Welcome to SDC

Information for Master’s students going to study at SDC in China
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Please check sdc.university/education-going-to-china/ for the latest version.
Welcome to SDC

In this guide you can find some practical information that should help you get off to a good start in China. If you have any questions please do not hesitate to stop by the SDC Office on campus.

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.

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. Check the map of cam-

pus on the last pages of this guide.

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 30-45 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.

Minivans (Kuai bus/taxi) – Minivans 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 flagged 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 person. Tell the driver “Jingbei” and he will drive you to the mall.

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 which stops on a corner right at the Bus station. Alternatively, you can take a cab to the bus station from the university entrances. 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 around 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. The bus leaves every 15 minutes.

Huairou Bus Station - 怀柔长途汽车站
怀柔区府前东路2号

Find the bus station on google maps: https://goo.gl/maps/CcBKuiZLEJ82

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: mitxie13911932404
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.

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.

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. Please, note that it can be hard to get a seat during peak hours. It is possible for students to reserve seats. The busses can be booked up to 3 days in advance. Seats can be booked at the service stations in the canteens and on the ground floor of the student dorms. It is all in Chinese so ask your fellow Chinese students to help you the first time.

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.
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.

Dormitories
The dormitory used for students studying at SDC is located on the Eastern side of campus.

SDC building
The SDC building is a 1,000 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. They can help you with enquiries on information about the programmes, transcripts, dorms and residence permits, student counselling etc. 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. You can read more about the campus network in the publication Rules and Regulations for UCAS International Students, which is available from Ms. Xin Wang at the SDC office.

UCAS student card
With a student card you can pay for food in canteens, the convenience stores, indoor sport facilities including swimming pool and gym.

All students will automatically receive a card when they are registered. For more info on the use of the UCAS student card, please see the UCAS guide Rules and Regulations for UCAS International Students.

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 student card. See the section on student card above for further information.

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.

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 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 I, where you can pay cash. Other canteens on campus only accept UCAS cards.

South of campus, you will be able to find a variety of different Chinese restaurants.

If you have been saving money for a splash, the Kempinski Sunrise Hotel nearby offers a luxurious and somewhat expensive buffet. Kempinski 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 fellow student or colleagues. You pay using your student card.

**Swimming pool**

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

**Shopping**

There are convenience stores on both the East and West part of campus. You will also find small con-

convenience store on Jingjia Road, which divides the campus in the East and West sides. Modern super- markets 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.

**UCAS’ International Students’ Handbook**

Upon arrival at SDC you will receive the book Rules and Regulations for UCAS International Students. The book contains important information regarding the student card and its functions, the library, relevant contact information and more.

**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 a few cafés and bars, shopping malls, supermarkets, KTV (Karaoke bars) and IMAX cinema.

**Outdoors activities**

The nature in the Huairou area has great options for biking, nature walks, stiing, paintball and hikes.
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.

Health

Below are listed acknowledged doctors and hospitals in Beijing that can be used from 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 Wudaohou Clinic
Like the above just in Wudaohou

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 (Yingguanyuan East Street No 2, Chaoyang District, Beijing)
Tel: 010-84205566

Emergency

If an emergency occurs please start by contacting a friend or roommate and ask them to assist you. If you cannot reach anybody, call or write a member of the SDC staff.

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
A friend

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.

Remember that you are unable to receive treatment, if you or your insurance company does not pay right away. Neither embassies nor SDC are able to pay for hospitalizations and/or treatments.

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

Registration and Residence Permit Registration

It is a legal requirement for all, regardless of visa type, to be registered by the Chinese Public Security Bureau (PSB) within 24 hours after arrival in China or when moving to a new address within China. If you are staying at a hotel, the hotel will photocopy your passport and automatically register your arrival.

If you are staying in an apartment, you must register at the local PSB within 24 hours. Bring your passport and valid visa, a copy of your lease and a copy of your landlord’s ID. If you at one point change your address, you must be registered by the local PSB within 24 hours. If you fail to register, the PSB may issue warnings and fines. If you stay at the dorms you will have to register at the management office of the campus. SDC will help you with this when you arrive.

Residence Permit

Once you have arrived in China, it is important to convert your visa into a residence permit within 30 days. The SDC Office will arrange for all the students to go to PSB’s Entry and Exit Department. You need to bring your passport and visa. Residence permits are typically issued with one year validity and must then be renewed annually by contacting the PSB’s Entry and Exit Department.

Renting an Apartment

Renting an apartment is an option if you do not want to stay at the UCAS dorms. Expect to pay around 1000-3000 yuan per month for a room if you share an apartment with 2-3 others in Huairou. The price varies based on quality, location and size.

When renting an apartment, the best course of action is to contact local real estate agents. When arriving in China, book a hotel or hostel in Huairou for the first couple of days. Finding an apartment can usually be done in just a few days.
Don’t be surprised if the pictures on the different real estate sites are different from reality when actually visiting the apartments. The real estate websites sometimes use one set of photos for a wide range of apartments. One of several websites collecting housing for rent is Anjuke:

https://bj.zu.anjuke.com/fangyuan/huairou/
The site is Chinese language only.

Leases in China can be complicated, so it is important that the agency helps you understand all terms and conditions before you sign. In some cases, both a Chinese and English version of the lease will be written. It is therefore a good idea to make sure that the English version is a complete translation, in case of possible disagreements between you and the landlord. You should be aware of how you pay deposits and whether you pay your rent for one month or several months in advance. In addition, there may be an added cost of maintenance.

Before you sign the lease, it is recommended to review the home and furnishing thoroughly, together with the landlord. If there are errors or omissions, you need to make a brief report, signed by both you and the landlord. You are also recommended to investigate the insurance of the house.

Usually, the consumption of electricity, gas and water is not included in the rent. The precise readings must be recorded in your rental contract. In most apartments, heat is regulated by the city’s central heating, so there is only heat from November 15th to March 15th. Most apartments will have air conditioner that can also function as heater outside the heating season.

You are welcome to seek advice from the staff at the SDC office.

If you rent an apartment, you need to register at the local police station within 24 hours. They will issue a Temporary Residence Registration. Here, you need to provide:

Rental contract
Copy of the landlord’s ID
Copy of the landlord’s ownership documentation-
Passport and valid visa

In the Huairou area, SDC staff has privately used real estate agent, Xu’er (雪儿). She speaks and writes some English and can be reached through WeChat or phone.

Her WeChat ID is: xue823213353
Mobile: +86 137 1688 7131

Payment and banking

You can use your Visa and 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 your 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
Huaireou 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 of UCAS dorm rent

Students staying at the dorms are required to open an account in China Construction Bank (中国建设银行). See the address above.

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.

Chinese SIM card

Sim cards can be purchased at the China Mobile and China Unicom stores on campus. The stores are located on the Western side of campus just across from Canteen 1.

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

Postal Service

Receiving mail from abroad
Mail from home can be picked up at the UCAS mail office in the White Building.

Use the following address for international mail:
SDC
UCAS Yanqihu Campus, East
#380 Huaibeiuzhuang, Huairou District
Beijing 101400
China

However, for swifter and more stable service use DHL or similar courier service.

Receiving domestic mail and packages
Online shopping is very convenient also in China. There are several pick up spots for packages on campus.

You may use the following address:
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 中丹中心大楼101400

Make sure to add your phone number (or maybe that of a Chinese fellow student)

VPN for China

Some websites are blocked in China (such as Facebook, Instagram, Twitter, Snap-chat, 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.

Aalborg University and The Technical University of Denmark provide VPN for students on the SDC programmes they are lead universities on. There are many commercial 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.

Useful sites and apps

Sites

mdbg.net – Free online English to Chinese dictionary

baidu.com – Chinese search engine

jd.com and taobao.com – Chinese online shopping similar to eBay etc.

youku.com – Supplementary to YouTube
iqiyi.com – The largest online video site in China

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.

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

Mobike – An app so you can use the bikes in Beijing city

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

Important addresses

SDC building/Yanqihu campus
SDC Building, Eastern Yanqihu campus, University of Chinese Academy of Sciences, 380 Huabeizhuang, Huairou district, Beijing, 101400

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

The Danish Embassy in Beijing
Address: 中国北京三里屯东五街1, 10060/ Sanlitun, Dongwujié l, 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 № 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/GcBKulZLEj82
SDC Contact details
The SDC office at Yanqihu Campus, Huairou:

Hu Zhengyi
Director
Email: zhyhu@ucas.ac.cn
Office: +86 106 254 0047

Morten Laugesen
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Mobile: +86 156 010 02363

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E-mail: xurong@ucas.ac.cn
Phone: +86 185 0136 2920

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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: youweiyou@ucas.ac.cn
Phone: +86 198 268 004

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