

Exchange Students Application Procedure

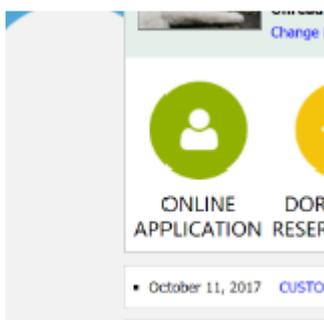
Applications can only be submitted online, according to the process below:

Please note if you prepare to renew your passport, please renew it before you apply. Once you applied, your passport number cannot be amended and it will influence your visa application.

1. Go to: <http://study.bfsu.edu.cn>



2. Register and follow the application process step by step, submitting all the material required.



(1) exchange students need to Choose Inter-school exchange student as follows:

Choose your program:

Inter-school exchange student

Foreign students who are willing to participate in the exchange program and study at Beijing Foreign Studies University may inquire the International Offices of their home universities for more information about the program. (Student Exchange Agreement signed between home university and Beijing Foreign Studies University). Then, offer a letter of nomination from the Exchange Program Office of the student's home university.

Individuals at their own expense

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(2) Then choose General visiting Student as follows:

 北京外国语大学 国际学生入学在线申请
Online Application For International Students

[Home](#) [Application](#) [Application Query](#) [Inbox \[unread:0\]](#)

please choose your type :

Master Student

Undergraduate Student

General Visiting Student

Applicants should come from the BFSU-XXX University Exchange Program. For stu
February to May.

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(3) And then find your home university's name , for example as below. Then start to apply please.

 北京外国语大学 国际学生入学在线申请
Online Application For International Students

Welcome! 010623 Sign out +010-6111-4100

[Home](#) [Application](#) [Application Query](#) [Inbox \[unread:0\]](#) [Outbox](#) [Message to Administrator](#)

Item List (total: 20)

Name	Operation
Sciences Po Bordeaux	Apply

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Please note:

- Selected applicants will receive a notice of acceptance together with instructions about registration details including time and airport pick-up, a campus-map, insurance information, etc. If you want to take our airport pick-up, you just read the time schedule carefully and follow the time, no need to do any reservation for airport pick-up. **We will send all admission documents to your home university International Office together. So you can write your university's address in your application.**

2. Applicants must regularly check the **mailbox at the email address submitted** during the application process. BFSU may require further materials and may need to contact the applicant for any clarification. Applicants need to check their online application status regularly and pay application fee (if necessary) in time.
3. **Dormitory** for new students will be arranged by BFSU. New students do not need to reserve dormitory. The dormitory can be either on-campus or off-campus.
4. Applicants shall register at BFSU within the required time period to begin their course of choice. Applicants shall go to Ms Tang Xia of BFSU Overseas Students Affairs Office to choose cross-department courses within two weeks at the beginning of the semester.
5. About the **custody release form**:

The guardian must be a person with financial source, so he or she should not be a student and yourself. The guardian should also be available when the university contacts him or her for issues concerning the student. Please be noted that both custody release and a copy of the guardian's ID card or passport need to be uploaded. All the students must submit the custody release form.
6. **The guarantor in China charging you case** doesn't mean a Chinese guarantor, it means if the student has any urgent affairs in China, the person whom our university can contact with to charge the student' affairs. Of course we appreciate if the guarantor can be Chinese or someone stay in China. But if the student doesn't have such a person in China, students can write their parents' information or other people who are the same as their guarantor.
7. All the students only **are allowed to arrive in China 5 days before registration date**. Otherwise, nobody can deal with your visa and our university will not be responsible for anything if you have any visa problem at that time.