

SDC

The university partnership
Denmark – China

Welcome to SDC

Information for Researchers
and Teachers visiting SDC in
China



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<http://sdc.university/about/for-teachers-researchers/>



Welcome to SDC

To make your arrival at SDC easier, we have gathered some practical information for you.

When you arrive at make sure to come by the SDC Office to be introduced to the facilities and receive a welcome package including:

- UCAS teachers/canteen card
- Map of campus
- Overview of the students in the relevant programme
- Username and password for wireless internet
- Shuttlebus schedule
- Faculty group signup on WeChat

Transportation

Arriving at SDC from Beijing International Airport

The simplest way to get from Beijing Capital International Airport to the SDC is by cab. Just follow the signs inside the terminal building to find the official pick-up spots.

Please, ignore the drivers looking for passengers in the arrival area.

The trip from the airport to SDC is approximately 60 km and takes around 1 hour. The price should be around CNY 200-250.

The taxi drivers rarely speak English, so it is a good idea to bring written notes in Chinese with relevant addresses when you move around.

Print this:

*Hello driver,
I have to go to the University of
Chinese Academy of Sciences
Yanqihu campus.*

(University of Chinese Academy of
Sciences, 380 Huaibeizhuang,
Huairou district, Beijing)

你好师傅,
我要去:
北京市怀柔区怀北镇怀北庄 380
号中国科学院大学雁栖湖校区

Alternatively, you can pre-book the English-speaking driver Mike Xie – see the next section: English Speaking Taxi Service.

After arriving at the main gate, you have to enter the campus, then go left until you reach the tunnel that takes you to the Eastern side of campus. Once you are through the tunnel, you will spot the SDC building on your right-hand side.

Transport between campus and Huairou City

The university campus is situated 15 km North of Huairou City. When going to or from Huairou City you can take a bus, mini-van or a taxi.

Bus – There are several busses that go between the Yanqihu campus and Huairou City. The bus stop for busses headed for Huairou City is located at all campus gates. The fee is about 1 Yuan (using a bus card) and the trip will take approximately 40 minutes.

Busses to downtown Huairou include the following routes:

#H58:

- Close to Huairou Bus Station
- To the Jingbei Mall by the commercial street in the city centre. All big malls in Huairou are within walking distance.

#H64:

- To the Yingbin Park in the city centre
- To Qingchun Road North of Wanda Plaza

Taxi – If you go by taxi then the trip will cost 25-35 Yuan depending on your destination.

Mini-vans – Mini-vans (Kuai bus/taxi) run between campus and downtown Huairou including the main bus station and Commercial Street. You typically catch the vans around the bus stops (e.g. at campus), but they can be waved down anywhere along their route.

The mini-vans carry no signs. Instead the drivers holler at potential passengers. A trip to downtown Huairou costs 5 yuan per son. Tell the driver “Jingbei” (京北) and he will drive you to the mall on the Commercial Street.

Transportation to/from Beijing

When going to Beijing from the Yanqihu campus, you can go by either shuttle bus, public bus or taxi.

Public bus – Right outside east gate of Yanqihu campus you can catch bus 197 which goes to Wangjing West station in Beijing, wherefrom you can continue your journey on metro line 13 or 15. The price is 13 yuan with a bus card. Right outside of the Yanqihu campus you can catch bus #H58 to Huairou Bus station (see address below). Bus H58 stops on a corner right at the Bus station. Alternatively, you can take a cab to the bus station from the university main entrance.

From the Huairou Bus Station you can catch express bus – 916 快 – that takes you

straight to Dongzhimen Station in downtown Beijing. Be sure to get on the 916 bus marked with the Chinese character for express: 快. The bus leaves every 10-15 minutes. Last bus to Beijing leaves at 18:50. The last bus bound for Huairou from Dongzhimen, Beijing leaves at 19:50. The drive takes 60-90 minutes and costs 6 Yuan if you have a Beijing Travel card. Alternatively, you can catch bus 866 from Huairou Bus Station to Wangjing West Metro station in Beijing, from where you can continue your journey on metro line 13 or 15. The bus leaves every 15 minutes.

Huairou Bus Station - 怀柔长途汽车站
№ 2 Fuqian East Street, Huairou
怀柔区府前东路 2 号

Find the bus station on google maps:
<https://goo.gl/maps/GcBKuIzLEJ82>

English speaking taxi service

A local English-speaking taxi driver, Mike Xie, can pick you up in Yanqihu and drive you to Beijing and the airport or vice versa. Fixed price is 300 RMB. Mike can be contacted a day in advance on WeChat: mikexie13911932404 or mobile: 13911932404

Beijing Taxis vs Huairou Taxis

When taking taxis, you should distinguish between Beijing Taxis and Huairou Taxis.

Beijing Taxis – can take you from Huairou to Beijing/the airport and vice versa. The fee for riding the Beijing Taxis is slightly higher than the Huairou taxis. Usually there will be Beijing taxis at the campus gate ready to take you to Beijing. The fee will be approximately 250 including road toll, depending on your destination in

Beijing. The drive will take approximately one hour – rush hour, however, can prolong the drive.



Beijing taxi

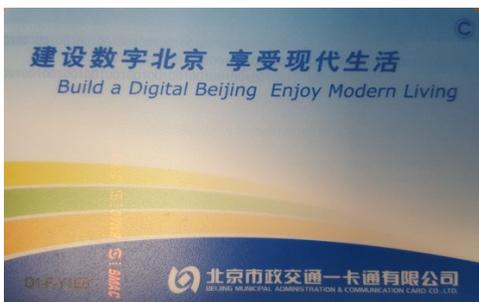
Huairou Taxis – may drive you between the campus and Huairou City and around in the area. However, they are not allowed to leave the district and will not take you to downtown Beijing. The fee for riding Huairou Taxis is slightly lower than the Beijing taxis.



Huairou taxi

UCAS Shuttle Bus – UCAS operates busses between Yanqihu Campus and campuses in Beijing and between Yanqihu Campus and Huairou city. You can ask for the bus schedule at the SDC office.

Travel card for public transportation



The Beijing travel card, which can be used on all public transport in Beijing, including

the Huairou area, can be purchased at the bus station in Huairou City or major metro and bus stations in Beijing. The Travel card can also be downloaded digitally as a part of e.g. Apple Wallet.

Money

Credit cards

International credit cards are accepted at all the hotels mentioned in the list of addresses below. Most of the local restaurants only accept Chinese credit cards or cash except UCAS' International Conference Center and the restaurants at Swan Lakeview Hotel.

An ATM machine is located in UCAS' International Conference Center. You will find it in the lobby of Building A.

ATMs can also be found at Swan Lakeview Hotel.

See also WeChat section under useful apps.

Campus

Intro to Yanqihu Campus

UCAS' Yanqihu Campus is located on the shore of the Yanqi Lake to the North of Beijing City in the Huairou District.

The Jingjia Road runs through campus dividing it into East and West sides. A pedestrian bridge and a tunnel connect the two sides.

The SDC Building is located on the Eastern side. On the East side, you will also find the indoor sports facilities including ball courts and swimming pool. The International Conference Center, the Main Library and the post office are located on the west side.

SDC building

The SDC building is a 11,000 m² building with classrooms, lecture halls, administration, meeting rooms, group rooms and much more.

The SDC Office

Danish and Chinese study administrators run the daily management at the SDC Office.

You are always more than welcome to stop by the office.

All employees speak English.

E-mail: beijingoffice@sdc.university

Internet

You will have access to the UCAS Wi-Fi on campus. Please, come by the office to receive password and username. Eduroam also works in the SDC building.

Canteens

There are several canteens around campus. They all offer a wide variety of Chinese

dishes. A canteen is situated right next to the SDC-building. This canteen also offers halal.

To pay in the canteens you will need a UCAS staff card, which you will get from the SDC Office.

Prices are around 5 - 15 yuan for breakfast, 10 – 20 for lunch and 10 – 20 for dinner.

The only canteen where you can pay for your meal in cash is the restaurant of Canteen 1, 3rd floor – see the campus map.

Opening hours (Canteen 3 – close to the SDC building):

Breakfast: 07:00 – 09:00

Lunch: 11:00 – 13:00

Dinner: 16:30 – 18:30

Sana Zoan Cafe

A café is situated on the West side of campus – See the map on the last page. They brew great coffee and also offer juices, smoothies, cocktails and wine.

T-Star Coffee

This is a café situated close to the SDC building – see the map on the last page. They brew coffee and offer tea, smoothies, milkshakes and beers. You can also get different kinds of food.

Print and Copy Center

The East campus print and copy centre is located behind canteen 3. They provide print, copy, book binding service and more.

Restaurants on and around campus

If you want to dine restaurant style on campus, this is possible at UCAS' International Conference Center or on the 3rd floor of Canteen 1, where you can pay cash.

Other canteens on campus only accept UCAS cards.

The Kempinski Sunrise Hotel nearby offers a luxurious if somewhat expensive buffet. Kempinsky also has a German style bierstube and a cocktail bar on the top floor.

Outdoor sports

Outdoor sports facilities located at the southern end of the East side and the northern end of the West side. The facilities include football pitches, tennis-, badminton and volleyball- courts.

The outdoor sport facilities are free for students and teachers.

A jogging trail – marked in green – circles the whole campus.

Indoor sports

The large gymnasium has badminton courts, table tennis and more.

The management at the gymnasium will advise you to book badminton courts beforehand. No need to book time for table tennis. Booking is done by phone so ask Chinese students or colleagues. You pay using your staff card.

Swimming pool

There is an indoor swimming pool next to the gymnasium. Entry is paid by the hour using the UCAS card.

Shopping

There are convenience stores on both the East and West part of campus. You will also find small convenience stores on Jingjia Road, which divides the campus in the East and West sides. Modern supermarkets with imported products can be found in Huairou.

Packaging Service

Pickup points for items purchased online are right next to the small super market on the East side of campus.

Organisation

The daily management at the SDC Office in Huairou is run by, 4 staff from the Danish side and 10 staff from the Chinese side. All employees at the SDC Office speak English. In charge of SDC are Directors Mr. Hu Zhengyi and Mr. Morten Laugesen and Dean Ms. Zhao Hong.

Find contact information in the section *SDC contact details*.

Huairou City

The district of Huairou has a population of approximately 300.000 people. The urban area has a population of approximately 100,000 people and is located 60 kilometres north of downtown Beijing and 13 kilometres from the UCAS Yanqihu campus.

Shopping in Huairou City

The area around the Commercial Street (商业街) is the shopping district in Huairou. Here you will also find the two big malls – Jingbei (京北) and Wanda (万达).

Eating in Huairou City

In Huairou City you will find a range of different Chinese restaurants as well as American fast food chains like McDonald's, KFC, Pizza Hut and Starbucks. Restaurants which the SDC office can recommend is Pakistan Restaurant, Green Tea, Dayali Duck and Yunnan Cuisine.

Entertainment

In downtown Huairou there are cafés, shopping malls, supermarkets, KTV (Karaoke bars), IMAX cinema and bars.

Bars

Nanshe Nanfen Café & Bar / 难舍难分咖啡厅

Nanshe Nanfen Café & Bar is situated on Yingbin North Road no. 1 (迎宾北路 1号)
They offer micro-brewed beer and cocktails.

Youqing Suiyue Bar / 友情岁月

To the south of Huairou's Commercial Street (商业街) on Little South Street (南小街) you'll find Youqing Suiyue Bar (友情岁月

).

It's a spacious place, which sometimes offers live music.

The entrance is small with no English so you can easily miss it.



Outdoors activities

The nature in the Huairou area has great options for biking, hiking skiing and more.

Bike sharing in Huairou city

Downtown Huairou has a bike sharing system called Huairou Public Bicycles (怀柔公共自行车)

The bikes are parked in designated spots.

To use the bikes, you will need a bike card. You can get the card from Huairou Public Bicycles Management & Service Center (怀柔公共自行车管理服务中心)

The centre is located on the corner of Qingchun Road and Huguang Road just across from a police station.

The full address is: Qingchun Road #37, Huairou.

北京市怀柔区青春路 37

Opening hours week days: 8.30-12.00 and 13.00 - 17.30.

What to bring:

You will need a Chinese phone number and your passport. The staff speak some English.

You will be asked to pay a deposit of 500 RMB. You can get the money back any time if you return the card and the receipt (no receipt, no return).

Using the bikes is free if you return the bike to the booth within one hour. You pay 1 RMB for every hour you use the bike beyond the first hour.



Huairou bicycle card

Health

Below are listed acknowledged doctors and hospitals in Beijing that can be consulted for anything from a cold to emergencies.

We urge you to code the telephone number and Chinese address to 24hr Emergency Room Hotline at Beijing United Family Hospital in your phone.

The English speaking private hospital Beijing United Family Hospital has an emergency hotline and operates an emergency room – see below.

Beijing United Family Hospital

Beijing United Family Hospital has English-speaking staff and is favoured by many expats. Besides the hospital, they operate clinics several places in Beijing.

Address:

Beijing United Family Hospital and Clinics
2 Jiangtai Road, Chaoyang District, Beijing
100015

北京和睦家医院中国北京朝阳区将台路 2 号
邮编：100015

<http://beijing.ufh.com.cn/>

24hr Service Center: 4008-919191

24hr Emergency Room Hotline: (010) 5927
7120

United Family Shunyi Clinic

This is an English-speaking clinic operated by Beijing United Family Hospital. They also have a dental clinic

Address:

Pinnacle Plaza, Unit 806, Yuyang Road,
Tian Zhu, Shunyi District, Beijing 101312

北京市顺义区天竺镇榆阳路荣祥广场 806 号
邮编：101312

Clinic Tel: (010) 8046 5432

Dental Clinic Tel: (010) 8046 1102

United Family Wudaokou Clinic

Like the above just in Wudaokou

1st Floor, Building D, Tsinghua Tongfang Hi-Tech Plaza, 1 Wangzhuang Lu, Haidian District, Beijing, China 100083

北京市海淀区王庄路 1 号清华同方科技广场
D 座 1 层邮编: 100083

Beijing Hospital

北京市东城区东单大华路 1 号 (Dongdan Dahua Road No. 1, Dongcheng District, Beijing)

Tel: 010-85132266

China-Japan Friendship Hospital

北京市朝阳区樱花园东街 2 号 (Yingguan-yuan East Street No 2, Chaoyang District, Beijing)

Tel: 010-84205566

Emergency

If the emergency demands an acute ambulance, call 999 or ask Wang Xin (see contact details in the last section) from SDC to call an ambulance since they often do not speak English. Otherwise, call the 24hr Emergency Room Hotline at Beijing United Family Hospital and ask for their opinion, they also have ambulance if needed.

If it is not an acute emergency that demands an ambulance take a taxi and show them the Chinese address. You can also call the taxi driver Mike Xie, and he will take you for 300 RMB. He speaks English. His phone number is 13911932404 and his WeChat name is mikexi13911932404.

Before you leave for the hospital, you must bring:

- ✓ Passport
- ✓ Credit card(s)
- ✓ Insurance papers (policy number and phone number)
- ✓ Charger for your phone

When you arrive at the hospital, you will need to sign in, contact your insurance, pay

etc. You will need a second person with you to help with all the coordination.

When you are feeling better, please contact a person from the SDC administration.

Reimbursement of personal out-of-pocket expenses

If you have personal out-of-pocket expenses related to teaching activities you can receive a reimbursement if the following conditions are met:

1. Both the Danish and Chinese SDC Director must approve all expenses in writing 10 days in advance.
2. Out-of-pocket expenses can only be reimbursed if you get an official invoice (正规发票) issued to Chinese Academy of Science (中国科学院大学). You will often have to ask for an official invoice specifically.

All expenses related to educational field trips, excursions, purchase of lab equipment, etc. must be approved in writing by the SDC directors at least 10 days in advance. Any items purchased must be stored at the SDC Office after use unless they are disposable.

Payment and banking

Credit cards

You can use your Visa/Master card in some large supermarkets, restaurants, hotels etc., but generally speaking, it is advisable to carry around some cash. It is also possible to open a bank account and transfer money from a Danish account.

Three of the major Banks in China:

- Bank of China (中国银行 BOC)
- Industry and Commercial Bank of China (中国工商银行 ICBC)
- China Construction Bank (中国建设银行 CBC)

Bring your passport to the bank if you want to open an account. You will also need a Chinese phone number. Expect some waiting time.

Bank of China

There are several branches in Huairou also closer to campus, but at this one they have an English speaking staff. It is situated just across from the Wanda Plaza.

Bank of China

Qingchun Road no. 14-3

Huairou

中国银行（怀柔府西支行）

怀柔区

青春路 14=3 号

Industrial and Commercial bank of China

Huairou Main Branch

#23 Commercial Street

Huairou District, Beijing

中国工商银行（北京怀柔支行）

北京市怀柔区商业街 23 号

Construction Bank of China

Huairou Branch

South Street #22

Huairou District

Beijing

中国建设银行（北京怀柔支行）

北京市怀柔区南大街 22 号

Payment platforms

The apps WeChat and Alipay have become extremely popular payment platforms. You can connect them to your Chinese bank account and use them to pay in shops, in online shops, top up data for your phone, rent a bike and much more.

When staying long term in China these apps are almost indispensable.

SIM card

Chinese

The dominating mobile phone service providers are China Mobile and China Unicom. You can buy a China Mobile sim card at China Mobile service Center 6 km South of campus or in Huairou city centre. Ask the SDC staff for directions.

You must bring your passport when purchasing a SIM card and a subscription.

Teachers can no longer purchase sim cards at the China Mobile and China Unicom providers on campus.

Danish

If you make a subscription with 3 called '3 like home', you will be able to have data in China without any extra cost and the best thing is that no webpages will be blocked as the connection has a build in VPN.

Furthermore, you will also be able to call and text Danish and local numbers without any extra cost. For further information and the exact conditions contact 3.

Useful apps

WeChat



An app everybody (incl. foreigners) use in China. It is the dominant social media platform and messaging service, but you can also use it for ordering a taxi, paying at the supermarket, renting a bike and much, much more. On WeChat you can also connect with colleagues at SDC, staff and students.

Pleco



A free dictionary for English/Chinese. Additionally, the function Translate Chinese characters by pointing your camera can be bought (95 yuan). It is available for Android and iOS devices.

DiDi – An app where you can order taxis

Google translate – it makes it possible to translate from Chinese to English and vice versa

Rejseklar – In this way you can be signed up for 'Danskerlisten' and receive important information about the country you are staying in. This is only valid for Danish citizens.

VPN for China

Some websites are blocked in China (such as Facebook, Instagram, Twitter, SnapChat, Dropbox, YouTube, and all services from Google). This can be circumvented using a Virtual Private Network – VPN.

An effective VPN often requires software that has to be downloaded. It is therefore advisable to have it installed and working before leaving Denmark.

Many of The Universities also provide VPN connections but they can be unstable. There are many commercial VPN connections, some are free and some are paid.

ExpressVPN is popular among SDC students and staff and costs 100\$ for a one-year subscription. It is available for Android and iOS devices.

Teaching schedule

Teaching at SDC is divided into Morning and Afternoon blocks, separated by lunch break from 11:40-13:30:

	Session	Time
Morning	1	08:30-09:20
	2	09:20-10:10
	3	10:30-11:20
	4	11:20-12:10
Lunch		12.10-13.30
Afternoon	5	13:30-14:20
	6	14:20-15:10
	7	15:30-16:20
	8	16:20-17:10
Dinner		17.10-19.00
Evening	9	19:00-19:50
	10	19:50-20:40
	11	20:50-21:40

Classes in China normally last 50 minutes followed by a 10 minutes break but teaching can be organized differently in consultation with the students within the blocks.

Evaluation of the teaching

The SDC administration will automatically send out evaluation forms for the students to fill out after end of each course. The students complete the evaluation schemes online and the summarized result is sent directly to the Danish and Chinese Head of Educational Program (HEP) approx. 3 weeks after end of course. It is the HEPs responsibility to forward the evaluations to professors who have taught the course. If you have any question regarding the evaluations, please write to beijingoffice@sdc.university.

Addresses

SDC building/Yanqihu campus

SDC Building, Eastern Yanqihu campus,
University of Chinese Academy of
Sciences, 380 Huaibeizhuang, Huairou
district, Beijing

Address in Chinese

北京市怀柔区怀北镇怀北庄 380
号中国科学院大学雁栖湖校区东区中丹中心
大楼

SDC's temporary facilities

SDC, Academy 3, Eastern Yanqihu campus,
University of Chinese Academy of
Sciences, 380 Huaibeizhuang, Huairou
district,

Beijing, 101400

中国北京市怀柔区怀北庄 380

号中国科学院大学雁栖湖校区东区学院 3
中丹学院

101400

The Danish Embassy in Beijing

Address: 中国北京三里屯东五街 1, 10060/

Sanlitun, Dongwujie 1, 10060 Beijing

Tel: +86 (10) 8532 9900

Fax: +86 (10) 8532 9999

Email: bjsamb@um.dk

Huairou Bus station

Huairou Bus Station - 怀柔长途汽车站

No 2 Fuqian East Street, Huairou

怀柔区府前东路 2 号

Find the bus station on google maps:

<https://goo.gl/maps/GcBKu1ZLEJ82>

Accommodation

For information on how to book
accommodation please, check the guide
"Arrange your Visit to China", which can be
found here:

http://sdc.university/files/Guides/O9052018_A_miniguide_for_teachers_and_researchers_arranging_your_travel_to_China.pdf

UCAS International Conference Center

Yanqihu North Jingjia Road, University of
Chinese Academy of Sciences Yanqihu

Campus Zip: 101408

国科大国际会议中心

北京怀柔京加路雁栖湖北岸中国科学院大学
雁栖湖校区

Swan Lakeview Hotel

No.1 of Yan Xiu Road, Yan Qi Lake, Huairou
District, Beijing, China, 101408.

北京中建雁栖湖景酒店

北京怀柔区雁栖湖雁秀路 1 号, 近京加路

Spring Legend Holiday Hotel

No.3 Dingxiu Meiquan Little Town, Yanxi
Town, Huairou District, Beijing 101407,
China

北京市怀柔区雁栖镇顶秀美泉小镇甲 3#

Unlike the above-mentioned hotels Spring
Legend is not located on or next to the
Yanqihu campus. You can get to the
campus by cab (approximately CNY 15) or
bus #h11,
#h58 and #864. Take the busses in the
North bound direction.

SDC Contact details

The SDC office at Yanqihu Campus,
Huairou:

Hu Zhengyi

Director
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Qin Yihong

Academic Officer
Administration, bookings, work visa,
external examiner payment
E-mail: yhqin@ucas.ac.cn
Phone: +86 158 1005 6809

Huang Jingxiang

Communications Officer
Communication and maintenance of SDC building
Email: huangjx@ucas.ac.cn
Phone: +86 181 4651 0080

Peng Yuru

Administration officer
College's conference activity and budget, write college
news
Email: pengyuru@ucas.ac.cn
Phone: +86 132 5334 4994

Wang Xin

Academic Officer
International student affairs (admission, registration,
dorm, visa, internship)
Mobile: +86 132 6919 6612
Email: xinwang@ucas.ac.cn

Lu Ying

Academic Officer
Teaching affairs, credit transfer, transcripts and Chinese
language and culture class
E-mail: yinglu@ucas.ac.cn
Phone: +86 158 1155 8630

Yin Youwei

Enrollment Officer
Responsibilities: Enrollment of Chinese students and
registration of Chinese super-visors
Email: youweiyin@ucas.ac.cn
Phone: +86 108 268 0004

He Bing

Academic Officer
Chinese students affairs
Email: hebing@ucas.ac.cn
Phone: +86 159 7965 2706

Wang Yiwei

Academic Officer
UCAS Thesis application and defence
Email: wangyiwei@ucas.ac.cn
Phone: +86 181 4651 0080

Map of Yanqihu Campus



中国科学院大学 雁栖湖校园平面图

University of Chinese Academy of Sciences Yanqi Lake Campus Map

