



中英国际低碳学院
China-UK Low Carbon College

2018 LCC International Students Guidebook

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China-UK Low Carbon College

No3, Yinlian Road, Pudong New District, Shanghai

1. OVERVIEW OF LINGANG

Lingang is located at the southeast tip of continental Shanghai. It is 75 km away from the City Centre of Shanghai. Standing at the very frontier coast of the Yangtze River Delta, Lingang enjoys the best air quality and natural environment in Shanghai. Lingang is connected with important destinations in Shanghai by a well-developed transport network woven by Expressway S2 to Shanghai Disneyland and Central Pudong, Pudong Railway (Phase I) linking Lingang with South Shanghai Railway Station, Inter-ports Avenue to Shanghai Pudong International Airport (PVG), the inland waterway of Datuan-Luchaogang Canal, as well as the high-speed Metro Line 16. It takes only 20 minutes' drive from Pudong Airport to Lingang and 45 minutes' drive from Pudong's Centre.



2. APPLICATION SYSTEM LOG-IN

Application website: <http://apply.sjtu.edu.cn>

Please log in the system with your application account and complete the registration process.

Please log in with your student ID. The password is the last six digits of your passport number.

If you cannot log in the system, please contact the International Student Centre directly.

Contact Information

Admissions Office of International Student Centre

Email: isc.d@sjtu.edu.cn Tel: 86-21-54743244

International Mobility Office of International Student Centre

Email: isc.exchange@sjtu.edu.cn Tel: 86-21-54744225

3. REGISTRATION

New international students are REQUIRED to complete the registration process at the designated time and venue as stated on the admission notice. It is mandatory to contact in advance if you are unable to register on time. Students who fail to register within two weeks after the registration day without any permission from SJTU will be regarded as giving up the admission from SJTU.

Graduate students please send email to gs.admission@sjtu.edu.cn .

3.1. Online Reservation

Step 1: Please log in the application system <http://apply.sjtu.edu.cn/> from July 1st to August 31st and reserve your specific registration time period.

Step 2: Upload a qualified photo for Student ID Card processing (jpg format, 2.2*2.8cm, 300 pixel, ≤10k).

Step 3: Upload a copy of the information page of your passport for applying bankcard from Bank of China. The bank card will be used for paying tuition fee and receiving living allowance (for scholarship students). Please make sure the passport you uploaded is the one you will use for studying in SJTU.

3.2. Onsite Registration

You need to complete the registration process at China-UK Low Carbon College.

Time: 9:00am-11:30am, 13:30pm-16:30pm, 8th September, 2018

Location: College Lobby, LCC Main Building, Lingang District, Shanghai

You should register with your admission materials, following this list:

- A. The Admission Notice (Original)
- B. The Graduation and Degree Certificate of your previous degree study (Original)
- C. Passport within valid period (Original)

3.3. Contact Information

LCC Teaching Office

Email: fuyilai@sjtu.edu.cn



LCC OPENING CEREMONY

All new students should attend the Entrance Education and LCC Opening Ceremony.

3.4. International Student Orientation

Time: 13:00-14:30, 9th September 2018

Location: Rm.100, Auditorium of Chen Ruiqiu Building, Minhang Campus, Shanghai

3.5. Opening Ceremony

Time: 15th September 2018

Location: No.3, Yinlian Road, Pudong New District, Shanghai

4. TUITION PAYMENT

4.1. Tuition Fee

Program	Tuition Fee	Contact
Environmental Engineering	80,000RMB In Total	Tel: 86-21-57471322
Power Engineering	80,000RMB In Total	Email: fuyilai@sjtu.edu.cn

4.2. Payment Period

June 1st, 2018 - August 15th, 2018

4.3. Payment Methods

Please log in the application system <http://apply.sjtu.edu.cn/> and select one of the payment methods from "Online Payment" and "Bank Transfer". Scholarship students (tuition-free) must pay 3000RMB in advance.

(It also acceptable to pay by cash or bankcard on the registration day, if you are unable to complete the payment within the time limit. But you are strongly advised to make the payment on line in advance to avoid waiting in the line.)

4.4. Notice on scholarship-funded student

The tuitions of special graduate programs are listed below.

For international students admitted in the special graduate programs with TypeA/ B/C/D Scholarships, the scholarship will cover the standard tuition (RMB28,900/Year for master programs), and students will need to pay the remaining fees other than the standard tuition.

4.5. Contact Information

Student Affairs office of International Student Centre

Email: isc.o@sjtu.edu.cn

Tel: 86-21-34203849

5. ACCOMMODATION

5.1. Accommodation Subsidy

The student with scholarship covering accommodation subsidy will receive the accommodation subsidy monthly from SJTU. The subsidy rate is:

Master Student and General Scholar RMB1200/month, the subsidy is offered in 12 months of one year and in compliance with the duration of the scholarship. The rate and duration of the Confucius Institute Scholarship Program are subject to the relevant regulations.

The university provides the initial subsidy covering from Sept. to Jan. of next year in this Oct. (5 months in total). Afterwards, the university provides the subsidy covering from Feb. of next year to June of next year in every December (5 months in total) and the subsidy covering from July to Jan. of next year in every June (7 months in total).

Students living off-campus should register at the International Service Center and fill in the “Registration Form for International Students Living off Campus”. Meanwhile, by the law of PRC, for foreigners who reside or stay in domiciles other than hotels, they Or the persons who accommodate them shall, within 24 hours after the foreigners' arrival, go through the registration formalities with the public security organs in the places of residence. For details, please check "The Notice on the Off-Campus Accommodation for International Student of SJTU”.

5.2. Contact Information

International Service Centre

Minhang Campus: issc_minghang@sjtu.edu.cn Tel: 86-2134203955

Xuhui Campus: issc_xuhui@sjtu.edu.cn Tel: 86-21-62933305

5.3. The Dormitory Building for LCC International Student

Location: No 62 Dorm Building, Lingang Campus, Shanghai Maritime University (SMU)

Facilities: Each room is equipped with a bathroom, an air-conditioner, Internet access, a refrigerator and a closet.

Reception: 24 hours, you can get your key in reception on 8th September, 2018

Energy: SMU provides you with some energy credits for free at the start of each semester. When they are used up, you will be asked to pay the extra. You can charge electricity with your student card at the multi-media charging machine in room B104

of your dorm. Fees for gas and water are payable at reception. If you need help with charging your card, please come to reception.

Water (3 RMB /ton): 5 tons per student per month for free.

Electricity (0.636 RMB /kw): 70 kw per room per month for free.

Gas (2.5 RMB /meter): 8 meters per student per month for free.

Payment: 3000RMB/semester

You should finish your payment at the reception.



5.4. Off-Campus Accommodation in Lingang

- ◆ **Crown Plaza Shanghai Harbor City Hotel**

Address: No.1 South Island, Harbor City, Pudong New Area, Shanghai

- ◆ **Holiday Inn Shanghai Seaside**

Address: No.333 Shijitang Road, Lingang New City, Pudong New Area, Shanghai

- ◆ **Jinjiang Inn (Lingang)**

Address: No.960 Link Lake West Two Road, Nanhui District, Lingang, Shanghai

5.5. Notice on Off-campus Accommodation

- 1) In accordance with the Article 39 of The Exit and Entry Administration Law of the People's Republic of China, where foreigners stay in hotels in China, the hotels shall register their accommodation in accordance with the regulations on the public security administration of the hotel industry, and submit foreigners'

accommodation registration information to the public security organs in the places where the hotels are located. For foreigners who reside or stay in domiciles other than hotels, they or the persons who accommodate them shall, within 24 hours after the foreigners' arrival, go through the registration formalities with the public security organs in the places of residence.

- 2) By the relevant regulations of SJTU, you should come to International Student Service Center (hereinafter referred to as "ISSC") with the student card and the apartment leasing contract with your name as a party of the contract to register your off-campus accommodation information in case that: 1. You currently live off campus without registration in ISSC 2. Your off-campus address was changed 3. You currently live on campus, however, plan to move out. After claiming the Off-Campus Accommodation Registration Form for International Student of SJTU, you should register at the administrative police station of your housing place with the form and other necessary credentials and documents (passport, leasing contract, etc.) in 24 hours or you could assume the legal responsibility. The information about off-campus accommodation registration of SJTU is listed as follows:

Campus	Registration Venue	Office Hours	TEL
Minhang	Room B202-204 , New Admin Buding	8:30-11:30am 13:30-17:00pm Mon.-Fri.	+86-21-34203955
Xuhui	Desk 6, Room 1001, Asian Youth Centre(Tao Li Yuan)	8:30-11:30am 13:30-17:00pm	86-21-62933296
	Student Service Centre	Mon.-Fri.	86-21-62934784-801

6. FOOD

6.1. Places to eat

6.1.1. LCC Canteen (right side, ground floor, LCC Main Building)



Canteen opening hours (To be confirmed)

Breakfast: 6:30-8:30 Lunch: 10:45-12:30 Dinner: 16:30-18:15

Dining Card

Your dining card is your student card. You can save some money on the card in order to buy food at the university canteens. The card can be charged in the following ways:

Download APP “Alipay” to find “Campus Life”. Then click “一卡通” and make the Top-up(充值).

Save money and activate the card in the POS in canteen.



You also could get a dining card to choose to eat in SMU.

6.1.2. SMU Canteen

Hai'xin canteen in North Life Plaza, including A1, A2, A3, A4, A5 (for Muslims)

Hai'qin canteen near the library, including B1, B2, B3

Hai'lian canteen near your dorm, including C1, C2, and C3

The Central Bakery in the North Life Plaza (open every day from 7:00 to 21:00)

Canteen opening hours

Breakfast: 6:30-8:30 Lunch: 10:45-12:30 Dinner: 16:30-18:15

All the canteens except A5 are closed on either Saturday or Sunday. You'll find signs at the entrance of each canteen.

Dining Card

You will get your dining card in Shanghai Maritime University. You can save some money on the card in order to buy food at the university canteens. The card can be charged in the following ways:

Option 1: Charge your card with cash at service centre

Hai'qin canteen (2nd floor) / Hai'lian canteen (1st floor)

Student Card Service Centre, room A301 of library

(open hours: Monday to Saturday)

Option 2: Charge your card with cash at an automatic charging machine:

Hai'xin canteen (1st floor) / Hai'lian canteen (1st floor)

Option 3: Charge your card with your bank card using the multimedia machine on the first floor of each canteen

6.1.3. Restaurants near Lingang Campus

Xiang Li Ren Jia 湘里人家 (Hunan cuisine, spicy)	No.456 Shanlan Rd. Pudong New Area Tel: 021-38223836 浦东新区山兰路456号
HK Café 港式茶餐厅 (Hong Kong cuisine, sweet)	No.458 Shanlan Rd. Pudong New Area Tel: 021-20938619 浦东新区山兰路458号

Korea BBQ 韩国烤肉 (比奇雅韩国披萨炸鸡啤酒)	No.466 Shanlan Rd. Pudong New Area Tel: 021-38223807 浦东新区山兰路466号
Japanese Cuisine 日本料理 (和禄寿司料理)	No.480 Shanlan Rd. Pudong New Area Tel: 021-38223817 浦东新区山兰路480号
Ino Coffee 伊诺咖啡	No.488 Shanlan Rd. Pudong New Area Tel: 021-58282175 浦东新区山兰路488号
Christine 克莉丝汀(泥城店)	No.1813 Nanlu Rd. Pudong New Area Tel: 021-58071911 浦东新区泥城镇南芦公路1813号
Starbucks 星巴克(泥城店)	No.76, Lane 1755, Nanlu Rd. Hongyin Square, Pudong New Area 浦东新区南芦公路1755弄76号鸿音广场(近鸿音路)
KFC 肯德基(泥城店)	Lane 1775 Nanlu Rd. Hongyin Square, Pudong New Area 浦东新区南芦公路1755弄鸿音广场
Xin Xi Jiu Jia 新禧酒家	South Nicheng Rd. Nicheng Town, Pudong New Area Tel: 021-58072693 浦东新区泥城镇泥城路南侧(近南芦公路)

6.2. Gym

Option1: LCC Gym(Ground Floor of LCC Main Building)

Option2: Jianqiao Dream Factory Gym(建桥梦工厂健身房) with swimming pool

6.3. Hospital

Shanghai Six People's Hospital(上海市第六人民医院)

7. SHOPPING

7.1. Star Street 港城新天地 (Shopping Centre)

Address: Lane 225, Moli Road, Nanhui New Town, Pudong, Shanghai

上海市浦东新区南汇新城镇茉莉路 225 弄(方竹路与茉莉路交叉口西北 100 米)

*Cinema: SFC International Cinema (Floor 2)



7.2. SUPERMARKET

NGS Supermarket 农工商超市（南汇新城店）

Add: No.580 Guzong Rd. Nanhui New Town, Pudong, Shanghai

上海市南汇新城镇古棕路 580 号

Darunfa Supermarket 大润发（泥城店）

Add: No.1757 Nanlu Road, Lingang, Pudong, Shanghai

上海市浦东新区临港新城南芦公路 1757 号

Lianhua Supermarket 联华超市

Add: No.1350 Ganlan Rd. Pudong New Area (600m from Lingang campus)

上海市浦东新区南汇新城橄榄路 1350 号

Family Mart 全家便利店 (24 hours)

Add: No. 141-1, Lane 699, Hucheng Ring Rd. (1km from Lingang campus)

沪城环路 699 弄 141-1 号

LAWSON 罗森便利店

Add: No.1111 Hucheng Ring Rd. (600m from Lingang campus)

南汇新城沪城环路 1111 号

8. TRANSPORT

8.1. METRO

Metro is **the fastest and the most efficient way** to travel across the city. There are now 16 lines in Shanghai and covers nearly the entire city. The train interval is 3-15 minutes depending on the line. Lines that run around Central Shanghai runs on 2-5 minutes interval.

The minimum fare for each train ride is 3 RMB. Tickets cost around 3-10 RMB based on the distance you travel. You can either buy a single journey ticket at the automated

machines or use the transportation card we offer. **The transportation cards are valid for the Metro, buses and taxis.**

Signs and maps are clear and in English, making the metro system easy to navigate. However, try to avoid taking transportation during **rush hours of 7:30-10:00am and 5:00-7:30pm** in weekdays.

An interactive metro map and iPhone application can be found at: <http://www.exploreshanghai.com/metro/>

- ◆ Metro Stations closest to Lingang campus:

Ganlan Road Shuihua Road on Longgang express, transfer to Line 16

龙港快线：橄榄路水华路站 换成地铁 16 号线

- ◆ Metro Station closest to Minhang campus:

Dong Chuan Road Station or Jian Chuan Road Station on Line 5

地铁五号线：东川路 or 剑川路

- ◆ Metro Station closest to Xuhui campus:

Xujiahui Station on line 1 or Jiao Tong University Station on Line 9

地铁一号线：徐家汇站 or 地铁九号线：交通大学站



APP-for metro



Shared bicycle



Shanghai Metro

Paid through alipay or WeChat



(See clear version at <http://en.sjtu.edu.cn/about-sjtu/life-sjtu/useful-traffic-information/>)






8.2. TAXI

Taxi is the fastest means of transportation, traffic permitting. Finding a taxi on the busy streets of the city is easy in most cases. However, during the rush hours finding one could be difficult, in which case you may want to take the metro.

Although most of the drivers are familiar with the city, being as specific as possible with directions will speed up your journey and make it cheaper. Normally, quoting the street name of the intersecting street would be preferred. Tipping is not expected. Cash and transportation card are the only means for payment. When giving the address of your destination, it would be better if it is in Chinese as most drivers can speak very little English.

Receipt: Upon leaving, ask for a receipt (发票 fā1 piāo1), which shows the taxi number and the company's telephone number. It is very useful if you leave something behind in the cab or you have a complaint.

Common Taxi Reservation Hotlines

<p>Dazhong Taxi Company(大众) Cyan-colored taxis: Tel: 96822</p> 	<p>Minhang Taxi Company(闵行) Orange-colored taxis Tel: 6435 6600 (Cheap but only operating in Minhang)</p> 
<p>Haibo Taxi Company(海博) Blue-colored taxis Tel: 96933</p> 	<p>Jinjiang Taxi Company(锦江) White-colored taxis Tel: 96961</p> 
<p>Qiangsheng Taxi Company(强生) Yellow-colored taxis & Green-colored taxis Tel: 6258 0000</p> 	

8.3. AIRPLANE

Airport	From Lingang Campus	From Minhang Campus	From Xuhui Campus
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<p>SHA (虹桥国际机场) Shanghai Hongqiao International Airport</p> 	<p>By Taxi: Around 300 RMB through highway (around 1.5 hours during off-peak time)</p> <p>By metro: not recommended</p> <p>By bus: not recommended</p>	<p>By taxi: Around 100 RMB through highway (40 minutes during off-peak time)</p> <p>By metro (1.5 hours): Line 5: Dong Chuan Road to Xin Zhuang Line 1: Xin Zhuang to Shanghai South Railway Station Line 3: Shanghai South Railway Station to Hong Qiao Road Line 10: Hong Qiao Road to Hong Qiao International Airport</p>	<p>By taxi: Around 40 RMB, 20 minutes</p> <p>By metro (45min): Line 10: Jiao Tong University to Hong Qiao International Airport</p> <p>By bus: not recommended</p>
<p>PVG (浦东国际机场) Shanghai Pudong International Airport</p> 	<p>By Taxi: Around 100 RMB through highway (40 minutes during off-peak time)</p> <p>By metro (2.5 hours): not recommended.</p> <p>By bus: not recommended</p>	<p>By taxi: Around 160 RMB through highway (50 minutes)</p> <p>By metro (2.5 hours): Line 5: Dong Chuan Road to Xin Zhuang Line 1: Xin Zhuang to People's Square Line 2: People's Square to Pudong International Airport (or stop at Long Yang Road and change to Maglev and save half of an hour)</p>	<p>By taxi: Around 160 RMB, 50 minutes</p> <p>By metro (2.5h): Line 10: Jiao Tong University to East Nanjing Road Line 2: East Nanjing Road to Pudong International Airport (or stop at Long Yang Road and change to Maglev and save half of an hour)</p>

		By bus: not recommended	By bus: not recommended
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8.4. TRAIN

- ◆ Shanghai Railway Station (SRS) 上海站
No.303 Moling Rd, Zhaibei Area, Shanghai 上海市闸北区秣陵路 303 号
- ◆ Shanghai South Railway Station (SSRS) 上海南站
No.9001 Humin Rd, Xuhui Area, Shanghai 上海市徐汇区沪闵路 9001 号
- ◆ Shanghai Hongqiao Railway Station (SHRS) 上海虹桥火车站
No.1500 Shengui Rd, Minhang Area, Shanghai 上海市闵行区申贵路 1500 号

CAUTION: Pay attention to the DEPARTURE RAILWAY STATION when purchasing a ticket.

From Lingang Campus to SRS/SSRS/SHRS :	• By taxi: Around 1.5 hours for 300RMB
From Minhang Campus to SRS:	• Metro 5 to Xinzhuang, transfer to Line 1, Shanghai Railway Station • To SRS by taxi: Around 100 RMB
From Minhang Campus to SSRS:	• Metro 5 to Xinzhuang, transfer to Line 1, South Shanghai Railway Station • To SSRS by taxi: Around 70 RMB
From Minhang Campus to SHRS:	• Metro 5 Xinzhuang, transfer to Line 1, South Shanghai Railway Station, transfer to

	Line 3 Hongqiao Road, transfer to Line 10 Shanghai Hong Qiao Railway Station • To SHRS by bus: Take Hongqiao Shuniu line 4 (虹桥枢纽 4 号), get off at Hongqiao Railway Station (around 1 hour)
From Xuhui Campus to SRS:	• Line 1, Shanghai Railway Station
From Xuhui Campus to SSRS:	• Line 1, South Shanghai Railway Station
From Xuhui Campus to SHRS:	• Line 10, Shanghai Hongqiao Railway Station

Tips:

- Tel of Booking Centre: 800-820-7890
- Tel of Service Centre: 021-6317-9090
- If you take the high-speed trains (高铁 gao1 tie3), SHRS will be the only departure station!

8.5. BUS

There are over 1,000 bus routes, covering every corner of Shanghai. In general, they are:

- ◆ Crowded in rush hours
- ◆ Cheap (RMB 2-6) but time - consuming
- ◆ Routes' name only in Chinese
- ◆ To figure out the bus routes, please go to: <http://msittig.wubi.org/bus/>



9. HEALTH INSURANCE

9.1. Notice on the Insurance purchase (For Non-Scholarship-Funded Student)

Dear International Student:

Hello! The relevant regulations by the Ministry of Education of People's Republic of China and the Management Regulations for International Student of SJTU require that:

- 1) All international students of SJTU with study duration over 6 months should purchase the Group Comprehensive Insurance in Mainland China (Excluding the student with scholarship covering Group Comprehensive Insurance).

- 2) For the students with study duration less than 6months: If already insured in the home state, you are required to prepare the Original insurance document which should cover your entire study period in SJTU and its photocopy to be verified by the International Student Service Centre (ISSC) of SJTU on the registration date (Or within one week after the registration); If not insured in the home state yet, you should still purchase the Group Comprehensive Insurance in Mainland China.
- 3) The student with scholarship covering the Group Comprehensive Insurance doesn't need to purchase the insurance by self, which will be afforded and purchased by the University or some certain institute after the official registration.
- 4) The insurance contract or certificate is necessary document for registration of every semester.
- 5) By the regulations, the student without valid Group Comprehensive Insurance or the student who doesn't submit the valid insurance document to the ISSC will NOT be allowed to register in a new semester.

9.1.1. Introduction of the Group Comprehensive Insurance

- 1) The name of the Group Comprehensive Insurance: Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.
- 2) The premium of the Group Comprehensive Insurance: RMB800/one year, RMB400/half year
- 3) Please log in www.lxbx.net to look up and download the detailed information on the Group Comprehensive Insurance such like the articles, insurance liabilities, insurance claims etc.

9.1.2. Introductions of Purchase

- 1) Please log on www.lxbx.net and purchase the insurance through the on line payment from Aug. 20th to Sep. 6th, 2018.
- 2) You are required to download and print the insurance information including service number after the payment and submit on the registration day.
- 3) If your insurance record is not found in the system when you login or you fail to complete the purchase before the registration, you may purchase the insurance on the registration date in the International Student Service Centre (See location and contacts in Part III). It could cost you long time on the registration date.

9.1.3. Contacts

For more detailed information on the insurance, please visit the website www.lxbx.net or call 24-hour hotline 400-810-5119 (press 1). You also could contact International Student Service Centre, SJTU to consult with more issues of insurance purchase. (The office time in vacation is subject to further notice)

Xuhui Campus: issc_xuhui@sjtu.edu.cn, 021-62933305 (8:30am-17:00pm, Mon.- Fri., office hours in vacations subject to further notice)

Minhang Campus: issc_minhang@sjtu.edu.cn, 021-34203955 (8:30am-17:00pm, Mon.- Fri., office hours in vacations subject to further notice)

9.1.4. Insurance Claim

Please dial 4008105119-1 (24-hour, bilingual) as soon as possible in case of any health problems and emergencies to consult issues regarding with the medical treatment, advance payment for hospitalization, insurance claim and so on. You also could login www.lxbx.net to download the relevant documents.

9.1.5. Insurance Premium

Insurance Liabilities	Insurance Amount (RMB)	Age 6-69 (International Student) Insurance Premium (RMB per year per person)
Liability for Death + Accidental Disability	100000	800
Medical Treatment for Accidental Injury	20000	
Medical Treatment for Outpatient and Emergency (With the daily limit of RMB600, beyond the start to pay limit of RMB650, the insured can cover 85% of reimbursement)	20000	
Hospitalization Medical Treatment	400000	

9.1.6. Purchase Procedures

- 1) Visit the website www.lxbx.net, click on the icon (Student check payment) and log in with “Passport Number” (Capitalize letters and delete non-characters, no space).
- 2) Select and verify your information.

- 3) Select preferred insured duration and fee: one year, RMB800. (Half year is only for the non-degree student with study period less than 6 months)
- 4) Follow the on line instructions and complete the payment.

Please be aware that:

- 1) To complete the payment, you should have at least one of those bank cards with such signs as Union Pay, Master, Visa, JCB, or American Express and make sure that the bank card can be used for on-line payment.
- 2) If you use international credit cards to complete the payment, additional fees will be charged by the banks as commission fee. Therefore, we suggest that you pay the insurance premium by those bank cards with the sign of Union Pay to avoid the additional fees charged by the banks.
- 3) You are suggested use Internet Explorer (IE) for the on line payment. In case of errors, it is advised to refresh the page or try another browser.
- 4) The insurance program becomes valid in two weeks after the successful payment and then you can log in the system and check the serial number of your insurance program contract.

9.2. Notice on the Insurance purchase (For Scholarship-Funded Student)

Dear international student with scholarship:

Hello! The group comprehensive insurance will be purchased for you by SJTU or some other institution after you officially register and you don't need to pay for the insurance. All kinds of scholarships cover the insurance fee (Except for the Freshman Scholarship for Undergraduate). Some information and suggestions regarding with insurance are listed as follows:

9.2.1. Introduction of the Group Comprehensive Insurance

- 1) The name of the group comprehensive insurance: Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.
- 2) The premium of the group comprehensive insurance: RMB800/one year, 400/half year (Covered by your scholarship)
- 3) Please log in www.lxbx.net to look up and download the detailed information on the group comprehensive insurance such like the articles, insurance liabilities, insurance claims etc.

9.2.2. Insurance Claim

Please dial 4008105119-1 (24-hour, bilingual) as soon as possible in case of any health problems and emergencies to consult issues regarding with the medical treatment, advance payment for hospitalization, insurance claim and so on. You also could login www.lxbx.net to download the relevant documents.

9.2.3. Contacts

For more detailed information on the insurance, please visit the website www.lxbx.net or call 24-hour hotline 400-810-5119 (press 1). You also could contact International Student Service Centre, SJTU to consult with more issues of insurance purchase. (The office time in vacation is subject to further notice) Xuhui Campus: issc_xuhui@sjtu.edu

9.3. The Importance Involving Insurance for International Students

- 1) The name of the Group Comprehensive Insurance: Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd.

Student with Scholarship (Excluding Freshman Scholarship for Undergraduate):
The group comprehensive insurance will be purchased for you by SJTU or some other institution after official registration and students don't need to pay for the insurance.

Student without Scholarship: the student with study duration over 6 months should purchase the group comprehensive insurance in Mainland China, or will NOT be allowed to register in a new semester; the students with study duration less than 6 months are required to prepare the Original insurance document which should cover your entire study period in SJTU and its photocopy to be verified by the International Student Service Centre (ISSC) of SJTU on the registration date (Or within one week after the registration), or should also purchase the group comprehensive insurance in Mainland China

- 2) Please log in www.lxbx.net to look up and download the detailed information on the Group Comprehensive Insurance such like the articles, insurance liabilities, insurance claims etc.
- 3) Please dial 4008105119-1 (24-hour, bilingual) as soon as possible in case of any health problems and emergencies to consult issues regarding with the medical treatment, advance payment for hospitalization, insurance claim and so on. You also could login www.lxbx.net to download the relevant documents.
- 4) You can get the insurance service card at International Student Service Centre.

10. VISA AFFAIRS

10.1. Visa Application

- ◆ Normally, you can apply for visa only after registration.
- ◆ You may apply for X1 and X2 visa to the local Chinese Embassy or Consulate, and enter into China within one week before the day of registration. Documentation required for Student Visa(X1 or X2 visa) application at Chinese embassies and consulates:
 - A. Passport
 - B. Admission Notice
 - C. Foreign Student Visa Application Form JW201 or JW202
Do make sure that your letter of admission and JW202/Jw201 form are handed back to you together with your passport after obtaining your Chinese visa.
- ◆ An international student with an X1 visa shall apply for a residence permit within 30 days after entry into China. Those who fail to make the application and continue to stay with expired visas are treated as illegal stay and will be imposed the penalty prescribed by the law. The documents required for the application of residence permit are as follows:
 - D. Passport
 - E. Admission of Notice
 - F. Registration Form of Temporary Residence
 - G. Passport Photo
 - H. Certificate of Verification of Physical Examination Record for Personnel(See Section Physical Examination) (the certificate is not required if you currently holds the Residence Permit or the Previous Residence Permit expired less than three months)
 - I. Proof of Funds(You may need to provide original bank statements showing your ability to fund your studies)

10.2. Physical Examination

According to Chinese laws and regulations related to international travelers, incoming international students must take physical examination at a designated agency in China. (Or traveler's own physical report must be examined and verified)

International students who have enrolled in Shanghai Jiao Tong University must take physical examination at certain time and place designated by International Student Centre. Students who miss the physical examination organized by school should take it by themselves.

Online reservation: <http://sithc.shciq.gov.cn/>

Agency Address: 15 Jinbang Rd., Shanghai

Required Documents and Fees for the Physical Examination

- A. Passport, original and photocopy
- B. Admission Notice, original and photocopy
- C. Four Passport-sized photos
- D. Fees: 600 RMB
- E. Besides, students who need verification of their own physical examination document must submit: All original copies of your own physical examination report (hospital sealed) (Physical Examination Record for Foreigner, blood test report, etc.)

Notice

You may schedule a health screening by yourself on <http://sithc.shciq.gov.cn/sithcen/> if you come to China so early; or if you may undergo the university-wide health screening arranged by SJTU within ten days from the beginning of the semester on the condition that your visa validity is more than one month from the date of registration.

10.3. Miscellaneous

- 1) Students visa are only available for international students who have been enrolled by SJTU. If you arrive in SJTU prior to the designated without having applied for any short-term study program, no student visa will be available. Please note the validity period of your visa and do not enter China in advance, lest your legal stay in China be compromised.
- 2) The validity of visa or residence permit for an international student will not exceed the period of his/her study.
- 3) International students holding visas or residence permits issued by other universities or colleges in China, need to provide the certificates of study completion or transfer issued by the former universities or colleges.
- 4) The validity period of visa or residence permit extension is also limited by the study period for which the insurance and tuition are already paid.

- 5) International students should leave China before the visa or residence permit expires after completing their study. The stay after the visa or residence permit expires is illegal.
- 6) If any newly admitted student, whose visa or residence permit has expired or will expire in too short a time to process any application of extension, he/she will not be accepted for entrance and should first go to the Exit-Entry Administration Bureau of Shanghai Public Security Bureau.
- 7) When an international student finds out that his/her passport is lost, he/she must go through the following procedures:
 - Report to the nearby police station where you lose your passport with your valid documentation, and obtain the Confirmation of Reporting the Loss of Passport;
 - Obtain the Police Report for A Lost Passport from the Exit-Entry Administration Bureau of Shanghai Public Security Bureau with the confirmation issued by the police station;
 - Apply for a new passport in your government embassies and consulates in China with the Police Report for A Lost Passport;
 - Register at the SJTU Service Centre for Exit-Entry Administration within ten days of obtaining new passport, and then apply a new visa or Residence Permit at the Exit- Entry Administration Bureau of Shanghai Public Security Bureau. Please note that you must go back to the police station to renew your Registration Form of Temporary Residence.
- 8) If an international student plans to renew or replace the passport in the Embassy of his/her home country in China, he/she shall apply to the Embassy 2 months prior to the expiration of the validity period of residence permit. When the new passport is issued, the student shall apply for the alteration of residence permit within 10 days after the issuance of the new passport.

If a new passport is issued to an international student in his/her own country, and he/she enters into China with the new passport and the still valid residence permit on the old passport, he/she shall go through the formalities for alteration of residence permit within 10 days after the entry.
- 9) Visa policies may change according to the law. The university process all residence affairs following the official notice from the Exit- Entry Administration Bureau of Shanghai Public Security Bureau.

If you have any question about your passport and visa, do not hesitate to ask the staff in the SJTU Service Centre for Exit-Entry Administration. We would like to provide

information and necessary assistance. It is suggested that you leave your latest contact to International Student Centre, so that you can be notified of important messages if necessary.

Contact Information:

Service Centre for Exit-Entry Administration

Email: visa_is@sjtu.edu.cn

Tel: 86-21-62933818 (Xuhui Campus)

86-21-34206748(Minhang Campus)

11. SCHOLARSHIP STUDENT ISSUES

11.1. The Regulations of Registration and Issue of Living Subsidies for International Scholarship Students

In order to regulate the issuance of scholarship, international scholarship students are required to register at the beginning of each semester and every month from September, 2015; the scholarships mentioned above refer to all types of scholarships. Details are as followed:

11.1.1. Regulations of Registrations

A. Semester Signing: Scholarship students are required to sign within 5 working days from the registration day, please bring student card to International Student Centre.

Semester Registration Day:

Xuhui Campus: Room 1001, Tao Li Yuan;

Minhang Campus: F1 Hall, New-Admin Building

Non-registration Day:

Xuhui Campus: General Office 208

Minhang Campus: Student Affairs Office (Room 807, New-Admin BLD-B)

B. Monthly Signing: From the second month after semester s signing, it is required for scholarship students to go to the college and sign monthly (normally from 10th to 15th each month, within 5 working days only, not including weekends).

C. Regulations of Particular Cases:

1) In principle, those who miss the deadline of registration, it is not allowed to make up for registering later, and the scholarship will be suspended.

2) Semester Signing:

- i. Those who can NOT register on time because of illness, it is required to inform of the college, submit a certificate from the hospital and an explanation letter approved and signed by college and professor; ISC will review all the documents collected by the college.
- ii. Those who can NOT register on time because of irresistible reasons (e.g.visa), it is required to inform of the college, submit an explanation letter; before 10th, July, the college submit all the documents to ISC for reviewing.

Except these two situations mentioned above, no other special case is acceptable by ISC (because of personal reasons, flight tickets etc.), after receiving the documents ISC releases the result to the college within 10 working days, students can get result from the college

- 3) Monthly Signing: Those who can NOT sign on time monthly, it is required to report and submit related documents to the college, after verifying the college sign instead of student before the deadline of registration.

11.1.2. Regulations of Distribution

Time of Distribution

Months	Dates
January and February: will be granted together	Before 10th, January
March and April: will be granted together after Semester Signing	Before 20th, March
May and June: will be granted monthly	Before 10th of Each Month
July and August: will be granted together	Before 10th, July
September and October: will be granted together after Semester's Signing	Before 30th, September
November and December: will be granted monthly	Before 10th of Each Month

Notes

- A. If scholarship students break the disciplines of university, the scholarship is suspended or canceled depending on the punishment level (implemented from the next month of the school's issuance date), as follows:
- 1) Warning: scholarship is suspended for three months
 - 2) Serious Warning: scholarship is suspended for six months
 - 3) Record a Demerit: scholarship is stopped one year
 - 4) Detention: scholarship is canceled
 - 5) Expulsion: scholarship is canceled
- B. All the international scholarship students should obey International Student Accommodation Regulatory Rules of Shanghai Jiao Tong University and other related regulations of accommodation subsidies for the international scholarship students. The living subsidies of those who live in the dormitories but refuse to pay accommodation fee will be withheld for the deduction of the accommodation fee.
- C. Standard of accommodation subsidy: SJTU will add extra subsidy on the basis of the standard of appropriation for Chinese Government Scholarship (Master Student and General Scholar RMB700/month,). New standard of accommodation subsidy is: Master Student and General Scholar RMB1200 /month, Confucius College Scholarship student RMB1 000/month. The subsidy is offered in 12 months. Subsidy will be distributed one year and in compliance with the duration of the scholarship.
Time of distribution: SJTU provides the part of the subsidy covering from July to Jan. of next year in every July (7 months in total) and the rest of subsidy covering from Feb. of next year to June of next year in every December (5 months in total).
- D. Those who suspend, quit or graduate study in advance, it is required to return the rest of accommodation subsidies to the university, accommodation subsidies are suspended during the study suspension.
- E. Those who have doubts about scholarship distribution (living, accommodation etc.), could contact with ISC within two weeks after the scholarship was deposited, there's acceptance of any application of checking and making up later.
- F. All rights reserved by International Student Center.

11.2. The Schedule of Signing from September, 2018 to June, 2019

Signing	Time	Place	Scholarship for
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Autumn Semester's Signing,2018-2019	10 th -14 th September, 2018	Refer to Semester Registration Regulation 10.1	September &October, 2018
October,2018,Signing Monthly	10 th -16 th , October, 2018	College	November,2018
November,2018,Signing Monthly	12 th -16 th , November, 2018	College	December,2018
Decemeber,2018,Signing Monthly	10 th -14 th , December, 2018	College	January& February,2019
Spring, Semester's Signing,2018-2019	25 th February- 1st, March, 2019	Refer to Semester Registration Regulation 10.1	March&April,2019
Arpril,2019,Signing Monthly	10 th - 16 th ,April,2019	College	May,2019
May,2019,Signing Monthly	10 th - 16 th ,May,2019	College	June,2019
June,2019,Signing Monthly	10 th - 14 th ,June ,2019	College	July&August,2019

12. BANKING

12.1. Foreign Currency Exchange

Bank cards issued by many international financial institutions can be used at ATMs in China. The most widely acceptable ones are VISA and MasterCard. Some others, such as American Express, Diners, Discovery, and JCB are also acceptable to a smaller number of ATMs. Therefore, we suggest you take VISA or MasterCard to China.

However, the majority of cards issued by foreign banks cannot be used to withdraw cash over the counter at Chinese banks. If you need a large amount of cash, you have to go to the head office of the Bank of China downtown.

You can exchange a certain amount of RMB as the first few days of daily expenses when arriving at the airport. Carrying a large amount of RMB poses a hidden risk to your safety and lots of bank outlets in Shanghai offer foreign currency exchange service.

12.2. Local Banks in Lingang



Building No. 4, 99 Huanhu West Road,
Lingang
Tel: 68280198



99 Huanhu West Road, Lingang
Tel: 38072022, 38072033



9 Shuntong Road, Lingang
Tel: 68281696



99 Huanhu West Road, Lingang
Tel: 68283553



99 Huanhu West Road, Lingang
Tel: 68283174



28 Yugang Road, Luchao Port
Tel: 58282277

13. SIM Card Purchase in Mainland China

Having a local mobile phone number in China can prove very convenient. To communicate with your Chinese friends or any other friend in china is actually very simple when you have local SIM card. If you are stuck in traffic you can call and tell someone you are late. If you have a taxi driver who doesn't understand you, you can put him on the phone with a Chinese friend, a teacher or the school administration office. People can also reach you from overseas and in a pinch you can use the phone to ring overseas (long distance calling cards are the cheap way to call overseas) depending on your needs and the company you use, you will have many choices to get a local SIM card. This article presents the different SIM cards you can use during your stay in our school, and in China.

13.1. China Mobile

There are many companies in China, but we highly recommend you use *China Mobile* which is the largest carrier with the widest network coverage.

13.2. China mobile call rates

The charge of your call varies, based on the different SIM cards and the region you call from. Basically, the local call is about 0.2 RMB per minute.

Although the call fees are quite similar, each different package provides its own services. The package is determined at the time you purchase your SIM card.

13.3. Call overseas from china

When you get your local SIM card, you need to subscribe first from your network provider before you can call back home directly from your new SIM card. But this way turns to be very expensive. The cheapest way to call back home is to use an IP card and a landline. You can also use your IP card on your mobile with any local SIM card. An IP card costs about 20 to 25 RMB according to the shortage in the place you buy it, and every IP card has a credit of RMB100. Currently, the IP phone service has covered the whole country, providing international service between China and over 200 countries and regions. There will be instructions on each IP card to tell you how to make a call. You can also use IC card to make long distance calls. It works almost like IP cards but the rate for calls are usually much higher.

14. ABOUT SJTU

SJTU official website: <http://en.sjtu.edu.cn>

14.1. Three Main Campus

Lingang Campus	Minhang Campus	Xuhui Campus
No.3 Yinlian Road, Lingang	800 Dongchuan Road, Minhang District, Shanghai 200240	1954 Huashan Road, Xuhui District, Shanghai 200030
上海市浦东新区银莲路 3 号	上海市闵行区东川路 800 号	上海市华山路 1954 号
http://lcc.sjtu.edu.cn/	http://en.sjtu.edu.cn/about-sjtu/life-sjtu/campus-maps/	http://en.sjtu.edu.cn/about-sjtu/life-sjtu/campus-maps/

15. TOP ATTRACTIONS IN SHANGHAI

Shanghai located in the east of Yangtze River Delta, and you can go to near cities or towns easily by High-Speed Rail Train. Yangtze River Delta is the most important region of the economic map of China and it is also the represent of Jiang Nan, a special geographic term of climb and culture. Now, the following is the suggestions about where you can spend your weekend.



The Bund & Huangpu River 外滩&黄浦江

Huangpu River is not only the mother river of Shanghai, which divides the city into east and west parts, but also assembles the splendid attractions of the city. Situated on the east bank of the Huangpu River, the Bund is the symbol of Shanghai. New finance and commercial houses as well as grand buildings built in 1930s in the European architectural styles cluster along the Bund. At night bright lights add to the happy atmosphere as people stroll along the wide riverside promenade.



Yuyuan Garden 豫园

Yuyuan Garden is the largest of Shanghai's ancient gardens with Ming and Qing architectural styles. The garden has six areas, each with its own style. The Grand Rockery, in the Centre of the Garden, is the most renowned sight. Near the garden, there is the City God Temple, where various of local snack shops and streets are scattered around.



Nanjing Road 南京路步行街

Nanjing Road is considered to be the 'No. 1 commercial street in China', which has been a landmark for this city for a long time. Along its 5.5 kilometers, you will find over 600 shops that on average are visited by some 1.7 million people each day. Here, you could purchase everything wanted, spanning from special and cheap souvenirs to the luxurious world-famous brands.



Xin Tian Di 新天地

Enjoy a cup of tea at Shanghai Xin Tian Di. It is a fashionable pedestrian street composed of Shikumen, an old typical Shanghai housing style, and modern architecture. It retains the ancient walls and ties as if the good old time has never gone.

Similar attraction: Tian Zi Fang



Shanghai Museum 上海博物馆

Located in the Centre of Shanghai in People's Square, Shanghai Museum is a large museum of ancient Chinese art. Its style and presentation surround visitors with artifacts demonstrating ancient wisdom and philosophy. The exterior

design of the round dome and the square base symbolizes the ancient idea of a round heaven and a square land.



Oriental Pearl TV Tower 东方明珠电视塔

The Oriental Pearl TV Tower is located in Pudong Park in Lujiazui, Shanghai. The tower, surrounded by the Yangpu Bridge in the northeast and the Nanpu Bridge in the southwest, creates a picture of 'twin dragons playing with pearls'. The entire scene is a photographic jewel that excites the imagination and attracts thousands of visitors year-round.



Zhujiajiao Ancient Town 朱家角古镇

Shanghai's Venice Located in a suburb of Shanghai city, Zhujiajiao is an ancient water town well-known throughout the country, with a history of more than 1700 years. Covering an area of 47 square kilometers, the little fan-shaped town glimmers like a bright pearl in the landscape of lakes and mountains.

Shopping Centres



Nanjing Rd 南京路步行街



Xu Jia Hui 徐家汇



Zhengda Plaza 正大广场

16. CITIES NEARBY



Hang Zhou 杭州

“Compare West Lake to the beautiful ancient woman Xi Shi: She looks just as becoming Lightly made up or richly adored. “If you want to experience the feeling of the greatest poets and writer in Song dynasty, Su Dongpo, you cannot miss Hang Zhou.



Su Zhou 苏州

If you visit China Part in The Metropolitan Museum or The British Museum, you will always find a traditional Chinese garden. Actually, they only can be seen in Jiang Nan. Now Su Zhou has the best preserved Yuan Lin (Chinese Traditional Garden) from Ming Dynasty (600 years ago), and you may want to see them by yourself.



Nan Jing 南京

Nan Jing is the capital of six different dynasties of China and it has a long history of its own. Meanwhile, Sun Yet Sen's Tomb is in Nan Jing. Confucius Temple is also a famous traditional night market.



Wu Zhen, Zhou Zhuang 乌镇, 周庄

Despite that they are in different provinces they are both the extraordinary represent of Traditional Jiang Nan Water Town. If you want to feel the atmosphere of Jiang Nan Life, you should visit one of them. In addition, Wu Zhen is also the great Chinese writer Mao Dun's hometown.



Mo Gan Mountain 莫干山

Names after two legendary sword makers in ancient China, Mo Gan Mountain has its own history. Now Mo Gan Mountain has become one of the most famous summer resort all over the world. Tens of thousands of visitors all over the world come here for their own summer vacation.



Yang Zhou 扬州

Yangzhou is located on a plain north of the Yangtze River. The Grand Canal of China, also known as the Jinghang Canal, crosses the prefecture-level from the north to the south; its modern route passes through the eastern outskirts of Yangzhou's main urban area, while its old route runs through the city Centre.

17. USEFUL APPS

USEFUL APPS ON YOUR PHONES

Instant Messaging



QQ



Wechat

(Highly Recommended !)



Transportation



Shanghai Metro
metro大都会
(need alipay)



ofo
shared bicycle
(highly recommended)
(need alipay or wechat)



Shanghai Metro
(highly recommended)

"Take Out" Food

E Le Me (饿了么): ele.me



Meituan Waimai (美团外卖): waimai.meituan.com



Paying

You can pay by cash or credit card. But alipay is more convenient and user-friendly. You can also use WeChat to make payment. If you want to register in alipay, feel free to come to the iso office and we will help you.



18. USEFUL WEBSITES

- ◆ Campus Map
http://3dcampus.sjtu.edu.cn/en/index_EN.htm
- ◆ SJTU Library
<http://www.lib.sjtu.edu.cn/index.php?m=content&c=index&lang=en>
- ◆ SJTU Email (Also known as “Jaccount”)
Log in with your Jaccount name and password
<https://mail.sjtu.edu.cn>
- ◆ Official Shanghai and China Travel Website
Travel Tips/Highlights/Events/E-magazines
<http://www.meet-in-shanghai.net/>
- ◆ Shanghai Daily Online Shanghai news
<http://live.shanghaidaily.com>
- ◆ Shanghai Expat
A good online expats community providing recommendations for nice restaurants, bars and social events.
<http://www.shanghaiexpat.com>
- ◆ Shanghai Metro
<http://www.shmetro.com/EnglishPage/EnglishPage.jsp>
- ◆ CTRIP
For hotels, flight/train tickets and guided tours
<http://english.ctrip.com>
- ◆ Shanghai Oriental Art Centre
For concerts, musicals, shows and art displays
<http://en.shoac.com.cn/>
- ◆ Shanghai Concert Hall
For concerts, musicals and shows
<http://www.shanghaiconcerthall.org/index.asp?>
- ◆ Online Entertainment Ticket-booking

For tickets booking

<http://www.tickets.com.cn/en/>

- ◆ Shanghai Travel Guide

Attractions/Transportation/Weather/Maps/Shopping/Travel Tips

<http://www.travelchinaguide.com/cityguides/shanghai.htm>

- ◆ Youku

For online video

<http://www.youku.com>

- ◆ Xiecheng

For flight tickets and hotels

<http://www.ctrip.com>

- ◆ For sport broadcasting events

<http://www.zhibo8.com>

19. CONTACT US

Graduate School, International Affairs Office			
Responsibility	Telephone	Address	Email
Admission for graduate students, scholarship issues, exchange programmes	86-21-34208238	Chen-Ruiqiu Bldg. 331	gs.admission@sjtu.edu.cn
International Services Centre			
Responsibility	Telephone	Address	Email
Minhang Affairs (Activities, Housing, Insurance)	86-21-34203955	New Admin. Bldg. B204	
Xuhui Affairs (Activities, Housing, Insurance, etc.)	86-21-62933305		
Service Center for Exit-Entry Administration			

Responsibility	Telephone	Address	Email
VISA-related affairs for international students	+86-21-34206748 +86-21-62933818	New Admin. Bldg. B200 General Office Bldg.209	cgkvisa@sjtu.edu.cn visa_is@sjtu.edu.cn
LCC Teaching Affairs Office			
Officer	Telephone	Address	Email
Fu Yilai	86-21-54741321	Room 427, LCC Main Building	fuyilai@sjtu.edu.cn
LCC Student Affairs Office			
Officer	Telephone	Address	Email
Zhang Ying	86-54741321-802	Room 427, LCC Main Building	azure@sjtu.edu.cn

Useful Tel Number:

Department	Tel.	Department	Tel.
China-UK Low Carbon College	tba	Industrial and Commercial Bank of China	95588
Fire	119	Bank of China	95566
Ambulance	120	Bank of Communications	95559
Police	110	China Construction Bank	95533
Telephone Number Inquiry	114	Pu Dong Int. Airport	96990
Exit-Entry Administration Bureau	28951900	CMCC	10086
Weather Forecast	121	KFC	4008-823-823
Qiangsheng Taxi Company	62580000	McDonald's	4008-517-517
Dazhong Taxi Company	96822		