



地址：北京市海淀区西土城路4号 北京电影学院 H楼
电话：8204 5433 8204 5753
传真：8204 3731
电邮：ao.is@bfa.edu.cn
网址：<http://www.bfa.edu.cn/yx/gjl.htm> (中文)
<http://www.bfa.edu.cn/eng/EIndex.htm> (英文)

Add: H building, Beijing Film Academy, No.4 Xitucheng road, Haidian distict, Beijing
Tel: 8204 5433 8204 5753
Fax: 8204 3731
E-mail: ao.is@bfa.edu.cn
Website: <http://www.bfa.edu.cn/yx/gjl.htm> (Chinese)
<http://www.bfa.edu.cn/eng/EIndex.htm> (English)

HANDBOOK FOR CHINESE GOVERNMENT
SCHOLARSHIP
STUDENTS

北京电影学院
中国政府奖学金生手册



01

中国政府 奖学金项目简介

为增进中国人民与世界各国人民的相互理解和友谊，发展中国与世界各国在教育、科技、文化、经贸等领域的交流与合作，中国政府设立了一系列奖学金项目，资助世界各国学生、学者到中国高等学校学习、进修和从事研究活动。中国教育部制定中国政府奖学金年度计划，委托中国国家留学基金管理委员会（以下简称“留学基金委”）具体负责奖学金生的招生工作及在华日常事务的管理工作。

1. 中国政府国别奖学金

此项奖学金系中国教育部根据中国政府与有关国家的政府以及有关国际组织签订的教育交流协议或达成的谅解，对外提供的全额奖学金或部分奖学金，包括本科生奖学金、硕士研究生奖学金、博士研究生奖学金、汉语进修生奖学金、普通进修生奖学金和高级进修生奖学金。

2. 中国政府长城奖学金

此项奖学金系中国教育部向联合国教科文组织提供的全额奖学金，只设立普通进修生奖学金和高级进修生奖学金。



3. 亚洲留学奖学金

此项奖学金系中国教育部设立的专项全额奖学金，旨在鼓励亚洲学生、学者在亚洲国家间流动，增进亚洲各国之间的相互了解，拓展教育交流与合作空间，提高亚洲整体教育质量。此项奖学金只招收普通进修生和高级进修生。

4. 中国—东盟(AUN)奖学金项目

此项奖学金系中国教育部向东盟组织成员国提供的专项全额奖学金，旨在鼓励东盟成员国青年学生、教师、学者来华留学和交流，增进相互了解和友谊。

5. 中国—欧盟学生交流奖学金项目

此项奖学金系中国教育部为资助欧盟各国家高中毕业生及大学生来华进修汉语一学年而设立的专项全额奖学金项目。

6. 上海合作组织奖学金项目

此项奖学金系中国教育部向上合组织成员国提供的专项全额奖学金项目，旨在鼓励和资助上合组织国家的青年学生来华留学。

7. 中国政府专项奖学金—高校研究生项目

此项目系中国教育部提供的全额奖学金，由中国高水平大学自主招收外国来华留学的硕士研究生和博士研究生。





02 中国政府奖学金的内容

1. 全额奖学金包含内容如下：

- 免交注册费、学费、实验费、实习费、基本教材费和住宿费；
- 提供门诊医疗服务和中国政府奖学金来华留学生综合医疗保险；
- 提供奖学金生活费和一次性安置补助费；
- 提供入学时由入境口岸城市至学校所在城市、汉语补习院校所在城市至专业院校所在城市，以及毕业时由学校所在城市至出境口岸城市的一次性火车硬座车票（乘坐通宵火车时为硬卧车票）；奖学金生的国际旅费原则上由派遣方负担。另有协议者按协议规定办理。

2. 部分奖学金为上述内容中的一项或几项待遇。

03 全额奖学金生的待遇标准和发放办法

1. 住宿：

- 1) 在校学习期间，提供免费住宿：博士生、高级进修生为单人间，其余类别学生为双人间。
- 2) 在留学生公寓居住，外出超过 15 天以上者（包括 15 天），请离开时务必在前台办理退房手续，原房间不再保留；不办理退房手续者将按照客人每天住宿收费标准收取费用。



3) 汉语补习结束按计划应入院攻读博士学位的进修生，可于 8 月 15 日起申请单人间。

4) 本科毕业后继续在校攻读硕士的奖学金生，在本科学习结束后的暑假可保留宿舍，不用重新办理入住手续；硕士毕业后继续在校攻读博士的奖学金生，在硕士学习结束后的暑假可保留宿舍，于 8 月 15 日起申请单人间。

5) 不遵守学校住宿管理规定，恶意破坏公物，扰乱公共秩序的奖学金生，将被取消免费住宿资格。

2. 生活费：

1) 奖学金生活费标准

学生类别	生活费标准(人民币 / 月)
本科生	1,400 元
汉语进修生	1,400 元
硕士研究生、普通进修生	1,700 元
博士研究生、高级进修生	2,000 元

2) 奖学金生活费发放办法：

- 奖学金生活费自奖学金生入学之日起按月在每月初发放。
- 新生当月十五日(含十五日) 之前注册的，发给全月奖学金生活费；十五日以后注册的，发给半个月奖学金生活费。
- 毕业生的奖学金生活费发至学校确定的毕业之日以后的半个月。
- 对休学、退学或结业回国者，奖学金生活费自下个月起停发。
- 学校规定的假期内奖学金生活费照发。

g. 一个月内无故旷课 5 天者停发半个月奖学金，无故旷课 10 天者停发全月奖学金，并将按我院《学生违纪处分条例》做出处理。

h. 汉语补习期间的生活费标准参照汉补结束后的学生类别所对应的标准。

i. 因个人原因需提前支取生活费，应提前 2 个工作日向留学生办公室提交书面申请。

j. 境外培养、实习、调研，停发奖学金生活费，返校当月恢复发放奖学金生活费。

k. 学生必须遵守中国法律、法规和学院的各项规章制度，在学期间一律不允许打工。如有违反，学校有权停发奖学金，并按相关政策给与处理。

3. 新生一次性安置费：

学生类别	安置费标准(人民币)
来华学习期限为 6 个月或以内者	1000 元
来华学习期限为 1 学年或以上者	1500 元

注：该安置费为新生首次来华报到后的一次性安置费。入学报到前一年内在 中国学习或工作的新生不能获得该费用。



4. 其它

- 1) 奖学金生要求进行超出学校教学计划的实验或实习，所需费用由本人自理。
- 2) 奖学金生来华后如被发现患有中国法律规定不准入境疾病者，须立即离境回国，回国旅费自理。
- 3) 奖学金生因患严重疾病需休学者，应回国休养，回国旅费自理；经学校批准休学者，享受奖学金资格最长可保留一年，但休学期间停发奖学金生活费。奖学金生因其他原因休学者，其享受奖学金的资格不予保留。

04 奖学金生注册

1. 每学年初，中国政府奖学金生应在规定的时间内到留学生办公室注册，并在奖学金生名单上签字确认，否则将直接影响其正常地享受奖学金待遇。如果因事不能准时报到，需提前通知学院，经批准后，可以适当延期报到，但最晚不迟于开学后一个月。

2. 请您一定持来华学习 X 签证入境。否则，一切后果由本人自负；报到时请提供护照首页和签证页的复印件。
3. 来华时，请准备 10 张照片(与本人护照照片一致)；并请于报到时提供本人在学期间固定使用的中文名字。
4. 入境后，请立即到学校办理报到手续，并在 30 天内配合留学生办公室办理居留手续，逾期所受处罚一概由本人承担。
5. 入学后如发现学生体检不符合国家出入境管理处的规定，将取消该生学生签证，并要求其在限定的期限内自购机票回国。

05

中国政府 奖学金年度评审

1. 享受中国政府奖学金的留学生，须参加并通过每年一次的奖学金年度评审，才能继续享受奖学金待遇。年度评审内容包括学习成绩、学习态度、考勤情况、行为表现及奖惩情况等。

2. 奖学金年度评审工作一般在 4 月中旬开始。留学生办公室会统一给学生发放《中国政府奖学金年度评审表》，同时需要学生提交所在院系的评审意见和学习成绩单。

3. 有下列情形之一者，中止享受奖学金资格一年：

① 所修课程未达到学校规定学分要求或考试不及格门数超过所修课程的 1/3；

② 研究生未按培养计划注册选课或成绩出现不合格；

③ 被学校予以校纪处分；

④ 被学校予以学术警告。

4. 被中止奖学金的留学生，可申请自费继续留校学习。中止期满前可提出书面申请，参加当年的年度评审。如评审合格，经国家留学基金管理委员会批准后，可自下学年起恢复享受奖学金的资格。

5. 有下列情形之一者，将被取消享受奖学金资格：

① 被学校给予勒令退学或开除学籍处分；

② 在校学习期间累计两次未通过奖学金年度评审；

③ 无正当理由不参加奖学金年度评审。

06 专业变更、转学及奖学金期限的延长

1、申请变更专业

因特殊原因确需调整专业，须向学校提出书面申请，由学校报基金委审核。研究生专业不予变更。

2、申请转学

因特殊原因确需转学，须首先向学校提出申请，经同意后方可自行联系接受学校。

3、申请延长奖学金期限

申请延长奖学金期限的学生须在每年年初前向留学生办公室提交《中国政府奖学金延长奖学金期限申请表》(可在<http://www.csc.edu.cn/laihua> 下载)，并认真参加当年的年度评审。无故不参加奖学金年度评审或评审未通过的学生，奖学金期限不予延长。申请延长奖学金必须获得本国留学生派遣部门的同意。

本科和硕士研究生不能申请延期，博士研究生未完成学业只能申请延长一次，时间不超过一学年。

07 中国政府奖学金生的汉语补习和入系标准



1、根据教育部要求，奖学金生入学后因汉语水平达不到要求而不能开始专业学习的，应按照录取通知书规定的期限，在我校国际交流学院或基金委指定的院校进行汉语补习。

2、HSK 达到新版五级 180 分以上，每门课程总成绩 60 分以上，经考核达到入系标准的学生，方可开始专业学习。

3、在规定期限内未能达到入系标准的学生，须在每年 5 月前在 <http://www.csc.edu.cn/laihua> 下载申请表，向留学生办公室申请延长汉语补习期限，最长不超过 2 年，或者选择转入其他学校。申请延长汉语补习的学生，第一学期总成绩和第二学期期中成绩均需在 60 分以上，并完成相应的 HSK 等级考试。

08 保险与医疗

根据教育部对中国政府奖学金生保险政策的最新规定，我们将向您发放来华留学生保险服务卡和医疗费用 650 元人民币。当您需就医时，请在就医前致电 400-810-5119 或 010-67185217 以获得就医指导，您也可登陆 www.lxbx.net 查询您的保险信息、保险介绍及责任免除等相关内容。

具体操作步骤是：打开网页后请找到左侧第三行“投保指南”四个字并点击进入，就会出现平安养老保险股份有限公司来华人员综合保险保障计划简介（英）英语查询保险信息，保险介绍及责任免除等相关内容。

请您每次看完病一定保存好所有的收据以便和保险公司联系后续理赔事宜。请用快递将医疗单据邮寄到如下地址：北京市朝阳区东三环中路 55 号双子座 B 座 303 室（北京环球医疗救援有限责任公司）

收件人：来华

项目理赔部电话：010-59104919

邮编：100022

北京电影学院
国际交流学院

01 BRIEF INTRODUCTION

Chinese Government Scholarship program is established by the Ministry of Education of P.R. China (hereinafter referred to as MOE) in accordance with educational exchange agreements or understandings reached between Chinese government and governments of other countries, organizations, education institutions and relevant international organizations to provide both full scholarships and partial scholarships to international students and scholars.

MOE entrusts China Scholarship Council (hereinafter referred to as CSC) to manage the recruitment and carry out the routine management of Chinese Government Scholarship Programs. Chinese Government Scholarship consists of full scholarship and partial scholarship, and it is open to the undergraduate, graduate and visiting students.

Categories of Applicants and Duration of Scholarship

Study Program	Duration of Program	Duration of Remedial Chinese Language Courses	Duration of Scholarship
Bachelor's degree	4-5	1-2 (college preparatory courses)	4-7
Master's degree	2-3	1-2	2-5
Doctoral degree	3-4	1-2	3-6
Chinese language training	1-2	None	Up to 2
General scholar	1	1	Up to 2
Senior scholar	1	1	Up to 2

Scholarship students should complete their study within the due time; duration for scholarship specified in the Admission Notice cannot be extended in principle.

02 VALUES OF SCHOLARSHIP

Full Scholarship

- Registration and tuition fees, fees for experimental and internship, basic learning materials and accommodation
- Fee for outpatient medical service, Comprehensive Medical Insurance and Protection Program for International Students in China
- Living allowance
- One-off settlement subsidy after registration
- One-off inter-city travel subsidy

Note:

Scholarship students are supposed to choose the nearest port to their admitting institutions for inter-city travel and a hard-seat train ticket (hard-berth train ticket only for overnight trip) will be provided to:

- Freshmen transfer from the port of entry to the city where the admitting institution is located.
- Students finishing study in china transfer from the city where the institution is located to the port of departure.
- Expenses for food during the trip and excess of baggage should be self-afforded.

In principle, the port of entry is Beijing, or a port of entry near where the university is located.

Partial Scholarship

One or several items of full scholarship.(One-off settlement subsidy and one-off inter-city travel allowance excluded).



03 MORE DETAILS OF FULL SCHOLARSHIP

Accommodation

Beijing Film Academy provides dormitories at International School (Building H) on campus.

- Single rooms for doctoral candidates and senior scholars;
- Twin rooms for visiting students, research scholars, undergraduates and graduate students;

Note:

a. Scholarship students who leave school for over 15 days (including 15days) must check out from the student residence and cannot keep the room. When they come back to continue their studies, they may check in again. Otherwise they will be charged according to the guest's price.

c. Scholarship students who have finished their undergraduate study and continue to pursue Master's Degree with scholarship at BFA may keep their dormitory and need not do the check-in procedures again; scholarship students who have finished their graduate study and continue to pursue Ph.D Degree with scholarship at BFA may keep their dormitory in the summer and apply for one single-room dormitory in August 15.

d. Students who disobey student residence regulations of the university, deliberately destroy public property and disturb public order will be deprived of the on-campus student residence.

Living allowance

Program	Standard (RMB/month)
Undergraduates	1,400 Yuan
Chinese Language students	1,400 Yuan
Master students	1,700 Yuan
General visiting students	
Doctoral candidates	2,000 Yuan
Senior Visiting students	



Note:

a. The living allowances will be granted at the beginning of each month after you register.

b. Freshman who registered before Sep 15th will get the full stipend of this month; those who registered afterwards will get half amount.

c. For graduates, the stipend will be given until 15 days after the graduation date.

d. The stipend will be terminated from the next month after the students suspend their studies, drop or graduate from the institution.

e. Monthly living allowance covers school holidays.


f. One month's allowance will be withheld if the students do not register on time without permission in advance, leave without persuasive reasons or are absent from the school for over a month. The allowance will be withheld for one semester if the students are absent from the school without permission for over two months.

g. If students are found to be absent from class for 5 days in one month without either asking for leave in advance or explaining the reasons for their absence to the School or department in possible ways, BFA will deal with them according to related rules of BFA and will stop providing half a month's scholarship; if the absent days are accumulated over 10 days in one month, BFA will stop providing a whole month's scholarship to them.

h. The allowance standard during the period of Chinese language studies will be the same with that of the degree seeking period.

i. Students who need to get the allowance in advance due to personal reasons are required to submit their application to the International Students' Office 2 work days ahead of time.

j. Scholarship students who participate in the exchange programs do the internship or research outside of China will not be granted with living allowances during their absence. The living allowances will continue to be granted to students when they return back to school.



k.All international students must abide by the laws of China, as well as the rules and regulations of BFA. Part-time jobs are not allowed when they study in BFA. For those who have broken the laws of China, as well as the rules and regulations of the BFA, BFA has the right to invalidate their Scholarship and to deal with them according to related policies.

One-off subsidy for settlement

Study duration	Standard (RMB)
Less than 6 months	1000 Yuan
One academic year or above	1500 Yuan

Note:

The one-off resettlement subsidy will not be provided to those who have studied in China for more than half a year before being enrolled.

Others

1.Fees of experiment and practice that is beyond the program plan are at the students' own expense.

2.The students will be required to leave China, if they are diagnosed as suffering from diseases that are not permitted to enter China according to the Chinese law and regulations. The costs of the international trip will be borne on the students.

3.The students who suspend their studies because of serious diseases should go back to their home country. The costs of the international trip will be borne on the students. With the institution' s approval, their studies can be suspended for at most one year, and their living allowance will be suspended at the same time. The scholarship will be terminated for those who suspend their studies because of other reasons.



04

REGISTRATION

1.All CGS holders should arrive and register at BFA according to the date specified in the Admission Notice and sign your name for confirmation. Otherwise, your scholarship will be suspended. For those who may not arrive on time, it is required that they advise BFA in advance, and the delay is limited within thirty days after the commencement of study.

2. Be sure to enter China with X visa, otherwise you will be responsible for all the possible consequences; Please offer photocopies of the picture page and Chinese visa page of your passport.

3. Please prepare 10 passport-sized photos (the size is 2 inches; The background should be white or light blue)on registration day; Your Chinese name is also needed upon registration.

4. Please go through all the procedures of registration at BFA and apply within thirty days of arrival for the residency permit to the International Students 'Office.

5.According to related regulations of the Division of Aliens and Exit-Entry Administration of the Beijing Municipal Security Bureau, if students cannot pass the medical examination at the medical quarantine bureau of China, their student visas will be invalidated; students must return to their countries within required dates and pay for the flight cost on their own.



05

ANNUAL EVALUATION OF CHINESE GOVERNMENT SCHOLARSHIP STATUS

1. The CSC will evaluate the performance of the scholarship students annually. The annual evaluation is based on the students' academic report, study attitude, class attendance, behavior, rewards and punishments. Only those students whose performance is approved can keep the scholarship for the next year.

2. The Annual Evaluation of Chinese Government Scholarship Status begins in mid-April. Students who will continue to study for the next year should fill in the form of Annual Evaluation, which can be obtained from the International Office. Besides, the review from your department and the transcript are required.

3. The scholarship will be suspended for one year if:

- a) The student cannot meet the credits requirement, or failed courses reach 1/3 of the total credits selected
- b) The postgraduate student does not register according to the program plan or fails in any courses
- c) The student has received a penalty for an offense to school discipline
- d) The student has received an academic warning

4. The student whose scholarship is suspended can apply to continue studies self-supported within the period of suspension. If the student passes the Annual Evaluation next time, his or her scholarship can be renewed from the next academic year.

5. The scholarship will be terminated if the student:

- a) Is dismissed from the institution
- b) Fails twice in Annual Evaluation during his studies in China
- c) Refuses to take the Annual Evaluation without persuasive reasons



06 CHANGING OF MAJOR OR INSTITUTION AND EXTENSION OF SCHOLARSHIP

Scholarship students normally cannot change their major or institution, nor extend their duration for scholarship, unless there are any persuasive reasons. When they apply, the scholarship students must get approval from the concerned authority of the sending state and the CSC.

Scholarship students should submit the Application Form for Extension of Scholarship to International Students' Office at the beginning of each year, and should attend the annual evaluation. The extension of scholarship is subject to the approval from the relevant authorities of the sending state.



07 CHINESE LANGUAGE TRAINING AND THE ADMISSION STANDARD FOR SUBJECT STUDIES

Students must obtain the approval of study extension from the University before applying for a scholarship extension.

Please note that the China Scholarship Ph.D students can only be extended once; the undergraduate and the postgraduate scholarship cannot be extended.



1. According to the regulations stipulated by MOE, all undergraduate programs for international students are instructed in Chinese. Applicants with no command of Chinese are required to take the college preparatory courses for one to two years before pursuing major studies.

2. The students can start the subject studies only if they have reached the new HSK level 5, over 180 points and make sure every course taken are above 60 points and passed the admission test for subject studies.

3. If the students fail to meet the above-mentioned standard within a set period, they have to extend the language training duration before May each year or transfer to other universities. The duration of language learning is at most 2 years. The students can start the prolonged studies only if they have passed the correspondent HSK test and make sure every course of first semester and mid-exam of second semester are all above 60 points.



08 INSURANCE AND MEDICAL CARE

According to the most recent policy issued by the Ministry of Education regarding Chinese Government Scholarship Students Insurance, we will offer you the Insurance Service Card as well as 650 as annual health care allowance. Before you seek medical service, please call 400-810-5119 or 010-6718521 for medical instructions. You can also check out information related to the details of your Insurance including liability exemption at www.lxbx.net. Here are a few steps for you to follow: on the webpage, please find the "Insurance Instructions (投保指南)" on your left (the third tab from the top). Click on it and you will find the English version of the Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.

Please keep the receipt each time you seek medical service so that you can contact the Insurance Company regarding subsequent medical claims. Please send your medical receipts to the following address:

北京市朝阳区东三环中路 55 号双子座 B 座 303 室(北京环球医疗救援有限责任公司)

Addressee: 来华

项目理赔部

Telephone: 010-59104919

Postcode: 100022