



广州城建职业学院

GUANGZHOU CITY CONSTRUCTION COLLEGE

来华留学生招生简章

Admission Prospectus for International Students to

Guangzhou City Construction College



目录 **CONTENTS**

学校简介	Brief Introduction to GZCCC
招生类别	Admissions & Requirements
学习方式	Pattern of Study
申请办法	Application & Enrollment
收费标准	Charging Standards
住宿条件	Accommodation
医疗保险	Medical Insurance
联系方式	Contact Us

广州城建职业学院简介

广州城建职业学院发端于 1960 年，几经沿革，2007 年 4 月经广东省人民政府批准和教育部备案，自广州大学城建学院更名后独立设置成为一所民办普通高校。学校位于以温泉和自然美景而著称的广州市后花园—从化区，离广州市中心 60 公里，离广州白云国际机场 40 公里；校园依山伴水、环境优美、设施完善，是莘莘学子理想的求学之地。

学校占地近 1355 亩（约 90 公顷），总建筑面积约 45 万平方米，图书馆馆藏纸质图书 122 余万册、电子图书 30 多万册，设有建筑工程学院、信息工程学院、机电工程学院、经济与管理学院、艺术与设计学院、外语外贸学院、人文学院、体育健康学院、创业教育学院和继续教育学院等 11 个学院，现有 50 个专业（方向）招生，在校全日制学生 23000 多人，非全日制学生 5000 多人，教职员工 1000 余人。

Profile of Guangzhou City Construction College

Guangzhou City Construction College (formerly City Construction College of Guangzhou University), founded in 1960 and after several administrative changes, is now an independent private institution of higher learning authorized in April of 2007 by the People's Government of Guangdong Province and the National Ministry of Education to award three-year college diplomas (associate bachelor) .

Situated in the “back garden” of Guangzhou — Conghua District, a tourist resort traditionally famous for its hot spring and natural beauty, the college is 60km north of Guangzhou downtown and 40km from Guangzhou Baiyun International Airport. With a beautiful, picturesque scenery featuring green hills, clear waters and fresh air, the campus is well-equipped and an ideal place for study.

Covering a total area of 1355 mu (over 90 hectares) and with an overall floorage of 450,000 square meters as well as a collection of 1,220,000 paper books and more than 300,000 electronic books, the college has over 1000 teachers and staff, more than 23,000 full time students are enrolled in 50 majors and professional orientations which offer the 3-year diploma programs in 9 schools: School of Civil Engineering and Architecture, School of Information Engineering, School of Mechanical and Electrical Engineering, School of Economics and Management, School of Foreign Languages and Trade, School of Art & Design, School of Humanities, School of Physical Health and School of Continuing Education. In addition, there are more than 5000 part time students studying in the School of Continuing Education and the School of Entrepreneurship Education.

招生类别与申请人资格

1. 语言进修生/专业研修生：学习期限为二个月至二年，学校于每年的二月份和九月份开学，学生将根据其中文程度分班；
2. 大专生：学制三年，每年的九月份开学；
3. 交流生：以具体的合作协议为准；
4. 短期专业技术/职业技能培训班：学习期限为一周至一年，可根据需要灵活安排。

申请人资格

学生类型	申请人资格	须提交学历资料
语言进修生	中学毕业或以上学历，年龄 16 岁以上	
三年制大专生	高中毕业或以上学历，年龄 18 岁以上	最后学历证书及成绩单（如为复印件须公证）
专业研修生 交流生	完成大学第一年学习	学校证明及成绩单
短期专业技术/职业技能培训班	完成大学第一年学习	学校证明及成绩单

Admissions & Requirements

■ The Education Types for International Students:

1. **Chinese language student/Advanced student:** Duration of study is from 2 months to 2 years; new terms begin in February and September every year and the students will be divided into classes according to their Chinese level.
2. **College diploma student:** Length of schooling is 3 years; new term begins on September every year.
3. **Exchange student:** Duration of study is subject to the details of cooperation agreement.
4. **Short-term professional training courses:** Duration of study is from 1 week to 1 year, which can be flexibly arranged as required.

■ Students Types and Application Qualification:

Students Types	Application Qualification	Education Documents Needed
Chinese language student	Middle school graduation and age above 16	
3-year-diploma College student	Senior high school graduation and age above 18	The last academic certificate and transcript (photocopy must be notarized)
Advanced student, Exchange student	Having finished the first year study in college	Certificate and transcript of the sending school
Short-term professional training courses	Having finished the first year study in college	Certificate and transcript of the sending school

学习方式

学习方式分为与中国学生同班、单独开班(汉语或英语教学):

- ◇ 与中国学生同班: 专业研修生及大专生, 汉语水平达到相应专业学习要求, 一般要求汉语水平(HSK) 应达四级以上。
- ◇ 单独开班: 汉语进修生达 10 人以上即单独开班; 大专生和短期专业技术/职业技能培训班, 申请同一学期同一专业的外国学生达 10 人以上, 单独开班, 可以全英语授课或配英语翻译。

Pattern of Study

International students can choose to study in classes with Chinese students taught in Chinese (Mandarin), and a separated class taught in Mandarin or English.

✧ Classes with Chinese students: International college diploma students and advanced students will study together with Chinese students. The Chinese Proficiency should accord with the relative requirements of the specialty (HSK Level 4 is expected).

✧ Separated Class taught in Chinese: Chinese language students will study in a separated Class taught in Chinese when the applicants are up to 10 people.

✧ Separated Class taught in English: If over 10 students apply for the same specialty or short-term professional training course at the same term, a separated class taught in English or with English interpreters will be offered.

Note: We offer the Chinese language and culture training courses for all students. The classes include: Chinese history, Chinese literature, Chinese painting and calligraphy, Chinese music, Chinese kungfu (Martial arts), etc.

申请办法

1. 通过以下方式提出申请:

a. 发送电子邮件至 gzcce_intl@outlook.com, 索取《广州城建职业学院外国留学生入学申请表》, 并按要求如实填写有关内容, 填好后邮寄或扫描 Email 回来。

b. 将申请表传真 (86-20-87976915) 至广州城建职业学院外事办公室 (国际交流中心)。

2. 申请时间

✧ 大专生: 每年的 4 月 30 日前申请 (开学时间为当年的 9 月份)。

✧ 语言进修生/专业研修生:

秋季入学: 每年的 4 月 30 日前申请 (开学时间为当年的 9 月份)

春季入学: 每年的 11 月 30 日前申请 (开学时间为第二年的 2 月份)

注: 在当年的 5 月 15 日或 12 月 15 日后, 申请人将会接到项目是否开办的通知 (取决于申请人是否达 10 人以上)。

✧ 短期学习项目:

我们致力于与世界上的学校、培训机构和企业合作开展短期培训项目。合作的细则如科目安排、时间、学费等都取决于双方的商谈结果。欢迎有合作意向的组织机构与我校洽谈有关合作细节。

✧ 交流生项目:

我们欢迎有合作意向的国外大学与我校洽谈学生交换事宜。

3. 经我校审核同意录取后，将通过邮件或电话向申请人确认，随后寄发录取通知书及已审批的《外国留学生来华签证申请表》（JW202 表）。

4. 申请人持学校寄发的录取通知书、JW202 表、体检表和其他相关材料到所在国家的中国使领馆申请办理学习签证（X 签证），然后按规定时间来校报到，并缴纳注册费、学费和住宿费等。

注：我校为第一次来广州的新生提供免费接机、接站服务，但需至少提前 5 天通过电子邮件或传真将航班号、火车车次及到达时间通知外事办公室，以便安排迎接。

HOW TO APPLY

1. You can apply by the following ways:

a. Email to: gzccc_intl@outlook.com. Ask for the Application Form for Admission, fill it honestly; then mail it, or scan and send it back.

b. Fax the Form to 86-20-87976915 or mail it to 166 Huanshi Dong Road, Conghua, Guangzhou, P. R. China 510925.

2. Application time:

✧ **College diploma student:** Every April 30 is the closing day for application. (Intake will be in September of the year.)

✧ **Chinese language student/Advanced student**

-- Enrollment in autumn: Every April 30 is the closing day for application. (Intake will be in September of the year.)

-- Enrollment in spring: Every November 30 is the closing day for application. (Intake will be in next February.)

Note: After May 15 or December 15 of the year, the applicant will receive a notice for confirming the program to be opened or not, which depends on whether the applicants are more than 10 people.

✧ **Short-term Training Program:** We are committed to develop short-term training programs with foreign educational institutions and organizations. All the cooperation details such as courses, schedule, tuition fee will be confirmed by discussing.

We welcome the education institutions of intention to discuss about the cooperation details with us.

✧ **International Exchange Student Program:** We are looking forward to the foreign universities and colleges of intention to discuss about the cooperation issues of exchange student.

3. The Foreign Affairs Office will mail the Admission Notice and Visa Application Form for Study in China (JW202) to the accepted students after the verification.

4. Holders of the above-mentioned documents and health examination certificate are supposed to apply for the Student Visa (X Visa) at the Chinese embassy and consulate general in your country, and come to school for registration on time, and pay the registration fee and tuition.

Note: The college provides airport or train station pick-up service free of charge for new comers first time to Guangzhou. Students who prefer this service should inform the Foreign Affairs Office by email or fax with detailed arrival information 5 days before their arrival.

申请人申请时需要提供的材料

材料	汉语进修生	专业研修/短期培训生	大专生
个人简历表	√	√	√
护照复印件	√	√	√
学历证书		√	√
成绩单		√	√
外国人体检记录	√	√	√
HSK 证书		√	√
无犯罪记录证明	√	√	√
3×4cm 彩照	8	8	8

注：《个人简历表》必须由本人签名，与护照签名一致；《外国人体检记录》和《无犯罪记录证明》签发时间必须在 6 个月内，交到学校时有效期不少于 60 天。

Documents to submit

Documents	Chinese language student	Advanced/ short-term training student	College diploma student
International Students Resume	√	√	√
Copy of Passport	√	√	√
Academic Certificate		√	√
Transcript		√	√
Foreigner Physical examination Record	√	√	√
HSK Certificate		√	√
Non-criminal Certificate	√	√	√
3×4cm Photo	8	8	8

Note: *International Students Resume* must be signed in person, just the same as the signature in passport; *Foreigner Physical examination Record* & *Non-criminal Certificate* must be issued within 6 months, and the validity period shall not be less than 60 days when submitted to the College.

收费标准

1. 申请费: 500 元人民币
2. 学费 (单位: 人民币元)

学习时间	学费(人民币)		
	语言进修生 专业研修生	大专生 (与中国学生同班)	大专生 (英文授课专班)
2 学期	¥13,000	¥18,000-19,000	¥21,000-22,000
1 学期	¥7,000		
3 个月	¥5,000		
2 个月	¥4,000		
注	每年 2 月、9 月入学	每年 9 月入学, 与中国学生合班上课, 中文授课	每年 9 月入学, 独立编班上课, 英文授课

The Charging Standards for International Students in GZCCC

1. Application Fee: RMB 500.

2. Tuition Fees: (In RMB yuan)

Duration of study	Tuition (RMB)		
	Chinese language student	College student (Chinese class)	College student (English class)
Two semesters	¥13,000	¥18,000-19,000	¥21,000-22,000
One semester	¥7,000		
Three months	¥5,000		
Two months	¥4,000		
Note	Enrollment in February or September	Enrollment in September, study with Chinese students taught in Chinese	Enrollment in September, study in a separated Class taught in English

广州城建职业学院来华留学生费用参考表

项目	标准 (元)	备注
申请费	500	递交申请表时须缴纳。
学费		学校统一标准学费 (学费标准以学校当年公布的为准)。
教材费		每学期的教材费根据实际书价而定。
保险费	600 /年	按照教育部要求, 来华留学生在华学习期间须购买医疗保险。保费会因投保的种类和范围而不同。
体检费	600	1. 按中国有关机构规定, 来华学习的外国留学生必须体检。 2. 出境 3 个月以上的外国人需重新做身体检查。 3. 转到其他省市学习的外国人需在所在学校的当地再做一次身体检查。 4. 具体标准以有关医院或卫生保健中心收费为准。
居留许可费	400/半年 800/年	公安出入境管理部门统一收取。根据申请居留许可的期限收费不等。
住宿费	500-2000/月	此为校内留学生公寓 1-4 人间的收费标准, 不包括床上用品及个人用品。
住宿押金	1000	入住时一次性交付; 退房时经检查房间及物品完好无损, 将全额退还。
网络费	60/月	WIFI, 交费后开通。

宿舍水电费		每月按实际使用量收取。
-------	--	-------------

A Reference List of International Students Expenses

Item	Standard(RMB)	Remarks
Application	500	Only needed on submitting the application form.
Tuition		Standard tuition fee for international students is published by the college every year (Please refer to the charging standard).
Textbooks		Textbook charges shall be paid each semester and decided by total amount of actual price.
Health Insurance	600 /year	Required by the Ministry of Education, all international students should buy health insurance during studying in China. The rate standard will vary in different types and cover of insurance.
Physical Examination	600	1. According to the regulations of relevant government departments, international students should do the physical examination and pay the physical examination fee. 2. Physical examination is required when international students leave China for more than 3 months. 3. Students are required to have physical examination again on the occasion of transferring to other provinces. 4. The standard is subject to the notice of relevant hospital or healthcare center.
Residence Permit Fee	400/half year 800/one year	Standard fee charged by the Exit-Entry Administration of Public Security. It varies according to the different validity period of residence permit you apply for.
Accommodation	500-2000/month	Accommodation fee for living in the International Students Dormitory on campus will vary according to the rooms (1 - 4 beds), not including bedding and personal articles.
Deposits for Accommodation	1000	It should be paid once before check-in, and will be refunded if the room and articles are in good condition when check out.
Internet Fee	60/month	WIFI service at dormitory is available upon personal application.
Utilities Fee		The water & electricity fee of the dormitory will be charged monthly according to the actual amount of usage.

住宿条件

1. **生活条件:** 校园内设有医务室、邮件收发室、超市等服务机构以及 ATM 机；有中餐、西餐、快餐、风味餐、面包房等不同风味的餐厅；各类体育设施齐全，有篮球、排球、网球、足球、乒乓球等运动场所，体育馆内有篮球场、羽毛球场、健身房和游泳池等。

2. 校内住宿

◇普通学生公寓：4 人间，房间配单人床、空调、桌椅、衣柜、网络接口、饮水机等；洗手间配电热水器和洗衣机。（500 元/月、人）

◇二室一厅或三室一厅公寓：设单人间和双人间，房间配单人床、空调、网络接口、桌椅、衣柜等；客厅配家具、电视、饮水机等；厨房配冰箱、微波炉、电磁炉及炊具；洗手间配电热水器和洗衣机。（单人间：2000 元/月、人；双人间：1000 元/月、人）

注：学生入住时须交住宿押金 1000 元/人。退房时经检查房间及物品完好无损，全额退还。

Accommodation

1. Living conditions on campus:

◇ Life in the campus is very convenient with the services such as clinic, mailroom, supermarket and ATM banking, etc.

◇ More than 10 school cafeterias and dining halls provide different flavored food such as Chinese food, western food, snack, local delicacies, cake and bread, etc.

◇ The sports facilities on campus are complete: There are plenty of basketball, volleyball, tennis, table tennis and football fields. The college also has a gymnasium equipped with indoor badminton and basketball fields, a fitness center and a thermostatic swimming pool.

2. Lodging conditions on campus:

◇ Ordinary student apartments: 4 people rooms equipped with single beds, air-conditioner, internet (Wifi), desk & chair, wardrobe, water dispenser; the bathroom equipped with electric water heater and washing machine. (500 yuan/month, per person)

◇ Apartments with two-bedroom or three-bedroom: the bedrooms are divided into single rooms and twin rooms equipped with single beds, air-conditioner, internet, desk & chair, wardrobe; the living room equipped with furniture, TV, water dispenser, etc; the kitchen equipped with refrigerator, microwave oven, induction cooker, cooking utensils, etc; the bathroom equipped with electric water heater and washing machine, etc. (Single room: 2000 yuan/month, per person; Twin room: 1000 yuan/month, per person)

Note: Every student should pay 1000 RMB for an accommodation deposit. It will be refunded after the check of your room.

医疗保险

中国政府要求来华留学生在华学习期间必须购买保险。不按规定购买医疗保险，学校将不予办理报到注册手续。医疗保险费用：约 600 元/人/年（45 岁以下）。

Medical Insurance

The Ministry of Education of China requests that each foreign student studying in China should have to buy health insurance. Health insurance fee: around 600RMB/year/person (age under 45).

联系方式

广州城建职业学院外事办公室（国际交流中心）

联系人：邝博文；朱春娥

电 话：86-20-87998802

传 真：86-20-87976915

网 址：www.gzccc.edu.cn

邮 箱：gzccc_intl@outlook.com

地 址：中国广东省广州市从化区环市东路 166 号

邮 编：510925

Contact US

Contact Person: Mr. MARIUS KWONG and Ms. JULIA ZHU

Tel: 86-20-87998802; Fax: 86-20-87976915

E-mail: gzccc_intl@outlook.com

Website: www.gzccc.edu.cn

Mail: Foreign Affairs Office (International Exchanges Center)

Guangzhou City Construction College

166 Huanshi Dong Road, Conghua, Guangzhou

Guangdong, PR China 510925

广州城建职业学院外国留学生入学申请表

GUANGZHOU CITY CONSTRUCTION COLLEGE APPLICATION FORM FOR INTERNATIONAL STUDENTS

护照姓名 Name in passport	姓/Family name		中文名 Chinese name	照片 Photograph
	名/Given name			
国籍 Nationality		护照号码 Passport No.		
出生日期 Date of birth	年 月 日 year month date	男 <input type="checkbox"/> Male 女 <input type="checkbox"/> Female	婚姻状况 Marital status	已婚 <input type="checkbox"/> Married 未婚 <input type="checkbox"/> Single
出生地点 Place of birth			宗 教 Religion	
最后学历/ Highest education level:			职 业 Occupation	
工作或学习单位/Employer or school affiliated:			母语/Native language	
永久通讯地址/Permanent mailing address:				
电话/Tel: _____ 传真/Fax: _____ E-mail: _____				
目前通讯地址/Current address if different from above:				
电话/Tel: _____ 传真/Fax: _____ E-mail: _____				
申请学习时间 Study duration	从/From _____ 年/Y _____ 月/M _____ 日/D 到/To _____ 年/Y _____ 月/M _____ 日/D			

现有汉语水平/Check the appropriate box to indicate the number of Chinese words you know.

None about 200 about 600 about 1000 over 2000

申请学习类别/Program applied for:

1. 专业或课程/Major or courses:

2. 教育类型/ Education types:

- ① 汉语进修生/Chinese language student
- ② 专业研修生/Advanced student
- ③ 大专生(学制 3 年)/ College diploma student
- ④ 短期专业技术培训/Short-term professional training

● 用汉语学习专业的留学生，需通过 HSK 考试 4 级。

International students, who will study their majors in Chinese language, need to pass HSK level 4.

经费来源保证人的通讯地址/电话/Sponsor's mailing address:

Tel:

E-mail:

保证人签字/Sponsor's signature:

日期/Date:

家庭主要成员/Family members:

姓名/ Name

关系/ Relation

电话和传真/ Tel. & Fax

本人简历(从高中开始)/Curriculum vitae (Starting from high school) :

单 位

时间 (年月——年月)

职务

school & employer

years attended (from/to)

Position

我愿意到广州城建职业学院学习，在校学习期间保证做到下列各项：

1. 遵守中华人民共和国法律。
2. 遵守学校的各项规章制度，努力学习。
3. 按时缴纳学校规定的各项费用。
4. 上述各项中填写的内容是真实无误的。

I am willing to study at GZCCC. I pledge the following terms during my study:

1. I will abide by the laws of the People's Republic of China.
2. I will study industriously and observe all rules and regulations of the college.
3. I will pay all expenses on time.
4. All the information in this form is true and correct.

学生本人签字/Applicants signature:

日期/Date:

联系地址/Address:

中国广东省广州市从化区环市东路 166 号 邮政编码：510925

广州城建职业学院外事办公室（国际交流中心）

Foreign Affairs Office (International Exchanges Center)

Guangzhou City Construction College

166 Huanshi Dong Road, Conghua, Guangzhou, Guangdong, PR China 510925

Tel: 86-20-87998802 ; Fax: 86-20-87976915

E-mail: gzccc_intl@outlook.com

Website: www.gzccc.edu.cn