

RBS

Exchange Program

Handbook for International Students



中國人民大學
RENMIN UNIVERSITY OF CHINA

商学院
SCHOOL OF BUSINESS



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北京

Beijing

Classic and Modern

The political, economic and cultural center of China

Amazing legacy of Chinese history and culture



Why RBS?

RUC – Renmin University of China

- The first university established by the People's Republic of China;
- **26** schools, **14** inter-disciplinary research centers;
- Nine disciplines rank **No.1** nationwide, including Applied Economics, Theoretical Economics, Law, Journalism and Communication;
- Academic exchange partnership with **236** universities from **57** countries and regions in the world;
- Contributed to one-seventh of national academic achievements in social sciences and humanity research in the last 20 years.

RUC official website: <http://www.ruc.edu.cn/>

RBS - School of Business, Renmin University of China

- The longest history of management education in China;
- One of the pioneering institutes that offer China's own MBA program;
- Business Administration ranked **No.1** in national assessment of academic disciplines by the Minister of Education;
- Obtained both EQUIS and AACSB accreditation;
- Placed **43rd** in FT Global MBA Ranking 2016, **43rd** in FT Global EMBA Ranking 2014 and **49th** in FT Executive Education Ranking 2014;
- One of the founding members of GNAM (Global Network for Advanced Management, initiated by Yale School of Management) in 2013;
- Close connection with enterprises and governments;
- A large global alumni base;

RBS official website: <http://www.rbs.org.cn/>



RBS Family

- Global perspective and innovation are highly appreciated and encouraged here;
- With close to 4,000 students and over 150 faculty members;
- The most internationalized school among 26 schools of RUC

RBS provides an interactive and immersive experience that will help you adapt to the Asian, vibrant and inclusive mindset. Apart from the competitive curriculum and an excellent pool of faculty, RBS embraces young talents with creative spirit and curious mind from varied cultural backgrounds.

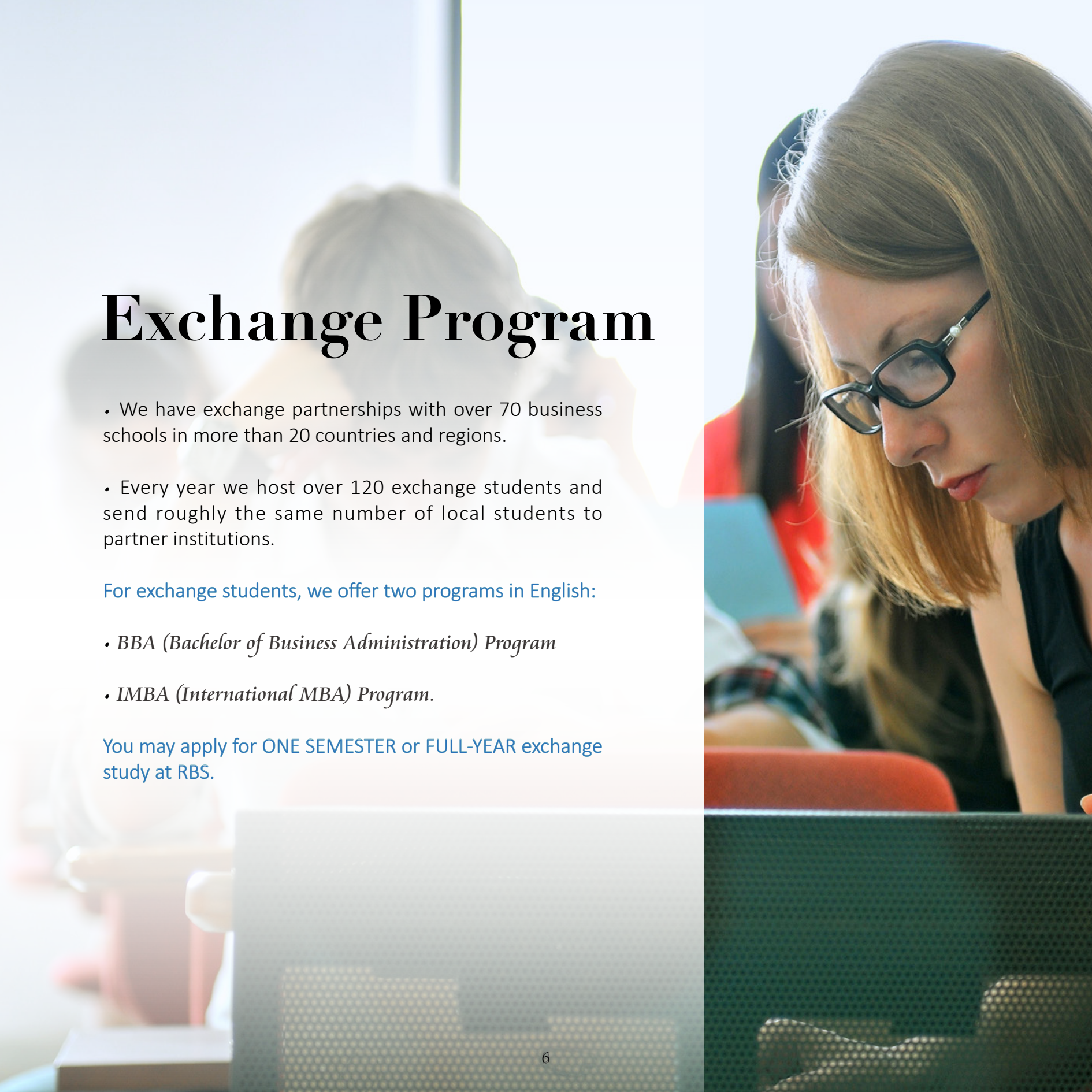
Exchange Program

- We have exchange partnerships with over 70 business schools in more than 20 countries and regions.
- Every year we host over 120 exchange students and send roughly the same number of local students to partner institutions.

For exchange students, we offer two programs in English:

- *BBA (Bachelor of Business Administration) Program*
- *IMBA (International MBA) Program.*

You may apply for ONE SEMESTER or FULL-YEAR exchange study at RBS.



Partner Schools

North America

Canada

Carleton University – Sprott School of Business
University of Laval – School of Management
University of Lethbridge – Faculty of Management
Queen’s University – Queen’s School of Management

USA

Cornell University – School of Industrial and Labor Relations
Pepperdine University – Graziadio School of Management
University of South Carolina – Darla Moore School of Business

Asia

Hong Kong

City University of Hong Kong – College of Business
Hong Kong Polytechnic University – Faculty of Business

India

Indian Institute of Management, Bangalore

Japan

Hitotsubashi University – The Graduate School of International Corporate Strategy (ICS)
International University of Japan
Kyushu University – Graduate School of Economics
Nakamura Gakuen University – Faculty of Business, Marketing and Distribution
Tohoku University – Faculty of Economics & Graduate School of Economics and Management

Singapore

Nanyang Technological University
Singapore Management University

South Korea

Korea University – School of Business

Taiwan

National Chengchi University – College of Commerce
National Cheng Kung University – College of Management
National Taiwan University – College of Management
Tamkang University – College of Business and Management

Africa

South Africa

University of Cape Town – Graduate School of Business

Europe

Belgium

Université Catholique de Louvain – Louvain School of Management
Université Libre de Bruxelles – Solvay Brussels School of Economics and Management

Denmark

Aarhus University – School of Business and Social Sciences

Italy

Università Commerciale Luigi Bocconi – SDA Bocconi

Sweden

Umea School of Business and Economics

Finland

Aalto University – School of Economics
Hanken School of Economics
Tampere University of Technology – School of Business and Technology
University of Vaasa – Faculty of Business Studies

France

EDHEC Business School
ESCP Europe
IESEG School of Business
INSEEC Business and Communication School
Aix-Marseille Université – IAE Aix Graduate School of Management

Germany

Freien Universität Berlin – School of Business and Economics
WHU – Otto Beisheim School of Management
University of Tuebingen – Faculty of Economics and Social Sciences

Ireland

University College Dublin – Quinn School of Business & Smulfit Graduate School of Business

Israel

Hebrew University – Jerusalem School of Business
Tel Aviv University – Business School

The Netherlands

Universiteit van Amsterdam – Faculty of Economics and Business
Erasmus University – Rotterdam School of Management
University of Groningen – Faculty of Economics and Business
Maastricht University – School of Business and Economics
Nyenrode Business University
Tilburg University – School of Economics and Management
VU Amsterdam – Faculty of Economics and Business Administration

Norway

BI Norwegian School of Management

Portugal

Lisbon University Institute – ISCTE Business School
Universidade Nova de Lisboa – Nova School of Business and Economics

Russia

Moscow State Management University
St. Petersburg University – Graduate School of Management

Spain

Complutense University of Madrid – CUNEF
IE Business School

Switzerland

Business School Lausanne
Université de Genève – Geneva School of Economics and Management

Turkey

Koc University

Sweden

Umea School of Business and Economics

United Kingdom

City University London – Cass Business School
Lancaster University – Management School
University of Kent – Business School
University of Reading – Henley Business School
University of Warwick – Business School

Denmark

Aarhus University – School of Business and Social Sciences

Oceania

Australia

Queensland University of Technology – Business School
University of Newcastle – Faculty of Business and Law

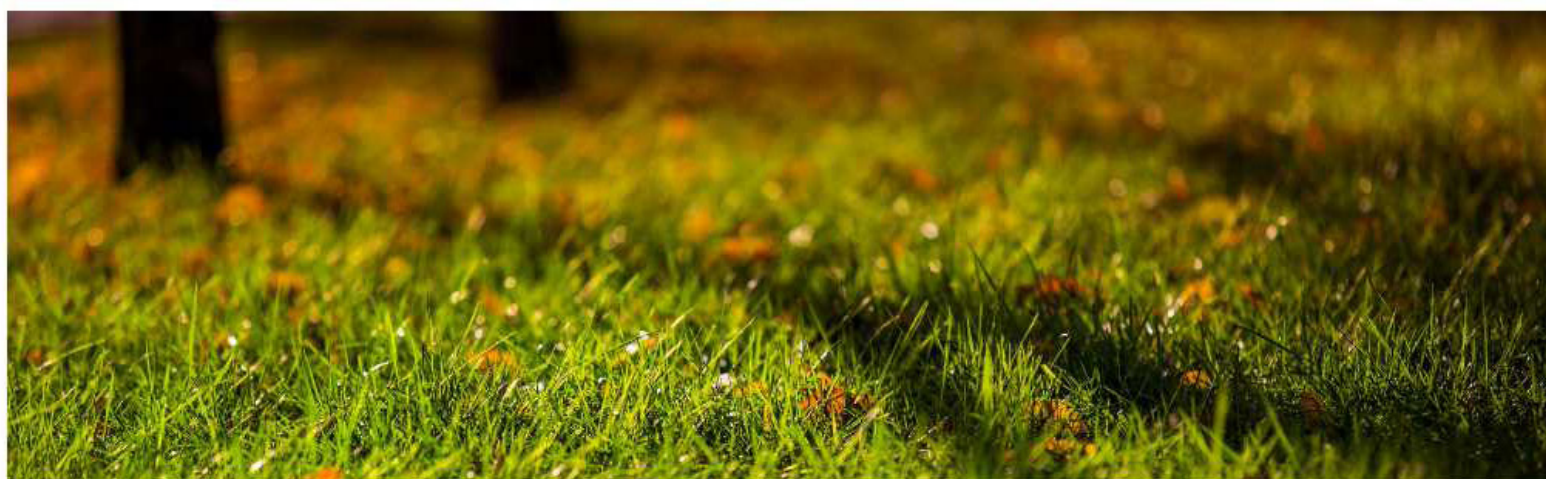


GETTING STARTED

Enrollment Steps



Exchange Timelines



Semester	Fall/First	Spring/Second
Online Nomination	mid March – April 20 th	mid Sept – October 20 th
Application Deadline	April 30 th	October 30 th
Housing Reservation	late June – early July	late December – early January
Admission Package Post	late June – early July	late December – early January
Registration & Orientation Week	Sept. 5 th – Sept. 11 th	Feb. 20 th – Feb. 26 th
	<i>Please refer to admission letter for exact date and schedule</i>	
Course Registration	first 2 weeks of the semester	
Lecture Period	September – January (some courses end in Nov. or Dec.)	February – July (some courses end in May. Or Jun.)
Exam Period	last 2 weeks of the semester some courses end earlier have exams on their last class	
Transcript & Certificate Post	early March	early September

Documents Required



Scanned Copy	Hard Copy	Items
✓	✓	Official certificate of enrollment in your home university (in English)
✓	✓	Application form printed and signed after online registration
✓	✓	Academic transcript (in English, with official signature or stamp)
✓	✓	A Recommendation letter from your supervisor or one of your professors (in English, only mandatory for graduate-level applicants)
✓	✓	Passport copy (personal information page, validity covering your stay in China)
✓	✓	Guarantee statement (printed, filled up and signed)
✓	✓	Scholarship certificate (if you are granted a scholarship by China Scholarship Council)
✓	✓	3 passport-sized photos

Please note that both scanned copy and hard copy are mandatory for application

For Post mail (hard copy): Room 605, Mingde Business Building, Renmin University of China, 100872

No.59, Zhongguancun Street, Haidian District, Beijing, China

Tel: 86-10-82509200 Recipient: Veronica Xiao (肖雅文)

For Email (scanned copy): rbsexchange@163.com

Pre-departure Must-knows

Exchange Type	one semester	full academic year	
Visa Application	Apply for X2 visa	Apply for X1 visa; Apply for Residence Permit within 30 days after arrival in Beijing	
Physical Examination	Not mandatory	Mandatory (for Residence Permit application & visa extension). PHYSICAL EXAMINATION FORM is attached in admission e-package.	
Health Insurance	All exchange students are required to have health insurance covering their exchange study in China. The health insurance is available and mandatory on registration day at RUC. Please refer to PING'AN INSURANCE for detailed information. Insurance Fees: ¥300 /semester; ¥600 /year.		
Expected Arrival Date	Students should be present on RBS campus in time for the Orientation Meeting or at the latest – before classes begin. Please check ACADEMIC CALENDAR (available in each July) for detailed schedule. Students may check in campus accommodation TWO days earlier than the registration date.		
Estimated Living Cost (in USD)	Campus Housing	\$ 650 -1800 (paid in cash & RMB only)	\$1300 –3600 (paid in cash & RMB only)
	Food	\$ 1000	\$ 2000
	Transportation	\$ 100	\$ 200



**ACADEMIC
LIFE**

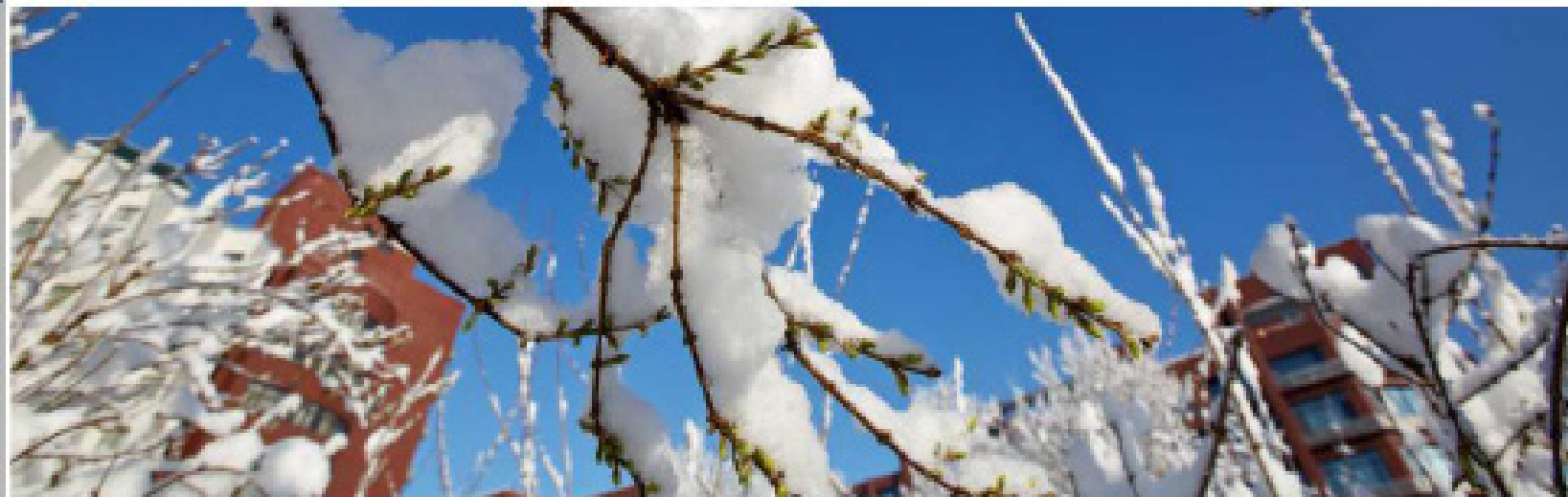
Learning Expectations

Study Level	Undergraduate	Graduate
Available Courses	BBA course (offered by RBS)	IMBA, MIB course (offered by RBS)
	Courses (offered by other schools of RUC)	Courses (offered by other schools of RUC)
	Chinese Language Module	Chinese Language Module
Language of Instruction	English	English
Course Load	The course load is at the discretion of your home university. We strongly advise that all exchange students select at least 3 courses . 1 Renmin credit is equivalent to 2 ECTS credits.	
Course Selection	Done online via RBS Exchange Student Service System . Exchange students can choose from a wide range of courses offered in English each semester. Please check the COURSE OFFERING for temporary reference.	

Learning Expectations

Class Attendance	Class attendance is mandatory for exchange students. Students who are absent for 3 times will be banned from taking final exam of this course.
Exams	Exams are generally taken in the examination period (last 2 weeks of this semester) and may only be taken at RUC, but some will be arranged on the last class. Please confirm it with the instructors.
Grading	Grading is the comprehensive result of different elements such as group work, assignments, essays and class participation. Students should always confirm with the instructor the exam rule as well as the weight of class discussions and assignments on the final grade.
Transcripts	An electronic pdf transcript is available for downloading on the system. The official hard copies (with stamp) and exchange certificate will be mailed directly to the International Office of your home university at the beginning of next semester.

Course Offering-FALL Semester



Course Type	Fall Semester	Credits
BBA (undergrad only, 12-14 courses for each semester)	Consumer Behavior	2
	Corporate Governance	2
	Cross-Cultural Management	2
	Electronic Commerce	2
	English Business Correspondence	2
	Human Resource Management	3
	International Finance	2
	International Management	2
	Managerial Accounting	2
	Marketing Research for Management	2
	Microeconomics	2
	Principles of Accounting	3
	Principles of Management	3
	Principles of Marketing	3
Strategic Management	3	

Course Offering-FALL Semester



Course Type	Fall Semester	Credits
IMBA (undergrad only, 8-10 courses for each semester)	Business Writing	2
	Cross-Cultural Management	2
	Data, Modeling and Decision-making	3
	Human Resource Management	2
	International Finance	2
	Investments	2
	Managerial Accounting	2
	Managing Social Innovation in Business	2
	Marketing	3
	Organizational Behavior	2
	Strategic Compensation	2
	Social Innovation in Healthcare	1

Course Offering-FALL Semester

Course Type	Fall Semester	Credits
MIB (graduate only, 3-4 courses for each semester)	Business English	4
	Fundamentals of Economics in International Business	2-3
	International Finance and Investments	3
	International Marketing	2
	Introduction of International Business	2
School of Finance (graduate only)	Financial Economics	3
	International Finance and RMB Exchange Rate	2
	Monetary Theory and Chinese Financial Policy	3
	Development Economics and its Application in Chinese Economy	2
School of Economics (graduate only)	Intermediate Microeconomics	3
	International Trade Theory and its Application in Chinese Economy	2
	Mathematical Economics	3

Course Offering-FALL Semester



Course Type	Fall Semester	Credits
School of International Studies (undergrad & graduate)	Approaches to Study of Contemporary China	3
	Chinese Foreign Policy	3
	Chinese Society	3
	Contemporary China's Grand Strategy	3
	Investment in China	2
	NGO in Global Governance	2
	Social Science Research Methods	3
Language Module	Conversation in Chinese- Beginner	4
	Conversation in Chinese- Elementary	4

Course Offering-SPRING Semester

Course Type	Spring Semester	Credits
BBA (undergrad only, 12-14 courses for each semester)	Business Ethics	1
	Consumer Behavior	2
	Cross-Cultural Management	2
	Entrepreneurship	2
	Financial Markets and Institutions	2
	Human Resource Management	2
	Introduction of Financial Management	3
	Leadership Theory and Practice	2
	Macroeconomics	2
	Management Communication	2
	Management of Information Systems	2
	Managerial Accounting	2
	Marketing Research for Management	2
	Organizational Behavior	3
	Principles of Marketing	3
Quality Management	2	
Statistics	3	

Course Offering-SPRING Semester



Course Type	Spring Semester	Credits
IMBA (undergrad only, 8-10 courses for each semester)	Business Ethics and Corporate Governance	2
	Business Research	1
	Electronic Commerce	1
	Financial Markets and Institutions in China	2
	International Finance	2
	International Management	2
	Management of Information Systems	2
	Managerial Economics	3
	Managing Social Innovation in Business	2
	Operations Management	2
	Options and Futures	2
	Strategic Management	3

Course Offering-SPRING Semester

Course Type	Spring Semester	Credits
MIB (graduate only, 3-4 courses for each semester)	Cross-Cultural Communication	2
	Global Sourcing	2
	International Finance and Investments	3
	International Marketing	2
	Management of Multinational Companies in China	2
School of Finance (graduate only)	Corporate Finance and Governance in China	3
	Investment Environment and Taxation System in China	2
School of Economics (graduate only)	Applied Macroeconomic	3
	Contemporary Chinese Economy	3
	Industrial Organization Theory and its Applications to Chinese Economy	2
	Public Economics	2

Course Offering-SPRING Semester

Course Type	Fall Semester	Credits
School of International Studies (undergrad & graduate)	Approaches to Study of Contemporary China	3
	Chinese Foreign Policy	3
	Chinese Society	3
	Contemporary China's Grand Strategy	3
	Investment in China	2
	NGO in Global Governance	2
	Social Science Research Methods	3
Language Module	Conversation in Chinese- Beginner	4
	Conversation in Chinese- Elementary	4

Notes:

- a) Course catalogue for each semester will be subject to some changes;
- b) This course information is only for your general knowledge, not for course shopping.

Scaling System

Grading System

Q: What kind of grading system do you use?

A: The grading system and GPA calculating are as follows:

Score	Grade	GPA	Description
90-100	A	4.0	Exceptionally Outstanding
86-89	A-	3.7	Outstanding
83-85	B+	3.3	Very Good
80-82	B	3.0	Good
76-79	B-	2.7	Quite Good
73-75	C+	2.3	Generally Satisfactory
70-72	C	2.0	Satisfactory
66-69	C-	1.7	Sufficient
63-65	D+	1.3	Barely Satisfactory
60-61	D	1.0	Barely Adequate
Pass only	P	1.0	Barely Acceptable
Below 60 or Fail	F	0	Inadequate

Notes: 'F' is a subject failure grade, whilst all others ('P' to 'A') are subject passing grades. No credit will be earned if a subject is failed. The grades for the whole class above 90 or below 60 should be no more than 20% of the total and can be shown in the form of normal distribution.

Scaling System

Credit System for Bachelor Degree Program

Q1: How many years of study comprise your Bachelor degree?

A1: 4 years.

Q2: How many credits must a student obtain per semester and per academic year in order to succeed? Regarding a fulltime course load.

A2: 140 course credits are required before graduation; approximately 15-18 credits for each semester.

Q3: How many hours of studying equals one (1) credit? If possible please make a distinction between hours spent on lectures and hours spent on private study.

A3: 1 credit = 45 minutes (on lectures) * 17 weeks.

Q4: How many weeks constitute your semester?

A4: A semester contains 18 or 19 weeks (including 2-week of final exams).

Credit System for Master Degree Program

Q1: How many years of study comprise your Master degree?

A1: 2 years.

Q2: How many credits must a student obtain per semester and per academic year in order to succeed?

A2: 47 credits in all before graduation.

Q3: How many hours of studying are equal to one (1) credit?

A3: 1 credit = 45 minutes (on lectures) * 15 weeks.

Q4: How many weeks constitute your semester?

A4: 19 weeks (or less).



CAMPUS LIFE

Accommodation				
Building	Room Type	Facility	Cost (RMB/bed/day)	Contact
A1	double room	Shared toilet & bathroom, telephone, air conditioner, and Internet access	31-36	86-10-62511450
B2	double room	Shared toilet & bathroom, wooden floor, telephone, air conditioner, and Internet access	35-40	
C3	single room	Private toilet & bathroom, TV set, telephone, air conditioner, and Internet access	80-100	
G	single room	Private toilet & bathroom, TV set, telephone, air conditioner, and Internet access	80-100	86-10-82503604

Tips for Room Reservation

⊙The prices listed above may be subject to change by the Accommodation Service Office. For further information regarding the dormitories for international students, please contact the Accommodation Service Office at +86-10-62516570 or LGIA@ruc.edu.cn;

⊙Students can enjoy the preferential price if the six months' room rates are paid at one time. The extra accommodation fee would be refunded to you if any earlier departure is claimed;

⊙All non-self-financed students (scholarship students/government-financed students) will be automatically arranged to A1. If you want to apply for other room types, you may sign up the waiting list for available rooms;

⊙According to the Exit and Entry Administration Law of P.R.C., international students are required to provide passport and visa information within 24 hours upon their checking-in. If they claim for a new passport or visa, they need to update the information as soon as possible, otherwise it will be regarded as illegal residence;

⊙Students may arrive and check-in international apartments two days (at most) earlier than the registration date (usually scheduled on Monday);

⊙Full-year exchange students are not allowed to check out rooms during winter or summer vacation, otherwise you will not be able to enjoy the preferential price or even keep your room;

⊙Besides on-campus dormitories, you can also choose to live-off campus, but you are required to update your temporary residential address or other contact information to the ISO. In addition, students live off-campus must register and report the temporary residence to the local police station.



Facilities



Internet Access:

Exchange students have access to internet through a wireless university network, which covers the whole campus.



Health:

RUC Campus Hospital offers 24-hour nursing service on campus whole week through.



Global Cuisine:

Diversified flavors, canteens, restaurants and café.



Library:

Exchange students can access a comprehensive library in both e-copy and hard copy.



Sports and Fitness:

Gym, natatorium, sporting places for badminton, volleyball, table tennis, tennis, basketball.



Buddy Program

Upon your arrival

- Pick-up Service (9:00 a.m.-19:00p.m. Beijing Time)
- Registration Assistance
- Campus Tour
- Welcome Party
- One-day Tour in Beijing



During your stay

- City Tour
- Immersion to Local Life
- Language Partner

Before your departure

- Farewell Party
- Gift Exchange



A lovely team that helps you enjoy soft-landing and wonderful exchange in Renmin.

Wonderful Moments

Icebreaking

Let's be young!



RUC Student Societies

Culture & Exchange

- ⌘ German Culture Association
- ⌘ The Third Rome Association
- ⌘ French Culture Association
- ⌘ Sakura Club
- ⌘ International Development Education Association
- ⌘ Association for China-Republic of Korea Exchange
- ⌘ Association for Cross-Strait Exchange
- ⌘ Model United Nations (MUN)
- ⌘ Hong Kong Students Union



RBS
FAMILY



SING A
HAPPY
SONG



WELCOME
PARTY

HAVE A
GREAT
TIME





Sports & Fitness

- ⌘ D-play Club
- ⌘ Vigor Dancing Club
- ⌘ Golf Club
- ⌘ Kendo Club
- ⌘ Karate Club
- ⌘ Mochen Chess Club
- ⌘ RUC Association of Yang's Tai Chi
- ⌘ Martial Arts Club
- ⌘ Yoga Club
- ⌘ Swimming Club
- ⌘ Free-man Outdoor Club Roller Skating Club
- ⌘ Free Dancing



Tradition & Art

- ⌘ Shaoxing Opera Association
- ⌘ Di & Xiao Art Association
- ⌘ Haozhong Guqin Association
- ⌘ Wenyuan Han Fu Association
- ⌘ Tea Culture Association
- ⌘ Painting & Calligraphy Association
- ⌘ iSeer Drama Society
- ⌘ iMusic Club
- ⌘ Chinese Classics Study Association
- ⌘ A Dream of Red Mansions Research Association



MEET YOU at RUC!



CONTACT US



RBS International Relations Office, Room 605, Mingde Business Building, 59 Zhongguancun Street, Haidian Dist., Beijing, 100872



86-10-8250-9200



rbsexchange@163.com



www.rbs.org.cn



中國人民大學
图片视频中心
RUC PHOTO & VIDEO CENTER

袁源 李璨

商苑经纬

李伊博 余颀子
李芝瑶 雷荐轩