

Important Reminders



1. Pre-departure Information

Prior to leaving for China, each AASCU participant will receive pre-departure orientation materials, including a bibliography of interesting articles and safety, health and cultural information on China.

2. China Visa Application and Instruction

The 10-year multi-entry visa policy only works for tourist visas, NOT for non-business visits such as attending meetings.

You have two options:

1. Apply for a 10-year multi-entry tourist visa: Provide your roundtrip airline ticket and hotel reservation information in Beijing. (You don't need an invitation letter from CEAIE to obtain this 10-year visa.)
2. Apply for two entries within six months: Get CEAIE's invitation letter and apply for the visa with two entries within six months. (Please provide your name, date of birth, title, university, and passport number. We will send you the invitation letter.)

AASCU is unable to process visas for the whole group.

- You will need to find a travel agency to help with visa applications. If you choose Option 2 and need an invitation letter for the China visa, please email Sufei at lis@aascu.org with your name, date of birth, title, university, and passport number. We will get the letter to you.
- If you reside in Washington, D.C.; Delaware; Idaho; Kentucky; Maryland; Montana; Nebraska; North Carolina; North Dakota; South Carolina; South Dakota; Tennessee; Utah; Virginia; West Virginia; and Wyoming, AASCU has found an agent for your visa application. Please contact Ms. Jinghong Chen at 703-581-5302 or check the website at visamailservice.com. Please mention AASCU or Sufei.
- If you live outside the listed states, please go to this website to find out which consulate you should go to for your visa application: www.china-embassy.org/eng/zmzlljs/t84229.htm.
- If your region belongs to the Los Angeles Consulate Office, we have a working partner who will be able to help with your visa application. Please contact Heidi Liu, heidi.liu@sbcglobal.net or 626-831-2488 (cell).

Please Note

- Make sure your passport is NOT going to expire within six months. The embassy will not accept it if the expiration date is within six months.
- Please see the attachment for the application form. Visit the Chinese Embassy Visa information site at www.china-embassy.org/eng/visas/zgqz for more information on the visa application form.
- You must have one passport photo for each application form.
 - The Chinese Embassy visa office now has very strict new requirements for visa photos. Please see the link below for the quality and size of the photo. Make sure you bring the request when you take the visa photo to avoid application return. (This is a new request, and many applications were returned because of a disqualified photo.) Link: www.china-embassy.org/eng/visas/zyxx/P020161206204655391310.jpg
- Non-U.S. passport bearers shall provide documents that entitle them to reside or work for an extended period in the U.S.

Instructions for Visa Application Forms

Here are the answers for the visa application form:

- Item 1.9 Your driver's license number.
Item 1.15 Current Occupation: Other Education Administrator

For Option 1 (10-year multi-entry visa)

- Item 2.1: Tourism
Item 2.2: Other: 10-year multi-entry
Item 2.6: Beijing Hotel Info
Item 2.8: N/A

(You will need to submit copies of your airline ticket and hotel reservation. We are unable to provide individual hotel reservation numbers. Please make a hotel reservation in Beijing with a free cancellation and submit it with your visa application. Make sure you remember to cancel your reservation after obtaining the visa. We have a group reservation for all the participants.)

For Option 2 (With invitation letter)

- Item 2.1: Non-business Visit (with invitation letter)
Item: 2.2: Multi-entry within 6 months
Item 2.6: Wu, Qin, Deputy Director
 China Center for International Educational Exchange
 Address: 609, 6th Floor, No 16, Yong An Dong Li, Chaoyang District,
 Beijing, 100022 China
 Tel: 86-10-58782831, Fax: 86-10-58698695
Item 2.8: Same as 2.6

Do not write on the form by hand. You MUST type in the form.

3. Student Recruitment Activities

For the AASCU delegation, the primary purpose in Beijing is familiarization with China and Chinese higher education issues through forums and seminars. However, we will participate the Education Expo, where more than 600 booths will be set up representing institutions from countries around the world.

AASCU will have a booth shared by all of the AASCU institutions that are participating in our conference. We will be able to distribute materials and have an opportunity on Saturday and Sunday to meet with Chinese students interested in coming to study in the U.S. However, our main purpose will not be student recruitment. Our booth is primarily used to raise the awareness of Chinese students about AASCU institutions.

International Recruitment Fair

- If you wish to send someone to participate in the International Recruitment Fair, you should plan to rent a booth or a portion of a booth, separate from the booth that AASCU has already reserved.
- If you reserve a separate booth, you should plan to have a staff member who speaks Chinese in the booth for the entire weekend. It would also be helpful to have at least some of your materials in Chinese.
- If you would like to rent a separate booth, you can register online at www.chinaeducationexpo.com/english/exhibitor/fees.html or contact **Harden** at hd@fairlink.com.cn. You will find cost and other information on the website.

Contact:

Ms. Lily ZOU (Lily@fairlink.com.cn)

Mr. Harden DANG (HD@fairlink.com.cn)

Phone: +86-(0)10-8580 0790 / 91

Fax: +86-(0)10-8580 0786

Web: www.chinaeducationexpo.com

Opportunity to Promote Your University

Education B2B

The Education B2B Expo provides a platform for institutions from China and overseas to meet and network with representatives of potential partner institutions. The B2B Expo this year will gather comprehensive institutions together with art, media and design institutions and other professional colleges and universities to showcase their programs and proposed projects for collaborations.

The B2B Seminar will focus on policy consultation, best practices and information sharing, and joint-run program briefings.

AASCU will have a table, and all participating institutions are welcome to share the table with a designated time slot. We will assign the time slot once we receive your registration.

Here are the details:

- B2B Seminar: Oct. 17, 2019
 - We invite you to join AASCU at the seminar to talk about your schools and meet potential partners.

4. On-site Printing Service

For the convenience of exhibitors, the EXPO highly recommends our AASCU participants choose printing material services provided by the organizer.

The Cost

- **Flyer**

Four-color, copperplate paper

210 × 297mm - double-sided price: CNY1800 per 500 copies / single side price: CNY1000 per 500 copies

210 × 148mm - double-sided price: CNY1300 per 500 copies / single side price: CNY700 per 500 copies

Black/White, 80g white paper

210 × 297mm - double-sided price: CNY900 per 500 copies / single side price: CNY500 per 500 copies

210 × 148mm - double-sided price: CNY800 per 500 copies / single side price: CNY450 per 500 copies

- **Bi-fold**

Actual size is 210 x 148.5mm; full size is 210 x 297mm.

Color print: CNY1900 per 500 copies

Black/White print: CNY900 per 500 copies

- **Tri-fold**

Actual size is 210 x 99mm; full size is 210 x 297mm.

Color print: CNY2300 for 500 copies

Black/White print: CNY1200 per 500 copies

Please Note

- The above cost includes printing and on-time booth delivery.
- Each artwork document should set 3 mm margins on each side for trimming and be submitted in PDF or JPG format.
- The artwork resolution should be more than 300 dpi.
- **Booking and Artwork Deadline:** Sept. 1, 2019.

Shipping Information

Fairlink has an official freight forwarder with an extra charge for door-to-door delivery service, meaning they could deliver the materials to your appointed booth at the exhibition hall.

Official Forwarder

SCHENKER China Ltd. Beijing Branch

Contact: Mr. SUN Mingjie

Email: mingjie.sun@dbschenker.com

Tel: +86-10 8042 0405

Our Hotel

China National Convention Center Grand Hotel

Building 1, No. 8 Precincts,

Beichen West Road, Chaoyang District,

Beijing 100105, P R China

Tel: +86 10 8437 2008

Fax: +86 10 8437 0387

Email: cncc@cncchina.com

Website: www.cnccchina.com

You can ship your materials through FedEx or DHL to the hotel and c/c your own name. In addition to bringing the tracking number with you in the event the baggage is held up in customs, **remember to include the following information on the mailing label:**

Your name and university name

c/o AASCU/CEAIE FORUM/EXPO DELEGATION

Indicate package should be held for your date of arrival at the hotel.

Please note: All FedEx packages should be sent at least 10-15 days prior to your arrival to avoid customs problems.

Finally, whichever method you select to transfer your university materials to Beijing, kindly inform AASCU by contacting Sufei Li at lis@aascu.org.

5. Health Requirements

We recommend that you contact your medical center or personal physician for detailed medical and inoculation information as early as possible. For more specific information on health/maculation requirements for China, please refer to the Centers for Disease Control and Prevention (CDC) website at www.who.int/ith/ or www.cdc.gov.

6. Insurance Coverage

All travelers must have insurance coverage. AASCU recommends **SOS Global Traveler insurance**. This program offers 24-hour, worldwide medical information/assistance with additional options available to cover trip cancellation and unexpected medical/dental expenses. SOS has local staff in China.

Website: www.internationalosos.com

7. Domestic Travel in China

If you plan to travel independently to other cities in China, please note that there will be sufficient time to purchase your domestic airline tickets after we arrive in Beijing. Domestic tickets for travel in China should be purchased in China because the cost is less expensive than buying a ticket in the U.S. Our colleagues at CEAIE will assist all travelers who need to purchase their individual domestic airline tickets after our arrival in Beijing.

If you have questions, please contact Sufei Li at 202-478-7823, email her at lis@aascu.org or fax her at 202-296-5819.

8. Airline Options

These airlines provide the most direct travel to Beijing:

- **United/Continental Airlines**
Reservation number 800-241-6522
(Nonstop service between Chicago and Shanghai onto Beijing)
(Nonstop service between Washington, D.C./Dulles and Beijing)
- **Northwest/Delta Airlines**
Reservation number 800-225-2525
(Service to China via Tokyo/Narita Airport)

All travelers who complete the Airline Confirmation Form will be met at the Beijing Airport by AASCU/CEAIE staff, and transportation will be provided to the reserved hotel.

Complete Airline Confirmation Form

Please make your airline reservations early to ensure seats are available on the dates you wish to travel to China and return to the U.S.

If you need assistance purchasing your airline ticket to China, please contact Alice or Yangyang at 240-772-9118, 240-668-3468 or Travel@larozinc.com.

9. Registration Information

Registration Deadline

August 31, 2019, is the deadline for registration. If you miss the deadline and still want to register for the China trip, please contact Sufei Li at lis@aascu.org.

Register [here](#).

10. Accommodations

Beijing Hotel

China National Convention Center Grand Hotel
www.cncchina.com/en/Hotel/About/Default.aspx

Building 1, No. 8 Precincts, Beichen West Road, Chaoyang District
Zip code: 100105
Tel: +86 10 8437 2008
Fax: +86 10 8437 0387
Email: cncchina.com

We will reserve the hotel rooms and arrange local transportation for airport pickups if you stay with the delegation.

Estimated per person \$200-\$250 rate each night for a hotel room. You can pay the hotel directly when you check out.

Please Note

Hotel Information

AASCU has a block of rooms reserved. AASCU will make hotel reservations. Please make sure that you send your Hotel Confirmation sheet ONLY to AASCU if you want to stay at the designated hotel with the group. Please do not make reservations directly with the hotel.

[Complete Hotel Confirmation Form](#)

Airline Information

All travelers will be met at the Beijing Airport by AASCU/CEAIE staff and transportation will be provided to the designated group hotel ONLY. Please note, you will only be met if an Airline Confirmation Form is sent to AASCU with the hotel sheet.

[Complete Airline Confirmation Form](#)