

南方科技大学本科生境外学习资助管理 实施办法

第一章 总则

第一条 为服务国家经济社会发展和人才强国战略,提高我校国际化水平,培养具有家国情怀、国际视野,通晓国际规则、具有创新意识和国际竞争力的人才,按照南方科技大学“国际化”办学目标的要求,鼓励学生参与国(境)外学习交流(以下统称“境外学习”),并适当提供资助,特制定此办法。

第二条 学生境外学习资助金管理由国际合作部、教学工作部、学生工作部合作完成,根据公平、公正、公开的原则,兼顾普惠、择优和助困。

第三条 所资助的境外学习项目指我校与国外及港澳台地区高校合作举办或学生自主申请的境外学习项目,包括本科阶段校际交流(学分课程)、短期课程、科研营、联合培养等项目,不包括学术会议。

第四条 资助对象为我校正常注册的在籍全日制本科生,原则上,资助期为四年学制的学期内。

第五条 本办法所涉及金额的单位均为人民币。

第六条 优先资助首次申请境外学习资助的学生。

第二章 资助申请

第七条 基本申请条件：

（一）热爱祖国，具有良好的公民素质，无违法违纪记录，有学成回国为学校、社会服务的事业心和责任感；

（二）身心健康，成绩良好，热心参加社会实践和公益活动：原则上，学生需所修课程累计 GPA 不低于 2.7 分（4 分制），大一第一学期学生可不参考累计 GPA；

（三）达到境外学习项目的录取条件，申请时须提交境外大学、机构的正式邀请函或录取信。

第八条 资助类型及标准：

（一）短期项目资助：

短期项目指为期一周以上、一学期以下的短期项目，包括专业课程项目、短期科研项目、短期科研实习、文化语言类项目。免学费项目资助金总额相应减半。

S1 类资助金：3.5 万元/人，贫困生额外资助 1 万元。

S2 类资助金：2.5 万元/人，贫困生额外资助 1 万元。

S3 类资助金：1.5 万元/人，贫困生额外资助 1 万元。

（二）长期项目资助：

长期项目是指我校一学期以上的境外学习项目，项目类型包括学期交流、交换项目、联培项目、学期科研等项目。参与一学年或联合培养项目的学生可在项目第二学期再次申请资助，获批后可获得与第一学期同等金额资助。免学费项目如交换项目、科研项目等，资助金额相应减半。

L1 类资助金：资助金额 10 万元，贫困生额外资助 2 万元。

L2 类资助金：资助金额 8 万元，贫困生额外资助 2 万元。

L3 类资助金：资助金额 6 万元，贫困生额外资助 2 万元。

（三）特殊项目资助：

1. 英才计划资助：高考成绩排名省理科前 200 名的我校优秀学生，且进入当年度世界大学综合排名全球前 10 名的大学学习一学年的学分课程项目，给予 40 万元/人的资助。

2. 我校重点项目资助：根据项目情况确定资助金额。

3. 院系、书院特色项目资助：院系和书院可自行开发特色海外学习项目，实现学校人才培养战略重点、自身建设目标，或高水平专业人才培养战略目标。该类项目须向国际合作部申报，并经境外学习资助评审委员会评审通过，立项后确定资助金额，该类奖学金无贫困生额外补助。院系和书院可为学生增加额外资助，资助经费由院系和书院提供。该类项目须由院系和书院负责评审学生资助申请，并进行公示。院系和书院需在学生派出前将公示名单和资助金额发送至国际合作部备案。

4. 特困生全额资助：为了助力更多贫困学子能够走出国门，拓展视野，丰富学习阅历、提升综合素质，特增设特困生境外学习全额资助金，申请该项资助的学生须为学生工作部认定的特困生，国际合作部将在初审后安排面试评审，择优选拔资助获得者。资助内容一般为学费、一次往返国际旅费和资助期限内的生活费。生活费包括伙食费、住宿费、注册费、书籍资料费、医疗保险费、签证费等，生活费标准以《财政部 教育部 关于调整国家公派留学人员奖学金和艰苦地区补贴标准的通知》（财科教

(2019) 6 号) 文件资助标准为准。每名特困生在四年学制内最多可获得一次该项资助。

第三章 资助评定及发放

第九条 国际合作部牵头成立境外学习资助评审委员会，由国际事务分管校领导担任评审委员会主任，原则上由国际合作部部长担任常务副主任，评审委员会成员由理学院、工学院、商学院、教学工作部、国际合作部、学生工作部、教授会、学生会等单位派员组成。评审委员会可下设执行委员会，制定内部工作流程并议定资助金评审细则。

第十条 学校资助评定重点考察学生的综合素质、专业成绩、出国交流的预期目标及学习计划、参加社会实践和公益活动情况、品德修养及身心健康情况等。

第十一条 资助评定流程

(一) 发布项目

国际合作部向学生发布我校合作境外学习项目通知，通知包括项目介绍、申请信息等。

(二) 资助申请

资助申请面向参加我校境外学习协议项目即将派出或自行联系境外高校并获得录取即将派出的学生。学生须在出境学习交流前提交资助申请，否则不予资助。学生提交以下各项材料：

1. 《南方科技大学国际交流项目资助申请表》
2. 《南方科技大学离校交流学业修读计划表》

3. 成绩单（须与申请境外学习项目时所提交的成绩单一致）
4. 境外大学、机构的正式邀请函或录取信
5. 外语水平证明
6. 其他辅助材料

（三）资助评审

1. 教学工作部：审核学生 GPA（以申请项目时的 GPA 为准）和英语成绩。
2. 学生工作部：审核学生贫困资格，提出贫困补助意见。
3. 国际合作部：审核境外学习项目及录取情况。
4. 境外学习资助评审委员会根据学生综合情况评定学生是否获得资助及资助类型和标准。

说明：

（1）资助评审原则上以学生申请资助时的项目资助类型为准，如学生在外学习期间因故将短期项目转换为长期项目，资助评审结果维持不变；如因故将长期项目转换为短期项目，资助类型和标准相应调整。

（2）海外交流资助应在四年学制内有效（因身体原因休学、参军等特殊情况，经批准后才能申请资助），学校不接受因境外交流而无法按期毕业学生的资助申请。

5. 国际合作部公示获得资助名单，公示期不少于 5 个工作日。如对资助有异议，学生须于公示期内提出，超出公示期不予受理。

（四）资助发放

1. 短期项目资助：项目结束后一次性发放。

2. 长期项目资助：资助金分两次发放，境外学习项目开始和结束后各一次，每次发放 50%。大四下学期参加国际交流并获得资助的学生的资助金将在大四毕业审核通过后一次性发放。

3. 特殊项目资助：由院系或相关部门协商发放时间。

4. 若境外合作院校要求项目费用须由我校直接汇款至外方院校，资助金将由我校直接汇款给外方。

5. 学生回国后须向国际合作部提交交流学习报告、出入境记录、境外学习成绩单及其他所需文件，如学生在外期间学术及综合表现不佳，学校可取消其获得资助金资格，学生需退回预支的资助金。

6. 国际合作部将资助名单及数额提交财务部，财务部向受资助学生发放资助金。

第四章 学生派出与管理

第十二条 学校加强对境外学习学生的管理，学生出境前需填写《南方科技大学本科生离校交流学习学籍备案申请表》并交教学工作部备案，具体参见《南方科技大学境外学习管理办法》。

第十三条 学生派出前须与学校签订《境外交流学习协议书》，提交《学生声明》及《家属声明》至国际合作部备案。

第十四条 学生在外期间，应遵守所在国法律法规、《境外交流学习协议书》等有关约定，自觉接受学校和我国驻外使（领）馆的管理。

第十五条 境外学习学生应按协议约定完成学习计划，按期

回国。回国后须依本办法第十一条第（四）项第5款向国际合作部提交相应文件。

第十六条 国际合作部对学生提交的材料进行确认，并向学生工作部、教学工作部提交履行协议的学生名单，学生方可在下一学期的开学注册期到教学工作部办理新学期注册。

第十七条 对接受资助的学生实行“签约派出、违约无资助”。凡未经批准放弃资助资格、不按期派出、中途退出项目、派出后逾期不归、违反校纪校规及学习态度不端正者，均无资格获得资助金，并须退回已发放资助金。情况严重者将给予学校纪律处分。

第十八条 境外学习学生与获得资助有关的论文、研究项目或科研成果在成文、发表、公开时，应注明“本研究/成果/论文获南方科技大学学生境外学习项目资助”。

第五章 附则

第十九条 如因学校实际需要或境外学习项目发展情况需修改本办法，由相关部门提出书面修改申请，经国际合作部、教学工作部、学生工作部审核同意后，向全校公布生效。

第二十条 本办法自发布之日起执行，由国际合作部、教学工作部、学生工作部依据职责进行解释。

Regulation for the Management of Study Abroad Program Scholarships for Undergraduates of the Southern University of Science and Technology

Chapter 1 General Provisions

1.1. These rules are formulated to encourage students to participate in study exchanges in overseas countries or in Hong Kong, Macao and Taiwan (hereinafter referred to as “study abroad programs”) and provide appropriate scholarships for them in accordance with the requirements to achieve the goal of establishing SUSTech as a world-class university, so as to serve the economic and social development of China and the strategy of strengthening the nation through human resource development, and to cultivate talents with an international perspective, the knowledge of international rules, and global competitiveness who are innovative and eager to serve their country.

1.2. As per the principle of fairness, impartiality and transparency, the study abroad programs for undergraduates are co-managed by SUSTech Global, the Office of Teaching Affairs, and the Office of Students Affairs to benefit all undergraduates on the basis of a competitive selection process and in consideration of support for underprivileged students.

1.3. The term “study abroad programs” refers to ones which are jointly initiated by SUSTech and universities or institutions located overseas or in Hong Kong, Macao and Taiwan, as well as those to which students apply independently. This includes interuniversity exchange programs (credit courses), short-term courses, research programs, degree programs and other relevant programs for undergraduates (academic conferences excluded).

1.4. In principle, the scholarship is only provided to SUSTech undergraduate students who are enrolled full-time within four academic years.

1.5. The scholarship involved in the present regulation is denominated in RMB.

1.6. Priority shall be given to students who apply for the scholarship for study abroad program for the first time.

Chapter 2 Apply for the Scholarship

2.1. Qualifications

(1) Students who hold a positive view of China, show good character and civic responsibility, have no record of violating laws and university regulations, and demonstrate ambition to contribute to SUSTech and society after completing the study abroad programs;

(2) Students who are in sound mental and physical health, have shown outstanding academic performance, display enthusiasm in social practice and public welfare activities. In principle, for sophomores and upperclassmen, applicants should have obtained a GPA of no less than 2.7 / 4.0. For freshmen of the first semester, the GPA may not be taken as a reference;

(3) For students who have been admitted by a study abroad program, a formal invitation letter or admission letter from the overseas university or institution shall be submitted when applying for the scholarship.

2.2. Type and Amount of the Scholarship

2.2.1. Short-term programs

Short-term programs refer to those lasting for more than one week but less than one semester, including programs for academic courses, cultural and language

study or courses of specific majors, short-term research programs, short-term research internships, and cultural and language study. The scholarship for tuition-free programs will be halved. Scholarships will be divided into 3 categories.

- S1 Scholarship: 35,000 RMB / person, 10,000 RMB extra for underprivileged student.
- S2 Scholarship: 25,000 RMB / person, 10,000 RMB extra for underprivileged student.
- S3 Scholarship: 15,000 RMB / person, 10,000 RMB extra for underprivileged student.

2.2.2. Long-term programs

Long-term programs refer to study abroad programs lasting more than one semester, including Semester Programs, Degree Programs, Semester Research Programs, etc. Students who participate in programs lasting for one academic year or regular Degree Programs can start their second scholarship application at the beginning of the second semester of the program. The scholarship, if approved, will be of the same amount as that for the previous semester. The scholarships for tuition-free programs such as specific exchange programs and research programs will be halved. Scholarships will be divided into 3 categories.

- L1 Scholarship: 100,000 RMB/person, 20,000 RMB extra for underprivileged student.
- L2 Scholarship: 80,000 RMB/person, 20,000 RMB extra for underprivileged student.
- L3 Scholarship: 60,000 RMB/person, 20,000 RMB extra for underprivileged student.

2.2.3. Special programs

(1) Talent Plan: Outstanding SUSTech students ranking within the top 200 among science students in the national college entrance examination and admitted by the 10 best universities in the world to participate in the credit course programs for one academic year will receive the scholarship of 400,000 RMB / person.

(2) SUSTech Key Program: The amount of the scholarship will be determined by programs.

(3) Featured Program: Departments, colleges and residential colleges can develop study abroad programs with specific characteristics and objectives such as the realization of SUSTech's strategic priority of talent training, their own development targets, or the strategic goal of cultivating high-level talents. Such programs shall be reported to SUSTech Global and approved by the Scholarship Adjudication Committee for Study Abroad Programs before the amount of scholarship is determined. Extra scholarships for underprivileged students are not available for this type of scholarship. Departments, colleges and residential colleges can provide additional scholarships for students at their own expenses. They are responsible for reviewing the students' applications for such programs and for publicizing the final results. Before sending students abroad, departments, colleges and residential colleges shall report the publicized final result and the scholarship amount to SUSTech Global for record.

(4) Full scholarships for the most underprivileged students: This scholarship is established to help the most underprivileged students to study abroad, broaden their horizon, enrich their learning experience and elevate their overall competence. Applicants to this program must qualify as most underprivileged students, as certified by the Office of Students Affairs. After the preliminary review, SUSTech Global will arrange interviews and select the most qualified candidates. The scholarship normally includes tuition fees, one round-trip travel expenses, and the costs of living during the funded study period. The living expenses cover the

expenses for board, registration, books and materials, and medical insurance, fees for visa services, etc. The standard of living expenses shall be subject to the funding standards stipulated in the document issued by Ministry of Education and Ministry of Finance. This scholarship can only be granted to the same student once within the four undergraduate years.

Chapter 3 Evaluation and Distribution of the Scholarship

3.1. SUSTech Global takes the lead in establishing the Scholarship Adjudication Committee for Study Abroad Programs, with the Vice Provost (Global Strategy) and Director of SUSTech Global serving as committee chair. In principle, the Director of SUSTech Global serves as Deputy Director, and the other committee members constitute by the personnel from the College of Science, the College of Engineering, the Business School, the Office of Teaching Affairs, SUSTech Global, the Office of Students Affairs, the Faculty Committee, the Student Union, etc. The committee may set up an executive committee to formulate an internal working procedure and review the detailed rules for scholarship.

3.2. The evaluation of candidates will consider the students' overall quality, their academic performance, the presumptive goals of exchange programs, the study plan, the students' involvement in social practice and public welfare activities, their moral character, mental and physical health, etc.

3.3. Application and Evaluation Procedure

3.3.1. Notice of program information

SUSTech Global will issue information notices about study abroad programs of

partner universities, including program summaries and application information, etc.

3.3.2 Application for the scholarship

The scholarship is provided for students who are about to study abroad after receiving the offer from a SUSTech partner institution or a different overseas university to which the student has applied independently. Only students who submit the required materials before the start date of the study abroad program will be funded. The materials required are as follows:

1. *Completed Application Form for the SUSTech Scholarship for Study Abroad Programs*
2. *The Study Plan for the Overseas Exchange*
3. The academic transcript (consistent with the one used in the application to the program)
4. A formal invitation letter or admission letter from the admitting overseas university or institution
5. A certificate of English language proficiency
6. Other supporting materials as determined by SUSTech Global

3.3.3. Scholarship evaluation

1. Office of Teaching Affairs: Reviews the applicants' GPA and the results of their English proficiency tests.
2. Office of Students Affairs: Reviews the eligibility of underprivileged students and assesses if the students qualify for the scholarships for underprivileged students.
3. SUSTech Global: Reviews the study abroad programs and program status.

4. The Scholarship Adjudication Committee for Study Abroad Programs: Decides whether the students can be granted a scholarship and determines the category and amount of scholarship based on the student's overall performance.

Notes:

(1) In principle, the actual scholarship type should be consistent with the type that the student applies for. If for some reason a short-term study abroad program is replaced by a long-term one, the evaluation decision remains unchanged; in the opposite case, the scholarship type and amount will be adjusted accordingly.

(2) The scholarship for study abroad programs shall only be valid within the four undergraduate years (in special cases such as a suspension of school due to poor physical health, enlistment, etc., a scholarship application can only be submitted after preliminary approval from SUSTech). Students who fail to graduate on time due to study abroad will not be funded.

5. SUSTech Global will publicize the result of the scholarship evaluation for no less than 5 business days. Objections, if any, should be raised during the publication period. Later objections will not be considered.

3.3.4. Scholarship distribution

1. Short-term programs: The scholarship will be granted in a lump sum upon the completion of the program.

2. Long-term programs: 50% of the scholarship will be granted at the start and upon the completion of the program, respectively. For seniors who acquire the scholarship for study abroad programs in the second semester, the scholarship will be given out in a lump sum after gaining the qualification for graduation.

3. Special programs: The scholarship distribution is subject to the decision of the pertinent colleges, departments or offices.

4. In cases where partner institutions require to receive program fee from SUSTech, the scholarship will be remitted by SUSTech to the partner institutions offering the study abroad programs.
5. After returning to China, students shall submit to SUSTech Global their study report, the arrival and departure records, the transcript of their study abroad and other required documents. In the event of poor academic performance or any negative comportment during the study abroad period, SUSTech may cancel the scholarship for the students and demand the refund of the upfront scholarship.
6. SUSTech Global shall pass the name list of scholarship winners and the amount granted to the Office of Finance for the remittance.

Chapter 4 Student Dispatch and Management

- 4.1.** To enhance the management of study abroad students, the students need to fill in and submit the *Application Form of SUSTech Undergraduates for the Filing of Student Records during Study Abroad* to the Office of Teaching Affairs in reference to the *Regulations of SUSTech on the Management of Study Abroad* before setting out for the study abroad programs.
- 4.2.** Before setting out for their abroad study, the students shall sign with SUSTech the *Agreement on Exchange and Study Abroad* (hereinafter referred to as “the Agreement”), and submit the *Declaration of Student* as well as the *Declaration of Student’s Family* to SUSTech Global.
- 4.3.** During their stay abroad, the students shall abide by local laws and regulations, the rules as determined in the Agreement, and as set by the management of SUSTech and the Chinese Embassy or Consulate in the host country.
- 4.4.** The students shall implement the plan of study abroad as per the Agreement

and return to China on schedule. After returning to China, the students need to submit the documents required in this regulation to SUSTech Global.

4.5. Only after SUSTech Global has reviewed the materials from the students and submitted them to the Office of Students Affairs and the Office of Teaching Affairs, are those students who have fulfilled the Agreement allowed to register in the Office of Teaching Affairs for the new semester during the regular registration period.

4.6. All funded students shall sign the Agreement and will be disqualified in case of any breach of the Agreement. Those who give up the qualification for scholarship without approval, fail to start their study on schedule, withdraw from the programs, fail to return to SUSTech on time after the completion of study, violate the rules and discipline of SUSTech and host university, and underperform in their study are disqualified from the scholarship and shall return the amount of scholarship already remitted to them. In case of severity, disciplinary actions will be imposed by SUSTech.

4.7. Any research paper, research project or other research outcome that is published or publicized and which originated within the funded study period, must provide this acknowledgment: "This research / research paper (etc.) was funded by a study abroad scholarship granted by the Southern University of Science and Technology".

Chapter 5 Supplementary Provisions

5.1. If the revision of this regulation is needed in consideration of the development of SUSTech or study abroad programs, the departments or offices concerned shall submit a written application for deliberation and approval by SUSTech Global, the Office of Teaching Affairs and the Office of Students Affairs. The revised version shall be publicized to all SUSTech members and come into force once approved.

5.2. This regulation shall come into effect as of the date of promulgation and be duly applied by SUSTech Global, the Office of Teaching Affairs and the Office of Students Affairs in accordance with their duties.

5.3. In case of any discrepancy between English version and Chinese version, the Chinese version shall prevail.