholarship (full scholarship) and the International Chinese Language Teacher Scholarship (full scholarship), as well as some exchange students exempt from accommodation fees, do not need to make online reservations. They will be arranged to stay in Lan Hui Apartment by the university. Any changes will be notified accordingly.

❖ New student check-in date starts from September 7st, 2025 for the

first semester of the 2024-25 academic year. Students should collect the "Temporary Accommodation Registration Form" at the reception desk after check-in, for registration and visa application.

❖ If arriving early before the check-in date, you may find accommodation in nearby hotels:

● **BNU International Academic Exchange Center (Jingshi Building)**

Phone: +86-10-58802288, Extension: Reservations Department

Address: No. 19 Xueyuan South Road, Haidian District

● **Hanting Hotel (Jishuitan Branch)**

Phone: +86-10-85830033

Address: No. 4 Xueyuan South Road, Haidian District

● **Holiday Inn Beijing Deshengmen**

Phone: +86-10-82065555

Address: No. 71 Deshengmenwai Street, Xicheng District

2. Off-Campus Accommodation

If you choose to live off-campus, please consult a reputable real estate agency. When signing a rental contract, carefully read all terms to protect your rights and interests. After finalizing your off-campus address, ensure you promptly complete the accommodation registration process to

avoid issues related to illegal residence.

For students renting private residences:Within 24 hours of moving in, bring your valid identification documents and relevant paperwork, and accompany the landlord to the local police station to collect the Accommodation Registration Form.

For students staying in hotels: Please proceed to the hotel front desk to collect the Accommodation Registration Form.

Additionally, please remember to update your residential address in China with the International Student Office.

Sample of Accommodation Registration Form

VI. Payment Guide

Recently, the People's Bank of China released a multilingual guide to introduce various payment services and their usage processes for foreigners in China. For details, please refer to the "Payment Guide in China". Currently, foreigners in China can use payment methods such as bank cards, mobile payments, cash, opening bank accounts, and digital

RMB.

China implements quota management for carrying RMB cash in and out of the country, with a limit of up to 20,000 RMB. It is recommended that students exchange a certain amount of RMB before coming to China and prepare 1-2 bank cards that can be used in China to pay for accommodation, meals, transportation, and other living expenses for the first 1-2 months after arrival. When carrying cash, please pay attention to security.

VII.   Luggage Preparation

Beijing experiences distinct seasons throughout the year, so it is advisable to bring clothing suitable for all seasons. On-campus apartments provide basic bedding such as blankets and sheets, but personal items such as toothbrushes and slippers need to be prepared by students themselves. Students living off-campus can bring lightweight bedding and toiletries for immediate use upon arrival.

Arriving at BNU

I. Arriving at campus

1. Airport Pickup

Airport pickup service is available for new students. Students need to log in to the "International Student Online Service System" (https://bnu.17gz.org/) and make a reservation from <mark>July 1st, 2025, 9:00 AM - August 24th, 2025, 11:00 PM</mark>. Detailed airport information and available time can be found in the reservation system.

2. Self-Arrival

(1) By Taxi

Beijing Normal University (Haidian Campus): No. 19 Xinjiekou Outer Street, Haidian District, Beijing

When taking a taxi to the university, you can provide the above address to the driver. If using a ride-hailing app, it is recommended to

save the school address in advance for convenience.

(2) By Airport Shuttle Bus

Upon arrival at the Capital Airport, you can take the airport bus Princess Tomb Line to "Madian Bridge Station," then transfer to a taxi to reach the campus.

(3) By Rail Transit

Route 1: Capital International Airport - Dongzhimen Station (transfer to Metro Line 2) - Jishuitan Station, exit from D, then take a taxi to the campus, or walk to "South of Jishuitan Bridge" Station and take a bus (Routes 22, 47, 88, etc.) and get off at "Tielishizifen" Station to arrive at the east gate of the campus.

Route 2: Daxing International Airport - Caoqiao Station (transfer to Metro Line 19) - Beitaipingzhuang Station, exit from A, then take a taxi to the campus, or walk to "North of Beitaiping Bridge" Station and take a bus (Routes 22, 47, 508, 510, etc.) and get off at "Tielishizifen" Station to arrive at the east gate of the campus.

New students can enter the campus by presenting their admission notice and passport. If accompanied by family or friends, new students can make an entry reservation for their visitors through the following methods: 1. Log in to the Information Portal at https://one.bnu.edu.cn → Service Hall to complete the reservation.2. Open WeChat → Contacts → 北京师范大学→ A 访客入校预约.(Note: A Chinese phone number is

required) Once the reservation is successful, the visitors can enter the campus by presenting their valid ID.

II.   Accommodation Registration

According to the "Detailed Rules for the Implementation of the Law of the People's Republic of China on the Administration of Entry and Exit of Foreigners," foreigners must complete temporary accommodation registration within 24 hours after entering China. Those living off-campus should register at the local police station, while those staying in hotels or on-campus dormitory should register at the front desk. Failure to comply with this regulation may result in a warning or a fine imposed by the public security authorities.

III. SIM Card Registration

In China, smartphones have become an essential part of everyday life. Functions such as instant messaging and mobile payments are necessary for daily activities. It is recommended that students obtain a Chinese SIM card after settling in, to ensure smooth communication and convenience during their stay in China.

China Unicom: opposite to Xue 12 Building, 2nd floor, near

Starbucks

China Mobile: north side of Lanhui Apartment, near Minor West Gate

IV. Opening a Bank Account

1. Required Documents for Account Opening:

Valid personal passport, Admission Notice, Temporary Accommodation Registration Form

2. Bank for Account Opening:

Bank of China, Beijing Wenhuayuan Sub-branch, Address: No. 4 Wenhuayuan North Road, Haidian District

Students can also choose other banks near the university to open an account and apply for a UnionPay card.

❖ After opening the account, please ask for a customer receipt to register your bank card information at school.

V. Tuition Payment

Please log in to the "International Students Online Service System" (https://bnu.17gz.org/) to complete the tuition fee payment two weeks before registration.

Payments from outside China: Supported through VISA or MasterCard credit cards.

Payments within China: Supported through Alipay, WeChat Pay, or UnionPay online banking.

❖ Visit the International Students Office website to view the ["International Students Tuition Management Regulations"](#).

VI. Medical Insurance

According to the regulations of the Ministry of Education of the People's Republic of China, all international students must purchase comprehensive medical insurance while in China. All students are required to purchase insurance <u>two weeks before registration</u>, and the insurance period must match the validity period of the visa application. Scholarship students' insurance fees will be provided with their living expenses.

❖ **Insurance Standards**:

1. Death and accidental disability coverage, with a sum insured of no less than 100,000 RMB.

2. Accidental injury medical coverage, with a sum insured of no less than 20,000 RMB.

3. Hospitalization medical coverage, with a sum insured of no less

than 400,000 RMB.

4. Outpatient and emergency medical coverage, with a sum insured of no less than 20,000 RMB.

5. Death posthumous services, with a sum insured of no less than 200,000 RMB.

The insurance service agency must provide claim consultation, medical guidance, and advance payment services for hospitalization and posthumous services.

❖ Insurance Fee for Scholarship Students: 400 RMB per semester, 800 RMB per year.

❖ Refer to the "Insurance Purchase Example" for the purchase process.

❖ Student information will be updated progressively based on admission status. If you are unable to purchase insurance immediately after logging into the system, please wait patiently and keep checking for updates.

VII.   Registration

The registration process must be completed in person by the student and cannot be entrusted to others. Students must pay tuition fees and purchase insurance on the registration day; otherwise, the registration process cannot be completed.

If you are unable to register on time due to special circumstances, please contact your department in advance and apply for leave. With approval, you may defer your registration. If you fail to register within two weeks of the registration date without a valid reason, you will be considered to have withdrawn automatically.
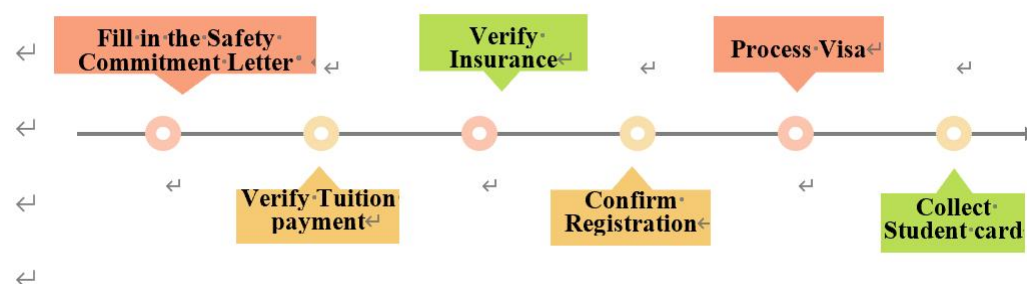
1. **Registration Time: September 14th, 2025**

2. **Registration Location: International Students Office, Room 9107, 1st Floor, Jingshi Building**

3. **Required Documents:**

   ✓ Valid personal passport

   ✓ Original Temporary Accommodation Registration Form

   ✓ Two passport photos (white background, with student number and Chinese name written on the back of each photo)

4. Registration Process:

VIII. Visa and Residence Permit

Students holding an X1 visa who need to apply for a residence permit should prepare the following materials:Original passport, Temporary Accommodation Registration Form (for on-campus students, obtain this from the dormitory front desk), Medical examination report, Passport-sized photos, Admission Notice, Confirmation Form for Foreign Students Coming to China (JW201/202 Form), etc. Please ensure all required documents are ready for the application process.

Students can choose one of the following options:

Self-application: Visit the official website of the Beijing Public Security Bureau (http://gaj.beijing.gov.cn) or use the WeChat mini-program to make an appointment and complete the process independently.

Visa agency service: Delegate the process to a visa agency (additional service fees apply). For more details, please refer to the "[Visa Guide](#)" section on the website.

❖ The first-time conversion of the X1 visa to a residence permit requires a medical examination report. Please refer to the "Health Check" section for preparation. X2 visa holders do not need to switch their visa or do the health check.

Please note: Your passport and visa are your most important identification and proof of legal stay in China. Always be aware of your passport, visa, residence permit, and stay permit expiration dates. Ensure

to leave the country or apply for an extension or renewal before the expiration date.

If there are changes to the registration details of your residence permit (purpose of residence, duration of residence, place of issue, passport information, etc.), you must apply for changes at the exit and entry administration department of the public security authority within 10 days of the change as well as update the information with ISO.

❖ Beijing Public Security Bureau Website: http://gaj.beijing.gov.cn

IX. Passport Renewal

After renewing your passport in China, you must go to the Beijing Public Security Bureau **within 10 days** of receiving your new passport to update the passport number and related visa procedures, otherwise, you will be penalized for illegal residence.

If you change your passport due to a name change, you must bring the new and old passports and the original certificate issued by your home country's household registration department or embassy (the document must be in Chinese and English) to the International Students Office for information updating and registration.

In case of a lost passport, please immediately report the loss to the police station and then go to the district's Public Security Bureau Exit-

Entry Hall to obtain a passport loss certificate. Use this certificate to apply for a new passport at your home country's embassy in China.

Within 10 days of receiving your new passport, you must first complete the accommodation registration, then go to the exit-entry administration to handle the passport and visa procedures, and update the accommodation registration once you obtain the new visa.

X. Information Update

If there are any changes to your passport/visa information, contact details, accommodation address, or bank card information, please log in to the International Student Online Service System (https://bnu.17gz.org/) to update your information, or visit the International Student Office in person to register the changes.

Life in Beijing

I. About BNU

Beijing Normal University (BNU) grew out of the Education Department of Imperial University of Peking established in 1902, and now it is a renowned University specializing in the fields of Teachers Education, Educational Technology and the Fundamentals of Arts and Science. BNU is comprised of Beijing Campus District and Zhuhai Campus District. The school has 3 Faculties, 28 Schools, 2 Departments, 10 Research Institutes and 4 Academies. At present, the university has established cooperative ties with about 250 universities and international organizations from more than 40 countries and regions.

II. Academic Semester

BNU has two semesters, a Spring semester and a Fall Semester. The Fall semester usually starts from September to January of the next year. The Spring Semester usually from latter half of February to June. Each school year has a long winter and summer breaks.

III. BNU WeChat Portal

Scan the QR code on the right, log in with your 数字京师 account credentials, and enter your mobile number. Long-press the displayed QR code to complete WeChat authentication. There are two authentication scenarios:

1: If the entered mobile number matches the one bound to your WeChat: simply long-press the QR code to follow successfully.

2: If the entered mobile number does not match your WeChat-bound number: long-press the QR code to follow "Beijing Normal University". Do not close any windows—wait for an identity verification message from "Enterprise WeChat Team". Click the message, complete secondary verification by entering the previously submitted mobile number and verification code.

Common Error & Solution:

Error: "This mobile number is not in the enterprise directory."

Cause: Incomplete registration or mobile number mismatch.

Fix: Re-scan the QR code, re-enter your details, and retry authentication.

微信门户绑定信息切换流程

如需修改微信门户当前绑定的"学工号"或"微信号"，请进入**身份验证助手—身份验证**，点击**解绑微信**按钮，解绑后请打开微信设置中的**存储空间-清理微信缓存**功能以彻底清除原始绑定信息。清除缓存后请使用新的"学工号"或"微信号"重新进行身份验证。**(扫描右侧二维码查询当前绑定情况)**

解绑流程：

清理缓存流程：

微信扫码重新关注

Instructions for Modifying WeChat Portal Bindings

To update your currently linked "Student ID" or "WeChat Account", follow these steps:

Unbind Existing Account

Go to: "Identity Verification Helper 身份验证助手 → Identity Verification 身份验证"

Click the "Unbind WeChat 解绑微信" button.

Open WeChat Settings → "Storage Space" → "Clear WeChat Cache" 设置-存储空间-清理微信缓存.

After cache clearance, perform a fresh identity verification using your new Student ID or new WeChat account.

Need to check current binding status? → Scan the QR code on the right for verification.

IV. Campus Card

The BNU Campus Card" you received upon registration is your official electronic ID during your studies - please keep it safe. This all-in-one card enables campus dining, supermarket purchases, internet fee payments, and library book borrowing.

The initial password for your campus card is "666666"
You can use the self-service kiosk to change your campus card password.
Select "Card Management" → "Modify Password" 卡片管理-修改查询密码/修改消费密码

查询密码 Login Password	消费密码 Transaction Password
- Top-up (转账充值) - Transaction History (流水查询) - Self-Service Replacement (自助补卡) - Loss Reporting & Reactivation (卡片挂失、解挂)	- Default daily spending limit: 30 RMB (without password verification); the transaction password is required when cumulative transactions exceed the daily limit. - After replacement campus card the transaction password will be reset to the login password.

手机校园卡（NFC）开通流程

应用商店下载"北京一卡通app"并登录，在"高校服务"中进行学生身份验证并开通学生电子公交卡

打开"北师大微信门户—校园卡服务平台—手机校园卡"功能，申请公交卡绑定权限

返回北京一卡通app，在"高校服务"中选择"绑定校园卡"绑定成功后需使用手机校园卡（NFC）完成一次消费以激活手机校园卡完整功能（消费、门禁）

扫码了解详细开通流程

手机校园卡

How to apply for the NFC function for campus card

First, download and install the "Beijing Yikatong 北京一卡通" APP from your app store, then log in and complete student identity verification under the "University Services 高校服务" section to active your e-card.

Next, you'll need to bind your campus card: Access the BNU WeChat Portal, navigate to the "Campus Card Service" and select "Mobile Campus Card"校园卡服务平台-手机校园卡 to apply for transportation card binding permission.

Finally, to complete the activation process: Return to the Beijing Yikatong 北京一卡通 App, go to "University Services 高校服务" and choose "Bind Campus Card 绑定校园卡". Once successfully bound, make at least one NFC payment using your mobile campus card to activate all features, including transit payments and access control.

You can scan the QR code to learn more about e-card.

校园卡充值方法

方法1：北京师范大学"微信门户"

微信门户 -- 信息网络中心 –常用服务-- 校园卡服务平台 – 校园卡充值

方法2：自助圈存机

How to Top Up Your Campus Card

1. Go to BNU WeChat Portal and select "信息网络中心"- "常用服务" - "校园卡服务平台" - "校园卡充值". You will need to tap the card at any card reader at campus canteen or supermarket to update the balance.

2. Use the self-service kiosk: select "转账充值" if you have bound the Bank of China card to your campus card, or select "聚合充值" to scan the payment code by using WeChat or Alipay.

校园卡自助绑定银行卡　　　　校园卡初始密码：666666

校园卡可与本人中国银行借记卡建立绑定关系，用于转账充值、在线缴费、自动转账等功能

（该绑定信息仅用于校园卡充值、缴费，如需修改奖助学金、劳务接收、补助接收等银行卡信息请进入"财经综合服务平台"自助修改）

方法1：北京师范大学"微信门户"

微信门户 -- 信息网络中心 -常用服务-- 校园卡服务平台 – 中行卡绑定

方法2：自助圈存机

How To Bind Your Campus Card With Bank Of China Card

Your campus card can be bound with your Bank of China card for transaction, payment, top-up, etc. For receiving scholarship or stipend please visit "财经综合服务平台" to change the bank information.

1. 1.Go to BNU WeChat Portal and select "信息网络中心"- "常用服务" - "校园卡服务平台" - "中行卡绑定". You will need to tap the card at any card reader at campus canteen or supermarket to update the balance.

2. Use the self-service kiosk: select "转账充值" - "绑定银行卡".

V. Internet & WiFi

校园网、电子邮箱账号激活说明

关注北京师范大学"微信门户"并进行身份验证，验证成功后进入"微信门户-信息网络中心-密码重置"功能，自助设置密码

扫描右侧二维码了解微信门户关注流程（http://wx.bnu.edu.cn）

How to activate your Internet/WiFi and E-mail account

To reset your password, please follow these steps:

● Follow the official "BNU WeChat Portal" account
● Complete identity verification through the portal
● After successful verification, navigate to: "WeChat Portal 微信门户" → "IT Service Center 信息网络中心" → "Password Reset 密码重置"
● Set your new password through the self-service system

认证网关页面介绍 （http://gw.bnu.edu.cn）

输入用户名、密码

网页认证故障自助修复工具

Windows系统
BNU-Mobile信号连接工具

变更套餐、修改密码、管理
在线设备、查询上网明细、
账号密码与认证网关一致

客户端下载链接

BNU-Mobile、BNU-mobile信号连接说明

苹果系统 (macOS、iOS)	安卓系统	Windows
直接连接无需特殊配置 （如果弹出"证书"提醒，直接 选择"信任"）	EAP方法：PEAP 阶段2验证：MSCHAPV2 CA证书：不验证/无 身份：学工号 匿名身份：空 密码：上网密码	Windows10以上系统可直接连接， 如连接失败请访问wifi.bnu.edu.cn 了解手动配置流程

校园网使用说明

网络套餐	免费流量 (只计算下行流量)	超出免费流量 (实时结算)	同时在线终端数
每月免费100G（默认）	100GB	0.5元/G	5
50元包月	不限流量		5

用户名：学号
密码：通过"微信门户—信息网络中心-密码重置-上网认证网关密码"功能自助设置（或微信扫描上方二维码）
套餐切换：进入"网关自服务系统-产品-产品转移"自助修改 **（当月修改，下月生效）**

校园网Wi-Fi信号说明

所在区域	网页认证联网 每次连接信号后需要通过 上网认证网关页面登录连接网络	信号认证联网 首次连接需要输入账号密码认证联网 再次使用时直接连接信号自动认证联网
教学科研区	BNU	BNU-Mobile
学生宿舍区	BNU-Student	BNU-mobile

认证网关网址：http://gw.bnu.edu.cn （或http://172.16.202.201/）

Data package	Free Data	Usage Beyond Free Data Allowance	Maximum Concurrent Device Connections
100GB for free/month (Default)	100GB	0.5 RMB/GB	5
50 RMB/month	No limitation or extra cost		5

Username: 【Your student number】

Password:Set via WeChat Portal 微信门户 → IT Service Center 信息网络中心 → "Password Reset 密码重置" → "Network Authentication Gateway Password 上网认证网关密码" or scan the QR code above with WeChat

Data Plan Modification: log in to the "Gateway Self-Service System 网关自服务系统" "Services 产品" → "Plan Change 产品转移" (changes take effect next billing cycle)

You can get connected with the following WiFi service around campus:

1. Teaching and reserch area: BNU, BNU Mobile
2. Student dormitory area: BNU-Student, BNU Mobile

Website login page: http://gw.bnu.edu.cn or http://172.16.202.201/

网络账号充值方法

方法2：北京师范大学"微信门户"

微信门户 -- 信息网络中心 – 常用服务--校园卡服务平台 – 交网费

方法1：自助圈存机

How to Recharge BNU Network Account

1. Go to BNU WeChat Portal and select "信息网络中心"- "常用服务" - "校园卡服务平台" - "交网费". You will need to bind your campus card to the Bank of China card or use WeChat for the payment.

2. Use the self-service kiosk: select "缴网费" and pay through your campus card.

人脸识别照片提交

请按照以下方法自助提交人脸识别照片，视设备同步情况当天或第二天生效，照片同步成功后即可通过人脸识别方式通过学校大门、楼宇的通道设备。

提交照片前请完成北京师范大学微信门户绑定认证。

方法一：微信门户自助提交

手机微信进入北京师范大学微信门户—"信息网络中心"—"更多服务"—

"人脸照片自助提交"，根据页面提示自助上传自拍照片。

自拍时请取下口罩和帽子，选择白色或者蓝色等纯色背景。若佩戴大框架眼镜或者墨镜需取下后自拍。

方法二：扫码自助提交

微信扫描识别下方二维码直接进入照片提交页面。

Facial Recognition Photo Submission Guide

To enable facial recognition access at campus gates and buildings, please submit your photo through one of the following methods. Note that it may take one day for the system to sync after submission. Please complete identity verification on the BNU WeChat Portal before proceeding.

Method 1: WeChat Portal Submission

Open BNU WeChat Portal 北京师范大学 微信门户 → "IT Service Center 信息网络中心" → "More Services 更多服务" → "Facial Photo Submission 人脸照片自助提交". Follow on-screen instructions to upload a selfie.

Requirements: Remove masks, hats, large-frame glasses, or sunglasses; use a plain background (white/blue preferred).

Method 2: QR Code Submission

Scan the QR code below with WeChat to access the photo submission page directly.

VI. BNU Email
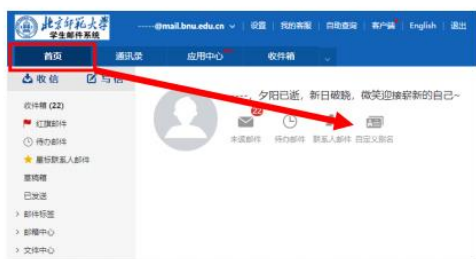
BNU provides each international student with a free email account. The email will be activated after registration is completed. Log in at http://mail.bnu.edu.cn to use your email. If your student number is 202353090001, then your email account is 202353090001, with the default password being bnu@8-digit birthday (bnu@yyyymmdd). You can change the password after logging in.

VII.   Course Selection

After registration, students from each department can enter the "Teaching Affair Management System" to select courses via School Information Portal (http://one.bnu.edu.cn). The username and initial password are your student number. Students of School of International Chinese Education may select courses from the coordinator of the school.

Students from School of International Chinese Education please contact the school for course selection.

VIII. Library

Library at BNU was established in 1902, as a reading room of the Department of Education of Imperial University

of Peking. Currently, BNU Library holds approximately 5.5 million collections of books. Degree students may use their student card to borrow books from the library, while Non-Degree students may apply for book borrowing privileges. Each book can usually be checked out for a maximum of 60 days. Students can also extend it up to a maximum of

100 days. If overdue, students might be fined and punished according to the severity of the situation.

Library Website: http://www.lib.bnu.edu.cn/

IX. Sports Facilities

The Haidian campus features the Qiujiduan Gymnasium and outdoor sports fields. Students can book sports activities and venues through the sports facilities management and reservation system on the information portal. Access to the outdoor sports fields is granted by swiping the student ID card.

X. Psychological Counseling Service

Faculty of Psychology's Mental Wellness service center of BNU is located in the 2nd floor of Jing Shi Building. They provide students with all sorts of mental well-being support. Please see instruction and scan the QR code to reserve for a session in advance.

See website: https://mhs.bnu.edu.cn/

XI. Dining at Campus

The university campus features a variety of dining options with diverse flavors, where most canteens and restaurants accepts campus card payment only. On-campus canteens include Xin Le Qun, 5th Student Canteen, 6th Student Canteen, Halal Canteen and so on. Additionally, there are various specialty food and beverage outlets available for everyone to choose from. Please refer to BNU Dining Guide.

XII. Shopping at Campus

The campus has multiple convenience stores and supermarkets, providing students with easy access to daily necessities..

Xue Zi Supermarket Business Hours: 7:30 - 23:00

WuMei Mart Business Hours: 7:30 - 22:00

XIII. Medical Service

On-Campus Clinic 校医院

Doctor's Office Telephone: 58805581

Nurse's Office Telephone: 58808223

Make appointment: https://flow.bnu.edu.cn/

Off-Campus Hospital

Peking University 3rd Hospital 北京大学第三医院

✧ Address: Beijing, Haidian District, 49th Hua Yuan Bei Lu

✧ Telephone: 82266699

XIV. Transportations

BNU is located in the city center, with convenient transportation options. It is recommended to install map apps on your phone to help plan your travel. Public transportation such as bus and subway is recommended for everyday travel. The nearby subway stations are Beitaipingzhuang Station 北太平庄站 (Line 12 and 19), Jishuitan Station 积水潭站 (Line 2), and Mudanyuan Station 牡丹园站 (Line 10). Nearby bus stops include Tieshizifen Station 铁狮子坟站, Beijing Normal University Station 北京师范大学站, Beishida Lukou South Station 北师大路口南站, and BNU South Gate Station 北京师范大学南门站.

Beijing taxis charge based on mileage. The base fare is generally 13 RMB for the first 3 kilometers, with an additional charge of 2.3 RMB per kilometer after the initial 3 kilometers. Remember to ask for a receipt when you get off. You can also use ride-hailing apps to call for a car.

For long-distance travel, you can choose to fly or take the train. Beijing has two airports: Capital International Airport and Daxing

International Airport. China's railway network is well-developed, and Beijing has many train stations such as Beijing Station, Beijing South Station, and Beijing Chaoyang Station. Please be sure to check the departure station when purchasing your tickets.
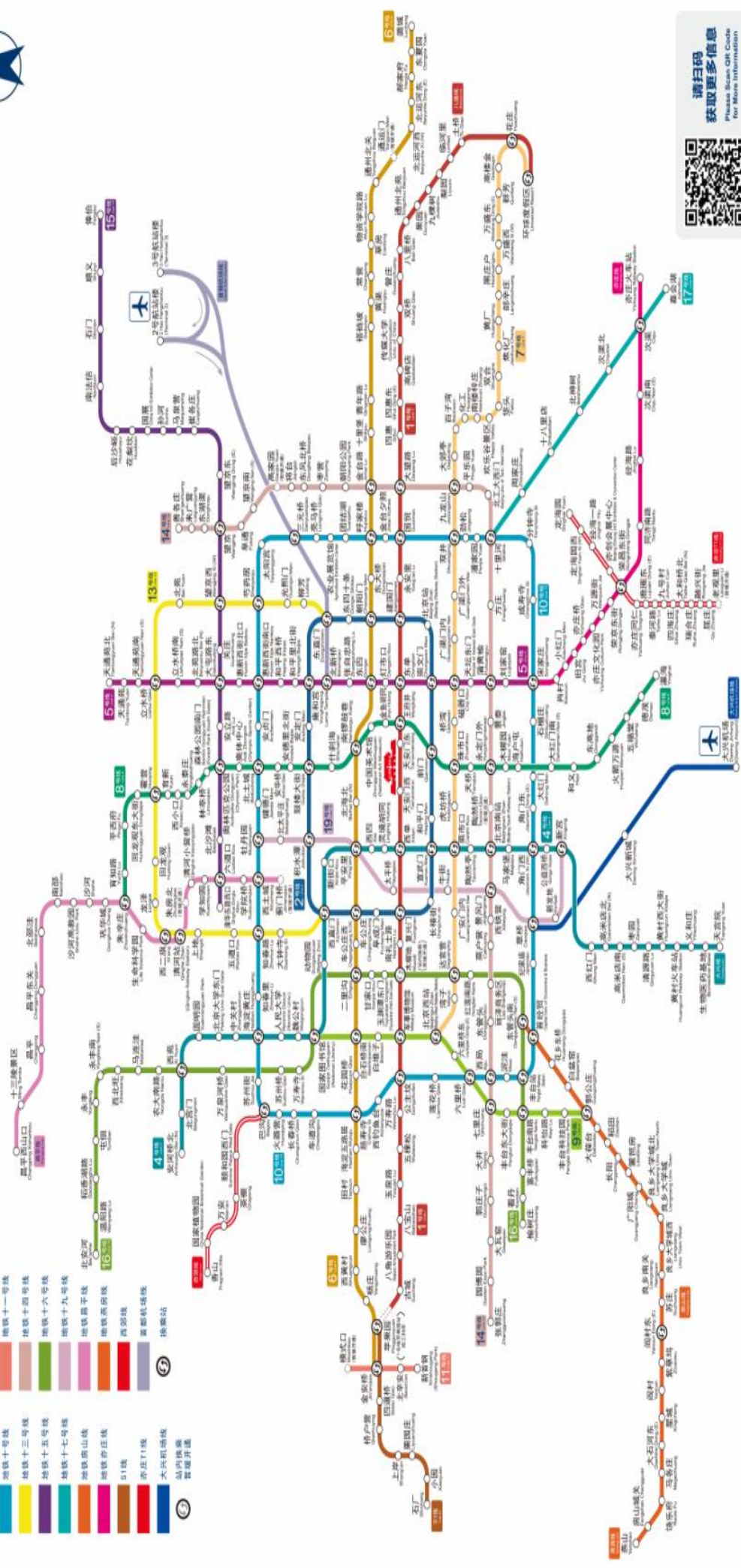
北京城市轨道交通线网图
Beijing Rail Transit Lines

XV. University Contact Information

- **Office of International Exchange and Cooperation (International Students Office):**Office of International Exchange and Cooperation (International Student Office, ISO): The International Student Office of Beijing Normal University is the comprehensive management and service department of international students' affairs, as well as other foreign-related management and services of international students.

  International Students Office: https://iso.bnu.edu.cn/cn/index

  Wechat Official Account: BNUISO

  General Matters: isp@bnu.edu.cn

  Undergraduate student management: benke@bnu.edu.cn

  Graduate student management: yjs@bnu.edu.cn

  Non-degree student management: chinese@bnu.edu.cn

- **Beijing Normal University**: https://www.bnu.edu.cn

- **Information Portal**: https://onevpn.bnu.edu.cn

- **Office of Academic Affairs**: https://jwb.bnu.edu.cn

- **Library**: www.lib.bnu.edu.cn

- **Information Network Center**: https://info.bnu.edu.cn/

Contact Information for Departments

学部院系/School		联系人/Coordinator	邮箱/Email
经济与工商管理学院	Business School	谢老师	xiejia@bnu.edu.cn
		王老师	wang-dan@bnu.edu.cn
文学院	School of Chinese Language and Literature	赵老师	wxyzxr0101@163.com
		李老师	lijiahua@bnu.edu.cn
法学院	School of Law	余老师	yuluping@bnu.edu.cn
国际中文教育学院	School of International Chinese Language Education	陆老师	ichinese@bnu.edu.cn
		李老师	lihuan@bnu.edu.cn
外国语言文学学院	School of Foreign Languages & Literatures	刘老师	liuran274@bnu.edu.cn
心理学部	Faculty of Psychology	孙老师	psysunyangliu@bnu.edu.cn
环境学院	School of Environment	金老师	envlxs@bnu.edu.cn
人工智能学院	School of Artificial Intelligence	袁老师	xiqi@bnu.edu.cn
哲学学院	College of Philosophy	马老师	maziqian@bnu.edu.cn
教育学部	Faculty of Education	方老师	fegraduate@126.com
新闻传播学院	School of Journalism & Communication	曾老师	xiufang@bnu.edu.cn
政府管理学院	School of Government	果老师	guojiabnu@bnu.edu.cn
历史学院	College of History	李老师	bnuliyuan@bnu.edu.cn

艺术与传媒学院	College of Art	刘老师	albee3001@163.com
统计学院	School of Statistics	李老师	liyue@bnu.edu.cn
社会学院	School of Sociology	林老师	lxl@bnu.edu.cn
		王老师	wangke@bnu.edu.cn
一带一路学院（北京）	Belt and Road School	李老师	emiso@bnu.edu.cn
物理与天文学院	School of Physics and Astronomy	候老师	houlingling@bnu.edu.cn

XVI. Commonly Used Contacts

- Police Emergency Number: 110

- Fire Emergency Number: 119

- Medical Emergency Number: 120

- Traffic Accident Reporting: 122

- Campus Hospital Duty Phone: 58805128

- Beijing Normal University Security Office 24-hour Emergency Assistance: 58806110, 58808051

- Beitaipingzhuang Police Station: 62211011, 62264110, 82588100

- Xinsong Apartment: 58807890

- Lanhui Apartment: 58806000

- Liyun Xueyuan (Third Apartment): 58805151

XVII. Academic Calendar

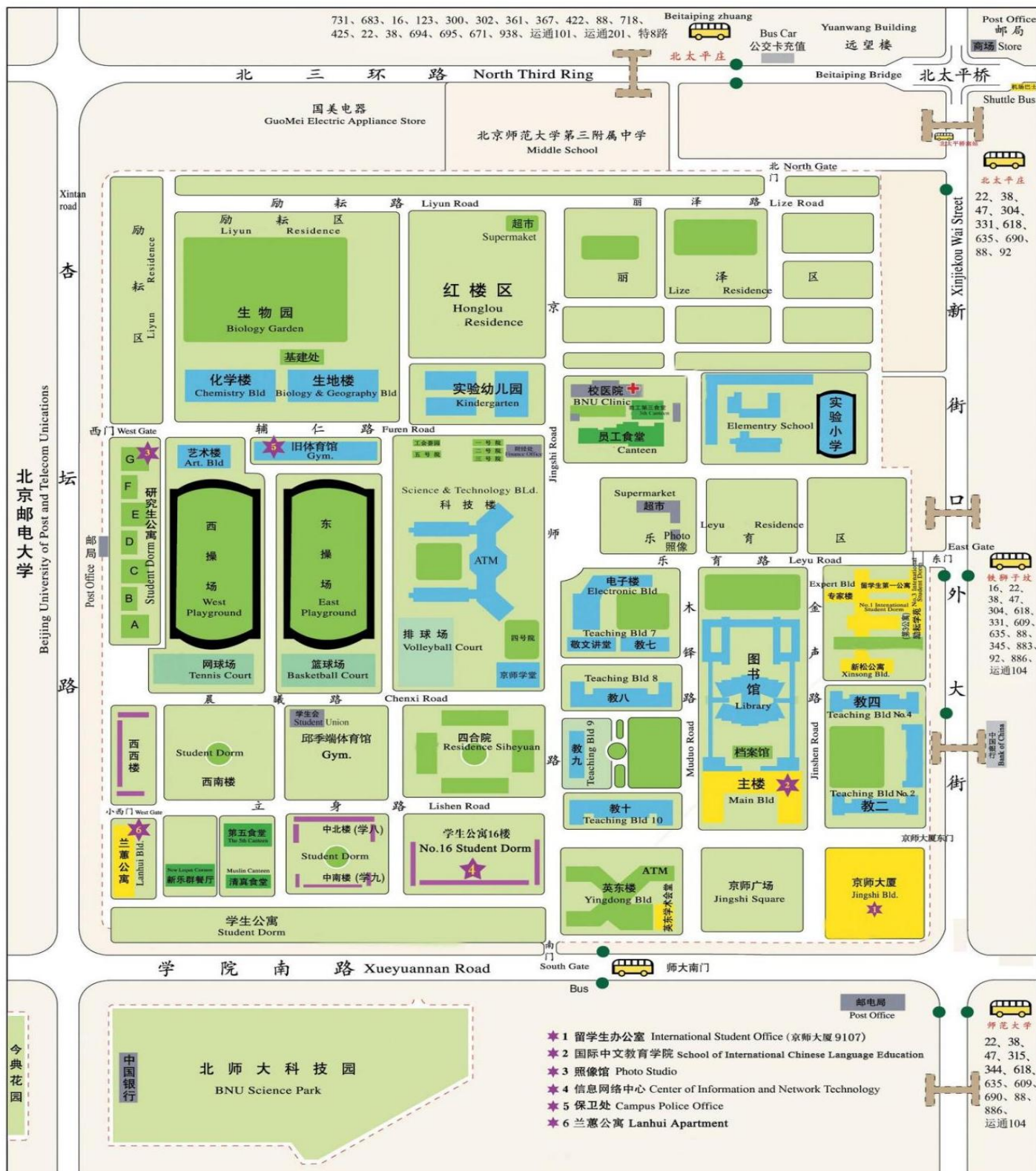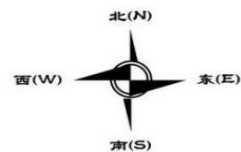For the latest academic calendar, please refer to the university's website.

北京师范大学
BEIJING NORMAL UNIVERSITY

2024～2025学年 第二学期校历

月份	周次	星期一	星期二	星期三	星期四	星期五	星期六	星期日	内　容
2月		17	18	19	20	21	22	23	1.2月17日全体教师正式上班； 2.2月23日为全体学生注册日； 3.4月4日至6日清明节放假，共3天； 4.4月25日至26日举行全校运动会； 5.5月1日至5日劳动节放假调休，共5天，4月27日（周日）上班； 6.5月31日至6月2日端午节放假，共3天； 7.6月26日举行北京校区本科生、研究生毕业典礼，6月28日举行珠海校区本科生、研究生毕业典礼； 8.6月30日至9月12日为学生夏季学期及暑假，各教学单位根据培养要求安排教学活动； 9.7月12日为专业学位研究生暑期授课学生报到日； 10.7月14日至8月24日为教师夏季学期及暑假，学校各管理服务机构、院（系）机关和总务教职工在保证部门工作正常运行的前提下，合理安排轮休； 11.8月25日全体教师正式上班； 12.9月13日为本科生二、三、四年级和研究生二、三年级注册日； 13.9月14日为本科生、研究生新生报到日； 14.9月15日举行北京校区本科生、研究生新生开学典礼，9月18日举行珠海校区本科生、研究生新生开学典礼。
	1	24	25	26	27	28	1	2	
3月	2	3	4	5	6	7	8	9	
	3	10	11	12	13	14	15	16	
	4	17	18	19	20	21	22	23	
	5	24	25	26	27	28	29	30	
	6	31	1	2	3	4	5	6	
4月	7	7	8	9	10	11	12	13	
	8	14	15	16	17	18	19	20	
	9	21	22	23	24	25	26	27	
	10	28	29	30	1	2	3	4	
5月	11	5	6	7	8	9	10	11	
	12	12	13	14	15	16	17	18	
	13	19	20	21	22	23	24	25	
	14	26	27	28	29	30	31	1	
6月	15	2	3	4	5	6	7	8	
	16	9	10	11	12	13	14	15	
	17	16	17	18	19	20	21	22	
	18	23	24	25	26	27	28	29	
	19	30	1	2	3	4	5	6	
7月	20	7	8	9	10	11	12	13	
	21	14	15	16	17	18	19	20	
	22	21	22	23	24	25	26	27	
	23	28	29	30	31	1	2	3	
8月	24	4	5	6	7	8	9	10	
	25	11	12	13	14	15	16	17	
	26	18	19	20	21	22	23	24	
	27	25	26	27	28	29	30	31	
9月	28	1	2	3	4	5	6	7	
	29	8	9	10	11	12	13	14	
		15	16	17	18	19	20	21	

■ 法定节假日、双休日　　■ 教师夏季学期及暑假　　■ 学生夏季学期及暑假

党委/校长办公室 编制

XVIII. Campus Map

Events and Activities

Various kind of events and activities will be held regularly for students each semester. For more details about these events, please visit the official website and WeChat official accounts of ISO. Each departments may also hold varies activities and events. Students are welcome to participate and stay informed. Follow BNU ISO WeChat official account to stay updated.

❖ **Immersive research-based learning activities**

❖ **International Cultural Festival**

    The International Cultural Festival will be held in May. It is a stage for students from all over the world to show off cultural identities of each country and promote cultural exchange.

❖ "Song of Togetherness" International Students Gala

In December, Artistic and Cultural Performance will be held for international students of BNU to show their talents. Through collaborations between Local and International students, Teachers and Students from different faculties. The main aim of this event is for students to make friends all over the world, and to experience the vibes of "International Family" of BNU.

Welcome again to Beijing Normal University!

You are about to learn new knowledge and make new

friends here. We hope we can all have a valuable study

abroad experience together.

Beijing Normal University

Office of International Exchange and Cooperation

International Students Office

https://iso.bnu.edu.cn/