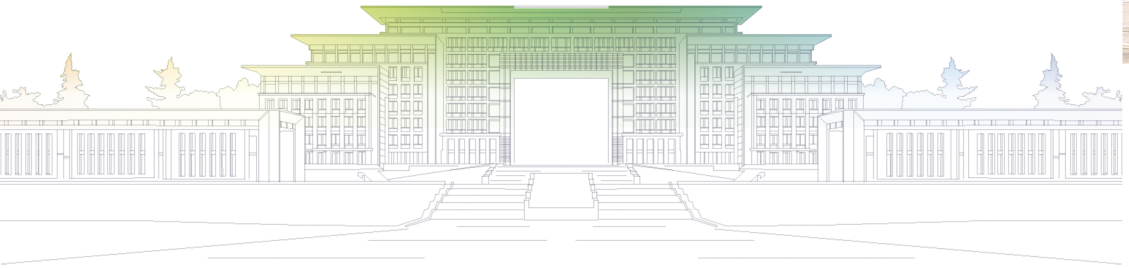
明德至善

知行利物



来华留学 Q&A：你关心的问题在这里

STUDY IN CHINA Q&A:ALL YOUR QUESTIONS ANSWERED



昆明学院 国际学院

二〇二六年八月

来华留学 Q&A：你关心的问题在这里

Study in China Q&A:All Your Questions Answered

留学生外事管理

Foreign Affairs Management for International Students

一、我要如何办理居留许可？

How can I obtain a residence permit?

提供如下材料：

Provide the following documents:

1. 护照和 X1 签证原件以及复印件各两份；

Original and two copies of passport and China X1 Visa

2. 《外国人签证数字相片采集回执》及 1 张 2 寸（护照规格）的正面免冠照片（背景为白色）；

Receipt of China Visa Photograph for Foreigners in Yunnan Province, one passport-size photo (2 inches, facing the front, without hat, white background)

3. 《境外人员住宿登记凭证》及一份复印件；

Original and one copy of Registration Form of Temporary Residence for Visitors

4. 由云南国际旅行卫生保健中心开具的《健康证明》及一份复印件；

Original and one copy of Health Certificate provided by Yunnan International Travel Health Care Center

5. 《外国留学人员来华签证申请表》及复印件；

Original and one copy of Visa Application for Study in China (JW202)

6. 学费和保险缴费证明。

The receipts of tuition fee and medical insurance

二．办理居留许可要多长时间？

一般情况下，申请居留证件需要 21 个工作日，提前预留好时间,以免因为在办理签证的过程中无法使用护照而造成影响。如有紧急事情,可以凭《外国人签证证件受理回执》办理乘机、住宿的手续。

It usually takes 21 working days for residence permit. Students should apply residence permit in advance to avoid unnecessary trouble due to not being able to use the passport during the application time. The passport will be taken by the PSB (Public Security Bureau) for processing during the application time. In case of emergency, international students can apply for boarding and accommodation by presenting *Receipt of Acceptance of Visa for foreigners*.

三．我应该何时申请办理居留许可？

初次申请居留许可证，留学生在入境后 30 天内办理。

申请居留许可证延期，留学生需要提前 10 个工作日向国际学院招生办公室提出申请。延期申请导致居留许可过期的，将被视为在中国非法停留，停留期间中国出入境部门将处于每天 500 元人民币的罚款并有可能被限期离境。

International students are required to commence the application for residence permit at Exit-Entry Administration of Kunming Municipal Public Security Bureau within 30 days of entry into the China Mainland. International students applying for residence permit extension should apply to the School of International Education Admissions Office 10 working days in advance.

四、如果我更换了护照怎么办？

If I had replaced my passport, what should I do?

更换护照后，必须在领取护照后的 10 日内，先到国际学院招生办公室申请，之后前往昆明市公安局出入境管理局签证处办理护照信息变更手续，否则将因非法居留受到处罚。

After replacement of my passport in China, I must report to the School of International Education Admissions Office and go to the Exit-Entry Administration of Kunming Municipal Public Security Bureau within 10 days for passport information changing procedures. Otherwise I will be punished for illegal residence.

五、如果护照遗失怎么办以及如何补办护照？

If I lose my passport, what should I do? How to reapply my passport?

1. 持有效证件到丢失地派出所报案，并领取报失证明；

Go to the local police office to report my loss and obtain a loss report of my passport.

2. 到国际学院招生办公室领取相关证明信；

Obtain the relevant proof document from the School of International Education Admissions Office.

3. 持派出所开具的护照报失证明、国际学院招生办公室开具的证明信前往居住地区县级公安分局开具护照遗失证明；

After receiving the 2 reports above, I should go to the District Public Security Bureau to get the loss certificate of my passport.

4. 凭护照遗失证明前往本国驻华使领馆申请新护照；

Take the loss certificate of passport to the embassy of my home country to apply for a new passport.

5. 领取新护照后，留学生必须在取得护照的 10 日内到国际学院招生办公室申请签证或居留证件补办手续,并及时办理住宿登记的更新。

Go to the School of International Education Admissions Office with my new passport within 10 days to apply for a new visa or residence permit. After receiving my Visa, go to the local police station to renew my accommodation registration status.

留学生教学管理

Academic Affairs Management for International Students

一、我怎么注册报到？

How can I register?

（一）入学与报到

Enrollment and Registration

按规定录取的新生，持录取了通知书、JW202 表及护照，按学校有关要求和规定的期限到校办理入学手续，并录入学籍信息。

Freshmen who have been admitted according to the regulations, take the admission letter, JW202 form and passport, and complete the admission procedures in the School of International Education Academic Office according to the relevant requirements and schedule time of the university, and input the students' academic information.

二、我不上课，学校怎么处理我？

If I don't attend the class, what will the university do with me?

任何一位留学生在校期间应该自觉参加学校的所有教学活动，遵守学校纪律和学校的教学管理制度。对旷课学生按以下规定处理：

Any foreign student should consciously participate in all

the teaching activities of the university while attending school, and abide by the university's discipline and teaching management system. For students who are absent from class, they will be treated as follows:

（一）一学期内旷课累计达到下列学时,分别给予相应的纪律处分：

The corresponding disciplinary action shall be given separately for the following periods of university during the semester:

1. 旷课累计达 20 学时者应给予警告处分；

Those who have reached the total of 20 periods of schooling should be given a warning

2. 旷课累计达 25 学时者应给予严重警告处分；

Those who have accumulated 25 periods, should be given severe warnings

3. 旷课累计达 30 学时者应给予记过处分；

Those who have accumulated 30 periods in class should be given disciplinary action

4. 旷课累计达 40 学时者应给予留校察看处分；

The total number of students who have lost 40 periods hours should be given to Academic probation

5. 旷课达 50 学时者，给予开除学籍处分；

Students who accumulate 50 periods of unexcused absences will be expelled from university.

（二）一学年内旷课累计达 75 学时，应给予开除学籍处分。

Those who have completed a total of 75 periods in academic year shall be dismissed from university.

三、课程考核不及格怎么办？

学生应按时参加本专业人才培养方案规定的课程和各种教学环节的考核，成绩合格可获得该课程的学分和绩点。通过重修获得的成绩，当予标注，考核成绩及获得学分记入学生成绩登记表。

Students should participate in the examinations of courses and various teaching activities stipulated in the talent training program on time. Students can obtain credits and grade points for the course upon passing the assessment. Grades obtained through retaking courses should be marked accordingly, and the assessment results and credits earned shall be recorded in the student's academic transcript.

四、我得到学业警告的后果是什么？

What will be the consequence if I get the academic warning?

每学期考核结束后，未获得学分数大于等于本学期应修学分总数三分之一的，给予学业黄色预警；未获得学分数大于等于本学期应修学分总数二分之一的，给予学业红色预警。

After the assessment of each semester, academic warnings shall be issued in the following circumstances: A yellow academic warning shall be given if the number of unearned credits is greater than or equal to one-third of the total required credits for the semester; A red academic warning shall be given if the number of unearned credits is greater than or equal to one-half of the total required credits for the semester.

五、如果我生病了，需要请假，怎么办？

If I am ill, need to ask for leave, what should I do?

国际学生不能按时参加培养方案规定的教学活动，应事先请假并获得批准。病假应持学校医院或县级（含）以上医院出具的证明。请假 3 天至 15 天以内的（含 15 天），由国际学院教学管理科审批；15 天以上 30 天以内的（含 30 天），由国际学院院长审批。请假时间不得超过 30 天，超过者建议休学。

International students who are unable to attend the teaching activities specified in the training program on time shall apply for leave in advance and obtain approval. For sick leave, a certificate issued by the university hospital or a hospital at or above the county level must be provided. Leave applications for 3 to 15 days (inclusive) shall be approved by the Teaching

Affairs Office, Leave applications for more than 15 days but less than or equal to 30 days shall be approved by the Dean of School of International Education.

留学生行为规范管理

Students Affairs Management for International Student

一、留学生为什么要购买保险？

Why should international students buy insurance?

要求留学生购买医疗保险是国际普遍作法和中国政府的强制性规定。

It is a common and mandatory requirement of the Chinese government to require international students to purchase medical insurance.

1.不购买保险的学生不能申请中国政府任意级别的奖学金。

Students who do not purchase insurance cannot apply for scholarships at any level of the Chinese government.

2.学生因发生意外伤害或者疾病住院治疗（县区以上公立医院），将会用保险费进行理赔。

Students who are hospitalized for accidental injuries or diseases will be compensated with insurance. The public hospital should be county-level or higher.

二、保险要交多少钱？

How much does the insurance cost?

昆明学院留学生目前购买的是来华留学生保险，保险费为 800 元每年。

Currently, international students at Kunming University purchase the International Student Insurance for China, with an annual premium of 800 yuan.

三、在哪里购买保险？

Where should I buy insurance?

保险费的收取由国际学院学生管理办公室负责。

In charge of the insurance premium is the Students' affairs office of School of International Education.

四、我可以在外居住吗？

Can I live off-campus?

依据昆明学院的留学生公寓管理规定，原则上留学生上课期间不允许在外留宿，并且每天晚上要完成宿舍查寝工作。

According to the Apartment Management Regulations for International Students of Kunming University, international students are not allowed to stay off-campus during the academic period in principle, and a daily dormitory check will be conducted every night.

五、我可以晚出宿舍或者晚归吗？

Can I leave the dormitory late or come back late?

不可以。学校每天晚上 23:00 关宿舍门，第二天早晨 06:00 开宿舍门。晚出、晚归 4 次及以上，将会受到“注销签证”、取消奖学金申请资格等处分。

Absolutely no. The dormitory door is closed at 23:00 every evening and opened at 06:00 the next morning. Students who go out late or return late for 4 times or more, will be subject to the punishment of "visa cancellation" and disqualification of scholarship application.

六、我可以自己调换宿舍吗？

Can I change the dormitory by myself?

不可以。留学生不得擅自调换或占用其他宿舍或床位，到校报到后，凡是有关留学生宿舍的调换、新生入住都需要到国际学院进行登记和备案。

No, you can't. International students are not allowed to change or occupy other dormitories or beds without permission. After registration, all the changes of dormitory and new students' accommodation should be registered and filed with the School of International Education .

七、我可以在学校里喝酒吗？

Can I drink at University?

不可以。昆明学院明令禁止留学生在校内饮用任何酒

类。喝酒、酗酒造成较严重后果的，将会受到开除学籍处分。

Can't.Kunming University has banned foreign students from drinking any alcohol while in University. Those who drink or drink too much and cause serious consequences will be expelled from school.

八、我可以在校外酒吧喝酒、过夜吗？

Can I drink and spend the night in the off-campus bar?

不可以，建议作为昆明学院的学生在校外也不要饮酒，也不允许学生夜不归宿。

Definitely NO. It is suggested that students of Kunming University should not drink out of the campus, and students are not allowed to stay off-campus all night.

九、我持的是学习签证，可以在中国找工作吗？

I hold the study visa. Can I find a job in China?

不可以。来中国留学的外国人，未经政府主管机关许可，不得在中国就业、经商或从事其他经营性活动。一旦“非法就业”被查处，留学生将被注销签证并遣返回国。

No, you can't. Foreigners who come to China to study abroad shall not be allowed to work in China without permission from the competent government authorities. Once the "illegal employment" is investigated, the students will have their visas canceled and be repatriated back.

十、我可以在宿舍里用电磁炉、煤气罐吗？

Can I use induction cooker and gas canister in the dormitory?

不可以。宿舍内不得使用任何大功率电器，比如：电饭煲、电磁炉。使用违规电器被查到的外国学生，除没收电器外，还将影响奖学金申请及居留许可。

Absolutely NO. Do not use any high-power appliances in the dormitory, such as rice cookers and induction cookers. International students who are found to use illegal electrical appliances, in addition to confiscation of electrical appliances, will also affect scholarship applications and residence permits.

十一、我怎样申请奖学金？目前学校有哪些奖学金？

How can I apply for a scholarship? What scholarships are available?

符合条件的留学生，均可以向国际学院提出奖学金的申请。目前学校有云南省政府奖学金和昆明市政府奖学金。

Qualified international students can apply for scholarships from the School of International Education. Currently, there are Yunnan Provincial Government Scholarship and Kunming Municipal Government Scholarship.

十二、我申请奖学金时有什么需要注意的事项？

What should I pay attention to when applying for a scholarship?

对申请奖学金的学生，将严格执行“四查”制度，即：查学费、查保险费、查课堂考勤、查宿舍指纹考勤。综合表现优异的留学生更有机会获得各类奖学金，帮助其顺利完成学业。

For students applying for scholarships, the "four checks" system will be strictly implemented, namely: check tuition fees, check insurance premiums, check class attendance, check dormitory fingerprint attendance. International students with excellent comprehensive performance are more likely to receive various scholarships to help them successfully complete their studies.

十三、我可以在学校里参加宗教活动吗？

Can I take part in religious activities at school?

学校尊重留学生的民族习俗和宗教信仰，但不提供宗教活动场所。学校内不得进行传教、宗教聚会等任何宗教活动。

The University respects the ethnic customs and religious beliefs of international students, but does not provide venues for religious activities. No missionary work, no religious gathering or no other religious activities are allowed in the University.

十四、我是留学生，是否比中国学生多一些特殊权利？

As an intentional student, do I have more special rights than Chinese students?

硕士研究生、本科学历生、预科生的日常管理将趋同于中国学生的管理，这也就意味着，所有《学生手册》中规定的行为准则、处理方法和处分条例均适用于外国学生。因此，并没有什么特殊权利。

The daily management of Master's students, Undergraduate students and Preparatory students will be similar to that of Chinese students, which means that all the codes of conduct, treatment methods and punishment regulations stipulated in the *Student Handbook* are applicable to international students. Therefore, there are no special rights.

十五、学校有没有课外活动？我积极参加学校的活动，会不会有奖励？

Does the University have extracurricular activities? I actively participate in activities, will there be a reward?

学校鼓励国外学生参加有益于身心健康的文体活动。你积极参加学校组织的活动，会有奖励，比如荣誉证书和所获得名次的奖金。

The University encourages international students to take part in cultural and sports activities beneficial to their physical and mental health.There will be rewards for your active participation in activities organized by the University, such as certificates of honor and prizes for your ranking.

十六、我可以在宿舍里大声唱歌、播放音乐吗？

Can I sing loudly and play music in the dormitory?

不可以。自修时间及熄灯以后不能大声喧哗、唱歌、播放音乐，不进行影响他人学习和休息的活动。

No, you can't. After self-study time and lights off, do not talk loudly, sing and play music, do not affect others to study and rest.

十七、我的宿舍需要我打扫吗？

Do I need to clean my dormitory?

当然需要。你需要培养良好的卫生和劳动习惯，防止疾病传播，可以建立宿舍成员卫生值日周制度，让每一位宿舍成员都能参与进来。

Of course you need. You need to develop good health and labor habits to prevent the spread of the disease. You can establish duty roster so that every member can involve in it.

十八、在中国吸食大麻是否合法？

Can I smoke marijuana in China?

当然不可以。吸食（含注射，下同）鸦片、吗啡、海洛因、大麻、可卡因和非法使用国务院规定管制的其它能够使人形成瘾癖的麻醉药品和精神药品，在中国都属于违法行为。中国行政区域内的人员（含外籍人员），一律禁止吸食毒品。

Definitely no. Smoking opium, morphine, heroin, marijuana, cocaine and the illegal use of other narcotic drugs and psychotropic substances that can make people addicted are illegal in China. All personnel (including foreigners) in China's administrative areas are prohibited from taking drugs.

十七、我可以在中国驾车吗？

Can I drive in China?

根据《中华人民共和国道路交通安全法》第十九条，外国人若希望获得中国驾驶证，需要满足以下条件：

1. 持有境外机动车驾驶证机动车驾驶证机动车驾驶证
2. 符合国务院公安部门规定的驾驶许可条件
3. 经公安机关交通管理部门考核合格

In accordance with Article 19 of Road Traffic Safety Law of the People's Republic of China, foreigners who wish to obtain a Chinese driver's license shall meet the following conditions:

1. Hold an Overseas Motor Vehicle Driver's License
2. Meet the Driving Permit Conditions Stipulated by the Public Security Department of the State Council
3. Pass the Assessment Conducted by the Traffic Administrative Department of the Public Security Organ

十八、我不缴学费的后果是什么？

What happens if I don't pay tuition fees?

根据中华人民共和国教育部第 41 号令《普通高等学校学生管理规定》第十二条：“每学期开学时，学生应当按学校规定办理注册手续。不能如期注册的，应当履行暂缓注册手续。未按学校规定缴纳学费或者有其他不符合注册条件的，不予注册”；第三十条：“学生有下列情形之一，学校可予退学处理：超过学校规定期限未注册而又未履行暂缓注册手续的”。《昆明学院留学生处分条例》第二十四条规定：”未按规定缴纳学费的，应予退学或不予注册，不予以办理签证等相关手续。”《昆明学院留学生管理规定（试行）》第三十三条规定：“对于未交清学费者暂不发放有关证书或证明。”

According to Article 12 of *the Regulations on the Management of Students in Ordinary Higher Education Institutions* (Order No. 41 of the Ministry of Education of the People's Republic of China), "At the beginning of each semester, students shall handle registration procedures in accordance with school regulations continued. Those who cannot register as scheduled shall go through the procedures of deferred registration. Those who fail to pay tuition fees according to school regulations or do not meet other registration requirements will not be registered; Article 30: "If

a student falls under any of the following circumstances, the school may expel them: if they fail to register within the prescribed time limit and fail to complete the procedures for suspending registration. Article 24 of *the Regulations on Disciplinary Sanctions for International Students of Kunming University*: "Those who fail to pay tuition fees as required shall be subject to withdrawal from school or denied registration, and relevant procedures such as visa processing will not be handled." Article 33 of *the Provisional Administrative Provisions for International Students of Kunming University*: "Relevant certificates or testimonials shall be withheld for students who have not fully settled their tuition fees."

十九、我应该怎么缴纳学费？

How can I pay for my tuition fees?

我们有两种方法可以缴纳学费。

There are two ways for us to pay the tuition fees.

方法一：交现金

Way 1：by cash

方法二：微信支付

Way 2: by we-chat pay

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