

## 上海大学国际学生预付学费政策说明（限自费生）（2022 年 6 月更新）

### 一、关于预付学费

1、上海大学对符合录取条件，并已发送电子录取通知书的自费申请人预收半学年或一学年学费。申请人在收到电子录取通知书及本协议后 20 个工作日内完成学费预付。如超过 20 个工作日未操作者，视为放弃。

### 2、付费方式

- 1) 使用中国境内银行卡支付：可以使用微信、支付宝、农行 APP、网上银行缴费，具体方法参见 <https://apply.shu.edu.cn> 网站“入学申请”中“相关下载”《上海大学境内“网上缴费平台”操作指南》；
- 2) 使用中国境外银行卡或无法使用在线支付功能的申请人，请通过银行汇款缴费。汇率差和手续费由学生本人承担。账户信息如下：

外币汇款 收款人名称：上海大学 收款人帐号：98211454800000228 收款人开户银行名称：上海浦发银行静安支行 (SWIFT NO.SPDBCNSHXXX)	人民币汇款 帐户名：上海大学 帐号：03358400801000968 开户行：农行上海共和支行
悉尼工商学院汇款信息（仅限申请悉尼商学院学历项目人）	
国际汇款 收款人名称：SILC Business School, Shanghai University 收款人帐号：31634000002047078 收款人开户银行名称：BANK OF SHANGHAI (SWIFT CODE: BOSH CNSH)	人民币汇款 帐户名：上海大学悉尼工商学院 帐号：31634000002047078 开户行：上海银行沪太支行

地址：NO 20 CHENGZHONG ROAD, JIADING DISTRICT, SHANGHAI	
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注意：

- 1) 请勿在中国境外汇人民币至以上银行账户，国际汇款请汇金额相当的美金或欧元。
- 2) 汇款时，请注明：申请单号+护照姓名。
- 3) 缴费完成后，请登录网申系统，点击“已预付学费”，在线上传支付凭证。经我校确认预付成功后，发放正式录取材料。
- 3、支付成功后，请登录网申系统，点击“已预付学费”，在线上传支付凭证。经我校确认预付成功后，发放正式录取材料。
- 4、以下情况不用预付学费：
  - A. 奖学金生（含中国政府奖学金、上海市政府奖学金、国际中文教师奖学金、上海大学奖学金、CCN 预科免学费奖学金）。以上学生请登录网申系统，点击“已预付学费”，在线上传**奖学金确认邮件截屏**。经我校确认后，发放正式录取材料；
  - B. 通过我校合作机构提交申请的学历生。

## 二、关于退费

- 1、已成功预付学费，并满足以下情形的申请人，可申请退还预付学费
  - A. 自支付成功（以我校实际到账日）30 天内，书面确认放弃申请者，按我校实际到账金额以人民币形式退还至中国国内银行账户。由申请人承担汇率差和手续费，以当天汇率结算；
  - B. 学校取消专业

如果大学在学生确认录取通知书之后取消该专业，按我校实际到账金额以人民币形式退还至中国国内银行账户。

C. 因非个人原因签证申请失败者，可申请退费。请提交使领馆正式的签证申请失败证明，在报到截止日（2022 年 9 月 11 日）前向学校书面递交退费申请书，按我校实际到账金额退还预付费；由申请人承担汇率差和手续费，以当天汇率结算；

2、已成功预付学费的申请人，以下情形不予退还预付学费：

A. 自支付成功（以我校实际到账日）30 天以后，确认放弃者，不予退还；

B. 已录取但未报到的学生，预付学费不予退还；

C. 因个人原因导致签证申请失败者，不予退还；

D. 入学后提出转学或退学者，不予退还。

### 三、退费手续

符合退费政策的申请人，可按以下流程提交退费申请：

1) 未报到申请人：本人填写退费申请书（参照模板），递交书面申请，同时提供佐证材料，清单如下：

☒ 护照复印件

☒ 中国国内银行账户信息

☒ 开户银行信息

☒ 支付凭证（原件扫描）

☒ 其他（使领馆官方签证申请失败证明等）

完成退费流程至少需要 90 个工作日，请悉知。

四、上海大学保留对以上协议条款的修订权和解释权。

# Policies on Tuition Deposit Payment

## for Shanghai University International Students (for Self-paid Students)

### (Updated Version)

#### 1. About Tuition Deposit Payment

The self-paid applicants of degree programs must pay the tuition fees deposit when receiving the receiving the E-admission notice within 20 working days. If the payment is not completed after 20 days, it would be regarded as giving up.

##### 1.1 Payment Standard

One-year or half a year tuition fee.

##### 1.2 Payment Method

- 1) For China mainland bank Card: Wechat, Alipay, APP of Agricultural Bank of China, and its online bank are recommended. More details please refer to the download area <https://apply.shu.edu.cn>.
- 2) For oversea bank card or for some countries and regions which do not support the online payment, the bank transfer is accepted. The **Bank account information is as below:**

<b>For Foreign Currency such as USD, JPY</b> Beneficiary's Name: Shanghai University Beneficiary's Account No.: 98211454800000228 Beneficiary's Bank Name: Shanghai Pudong Development Bank, Jingan Sub-branch, Shanghai, P.R.China (SWIFT NO.SPDBCNSHXXX)	<b>For CNY</b> Shanghai Gonghe Sub-Branch, Agricultural Bank of China, P.R.China Account No.: 03358400801000968 Beneficiary: Shanghai University
<b>For SILC Business School (SILC) * (only for Applicants for the degree programs of SILC business school)</b>	
For International remittance Beneficiary's Name: SILC Business School, Shanghai University Beneficiary's Account No.: 31634000002047078	<b>For CNY</b> <b>Account Name:</b> 上海大学悉尼工商学院 <b>Account No.:</b> 31634000002047078 <b>Bank Name:</b> 上海银行沪太支行

Beneficiary's Bank Name: BANK OF SHANGHAI (SWIFT NO. BOSH CNSH) Beneficiary' s Address: No 20 CHENGZHONG ROAD, JIADING DISTRICT, SHANGHAI	
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- 1) Please do not transfer RMB to the above accounts out of China. Please transfer equivalent amount by USD or EURO when you make international remittance.
- 2) Please remark your "**Application No. + passport name**".
- 3) Please upload your bank transfer receipt to the application system after the payment.

1.3 After payment, please log in to the application system, click "Tuition Deposit Payment", and upload the payment receipt online. After being confirmed by working staff, paper admission documents will be delivered soon.

1.4 The following types of students can be exempted from paying the tuition deposit:

- a) **Scholarship students** (including Chinese Government Scholarship, International Chinese Language Teachers Scholarship, Shanghai Government Scholarship, Shanghai University Scholarship, and CCN foundation program scholarship) . Please log in to the application system, click "Tuition Deposit Payment", and upload the screenshot of the scholarship confirmation email. After being confirmed by working staff, paper admission documents will be delivered soon.
- b) **Degree students recommended by partner institutions of Shanghai University.**

## 2. Refund Policy

This information refers to applicants who have paid deposit for degree programs at Shanghai University.

### 2.1 The deposit is non-refundable except the circumstances outlined below.

**A. Withdrawing your application within 30 days after the successful deposit payment to Shanghai University bank account.** The actual paid amount will be refunded to your Chinese bank accounts only in RMB. The service fee and the exchange rate difference will be

charged.

#### **B. University cancels programme**

If the University cancels program for which the applicant has accepted an offer, then all fees paid will be refunded to the applicant's Chinese bank accounts only in RMB.

#### **C. Refusal of a student visa**

Those who fail to get visa due to other reasons and provide the official statement of visa rejection from the embassy or consulate before the deadline of registration(11 Sep, 2022), the actual paid amount will be refunded to your Chinese bank accounts only in RMB. The service fee and the exchange rate difference will be charged.

### **2.2 The deposit is non-refundable in the following circumstances:**

**A. Withdrawing your application after 30 days after the successful deposit payment to Shanghai University bank account.** The deposit will not be refunded.

#### **B. Admitted Students but never enrolled**

For any admitted students who paid tuition fee deposit, but never enrolled at Shanghai University, the deposit will not be refunded.

**C. Those who fail to apply visa due to personal reasons,** the deposit will not be refunded;

#### **D. Current Students who transfer out or withdraw**

The current students who apply for university transfer or withdrawal after registration will not be refunded.

### **3. Refund Procedures**

#### **3.1 For applicants who meet the Refund Policies listed above**

Fill in the refund application form (refer to the template), and then submit to International Students Admissions Office with the following:

- ☒ Copy of passport
- ☒ Copy of Chinese Bank account information
- ☒ Copy of Opening Bank information
- ☒ Copy of Payment receipt
- ☒ Others (visa rejection statement from the embassy or consulate etc.)

Please note that it take at least 90 working days to deal with the refund process.

### **4. Shanghai University reserves the right to revise and explain the items in this**

agreement above.

上海大学国际学生预付学费退费申请表

Application for International Student Deposit Refund

以下信息由申请人本人填写 Please fill in the information by Applicants			
护照姓名 Passport Name		性别 Gender	
国籍 Nationality		护 照 号 Passport No.	
申请项目 Applied Program	<input type="checkbox"/> 本科 Bachelor's Program <input type="checkbox"/> 硕士 Master's Program <input type="checkbox"/> 博士 Phd's Program	申请单号 Application No.	
转账金额 The transferred amount		转账日期 Date of Payment	
退费原因 Refund Reasons	<input type="checkbox"/> 放弃申请 Withdraw the application		
	<input type="checkbox"/> 学校项目取消 University cancels the program		
	<input type="checkbox"/> 免学费的奖学金生 Scholarship covers tuition fee		
	<input type="checkbox"/> 签证申请失败 Visa application failed		
申请材料 Supporting Documents	<input type="checkbox"/> 支付凭证复印件 Copy of Payment receipt <input type="checkbox"/> 中国国内银行卡信息复印件 Copy of Chinese Bank account information <input type="checkbox"/> 开户银行信息复印件 Copy of Opening Bank information <input type="checkbox"/> 护照复印件 Copy of passport		
申请人签名 Applicant Signature :			

申请日期      Date of Application :