

Management Measures for Students of Hunan City University to Study and Intern Abroad

To further broaden the international perspective of our students and enhance their comprehensive quality and professional competitiveness, the school encourages and supports students to actively participate in overseas exchange programs, overseas internships, etc. In order to standardize management and ensure that all aspects of student selection, course study arrangement, credit recognition, etc. can be carried out healthily and orderly, this management method is specially formulated.

I. Selection criteria

1. Good moral character, support the Four Cardinal Principles, and abide by the law.
2. The average grade of the courses taken should, in principle, be in the top 30% of the class.
3. Meet the requirements set by the school for CET-4/6 (depending on the program), and also meet the foreign language requirements of the foreign school or internship unit.
- 4 Be in good health and meet the national physical examination standards for entry and exit.
5. Meet the professional requirements for students in the overseas program.

II. Selection methods and procedures

1. The school will notify the selection requirements, project content, location and other relevant information through the school or department website.
2. The selection will be conducted strictly in accordance with the principles of openness, impartiality and fairness, in compliance with the requirements of the corresponding agreement, through voluntary application by students, preliminary review by colleges, review by the Academic Affairs Office, final review by the

International Cooperation and Exchange Office and recommendation by the school.

3. Applicants should fill out the "Hunan City University Student Overseas Application Filing Form", "Hunan City University Application Form for Mutual Recognition of Course Credits for Students with Changes in Academic Status", "Commitment Letter for Parents of Overseas Students" and "Personal Safety Disclaimer", and submit them to the Office of International Cooperation and Exchange after approval by their respective colleges and academic affairs offices.

4. Once selected, the school will publish the list of students who will have the opportunity to study and intern abroad on the Internet and sign the relevant agreements.

III. Requirements for Students in the program

1. All overseas programs are under the unified management of the Office of International Cooperation and Exchange of the school. Anyone who arranges to study or exchange abroad on their own must obtain the approval of the Office of International Cooperation and Exchange.

2. Students should comply with the guidance and arrangements of the International Cooperation and Exchange Office and foreign schools and internship units. After returning to school, they should report their study and work to their respective colleges and the International Cooperation and Exchange Office, and complete the study and internship tasks carefully.

3. During their study abroad, students should abide by the laws, regulations and religious beliefs of the country they are in, as well as the rules and regulations of the overseas study and internship units. If necessary, they can contact the Chinese embassy or consulate in the local area. They must not engage in activities inconsistent with their status or any matters that harm the interests, honor and image of the country and the school.

4. After completing the study or internship, students should return to school on time, not stay abroad, and should complete the corresponding study tasks as required

by the school.

5. Unless there are special circumstances of force majeure, students shall not violate the relevant agreements that have been signed at will, otherwise they shall bear the liability for breach of contract stipulated in the agreement.

IV. Student credit recognition applicable items and others

1. Credit Recognition: Exchange students selected by our university will continue to retain their student status at our university during their study abroad, and the following recognition principles will be made regarding their examination results and credits: After completing the courses explicitly required by the foreign university during the exchange period, choosing more than two courses in one semester and more than four courses in one academic year and achieving qualified grades, the university will exempt the student from the examinations of the courses required during the exchange period. The recognition of credits for the main core courses of each major will be reviewed and approved by the Academic Affairs Office. During the exchange period, the grades of all subjects in our school will be entered, taking the arithmetic mean of the class average and the highest class score; 5 points will be added for each subject if the foreign grade is above C; An additional 10 points will be added to each subject for an A grade abroad. In terms of scholarship eligibility, exchange students who exchange for one semester within one academic year and have a grade of B or above during the exchange period abroad will be evaluated based on the grade of the other semester in that academic year; If you exchange two semesters within one academic year, you will not be eligible for the scholarship.

The student's overseas internship program, if the internship position is basically in line with the requirements of the internship course of the major studied, may be recognized as the student's graduation internship grade or be regarded as obtaining the corresponding internship course credits after review by the college and approval by the Academic Affairs office.

2. Other matters: If a student is unable to take the examination at the unified time of the school due to short-term study or internship abroad, the missed subjects will be postponed for free or made up. The regular score of the student will be counted as 30% in accordance with the regular score calculation method in the retake

examination and grade management provisions of the "Regulations on Course Retake Management of Hunan City University".

Students must complete credit training for their major within six years from the date of obtaining their student status

The training requirements (including credit recognition during study abroad) are required to obtain a graduation certificate.

V. Supplementary Provisions

This regulation shall come into effect as of the date of this document. The Academic Affairs Office and the Office of International Cooperation and Exchange are responsible for interpretation.