

# Frequently Asked Questions-1

## Chinese Bridge Summer Camp for US High School Students

### Application Related:

1. When can we apply and what is the application process?

If I understand correctly, most Confucius Institutes have started the advertising. If you have already developed your own application package as the CI at Oklahoma University, that's great. If not, please refer to the attached Hanban application form and the package from CI at Oklahoma for your use and reference. Here is an adjusted timetable for the program:

Date	Work Schedule	Person in Charge/Contact
End of April	Confucius Institute's (CI) Decision to Participate and preparation of preliminary recruitment	Hanban , CI
Early May	The Application Form issued by Hanban, Determination by CI as to who will be in charge of the program; Providing information on persons to contact, and filing applicants materials	CI
End of May	End of Application	CI
Before June 6th	CIs providing preliminary candidate rosters to HB, which will approve them as they are submitted	CI and Hanban
Before June 12th	Announcing approval of applications and finalizing rosters	CI
Before July 12th	Organizing lead teachers to meet with participating students and conduct a before -departure training program	CI
July 12th	Departure	CI
July 13th	Meeting Delegations at the airports	HB/Provincial Department of Education (PDE)
August 3rd	Sending off delegations back home at airports	PDE
Before August 15th	Lead teachers/Chaperones and Provincial Department of Education submitting program reports	CI and PDE

For the application process, our suggestion is:

- (1). CI advertises, collect visa and air ticket related information
- (2). Students apply.
- (3). CI recommends Students to Hanban by submitting basic information
- (4). Hanban respond to recommendation (we normally accept CI recommendations readily on a rolling basis, if the students meet our requirement; given the time pressure, we promise to respond within one day upon receipt of the information)
- (5). CI confirm acceptance for Students and give students visa and air ticket booking information
- (6). Students pay registration fee (This can also be made earlier), fill in related forms, have their parents sign waiver forms
- (7). Students complete the visa application and air ticket booking process
- (8). CI confirms chaperones and finalizes related arrangement

Please note: it is the students' obligation to ensure the passport, visa, and air ticket preparation before their departure to China. CIs can help organize the students with these preparations.

2. What is the minimum number for each group?

The minimum number for each group is 30. However, we can combine two mini groups from two CIs into one group.

3. Should we stick with our proposed quote?

We are planning to have 500 students for the program; we can accept students as long as we do not exceed this number. So if you have more students applying than your proposed quote, please feel free to send us the application information.

4. Do we collect all the applications in-house and then send them on to you? At the beginning stage, we do not need all detailed information; just send us a form including basic information about the recommended students, so that we can review and get back to you very quickly. We would only need the application forms with detailed information and a summary form 3 weeks prior to the departure of each group (we will send you the standard summary form).

5. When is your deadline?

We would appreciate it if CIs could complete the recruitment at the end of May. We will stop reviewing application on June 6<sup>th</sup>.

6. Will everyone that we recommend be accepted?

We would only reject recommendation from CIs if a student marginally meets our expectation.

7. Is the program limited to only beginning Chinese students or can intermediate/advanced level Chinese students apply as well (i.e. Chinese II and Chinese III students)

The program is more suitable for beginner level students or even for students with no prior Chinese learning experience, but we would be happy to accept some Chinese II and Chinese III students if CIs thought this program will benefit them greatly and that the students from one group can be divided to no more than 3 mini study groups.

8. Can 9<sup>th</sup> graders attend as well? Or is the program limited to 10-12 graders? We can accept 9<sup>th</sup> graders, as long as there is no more legal requirement for them to participate in study abroad programs (for instance, age limit?).

### **Itinerary and Activity related:**

9. Where will the students go before Henan? Can we send our group to our partner school?

We plan to send the students to 8 cities or provinces prior to their 3rd week visit in Henan. They are: **Beijing, Tianjin, Jilin, Shandong, Shaanxi (where Xi'an is), Jiangsu, Hubei, Yunnan** (subject to minor changes). Each city/province will host two groups of students. We will try to provide a list of possible host schools from each province to you within one week's time.

If any CI has special preference of the host city/province, please let us know so that we could try to make arrangement to ensure that your group be assigned accordingly. We understand that CI at UCLA has asked for possibility to go to a place near Shanghai. In this case, we can try to put your students in Jiangsu province.

10. Who will design the course and activities?

The host School/University will design the specific course and activities, under the general guidance from Hanban, and with specific advice from CIs who are sending the students. Your contribution and suggestions would be very valuable to us.

11. Is swimming involved in the summer camp?

Last year, in some schools, we did have swimming pool facilities and some students went to swimming with lifeguards watching closely nearby. If any group has special concerns about swimming option for students, this can simply be avoided.

### **Chaperones, Safety and liability related:**

12. What is the requirement for teachers who may want to go? In addition, what are the responsibilities of the chaperones that accompany the kids on the trip?

We are expecting the supervising teachers/chaperones to take up the main responsibility of student management, such as:

- (1) Student organization and management together with CI and host school,
- (2) Discussion of the curriculum before and during the camp if necessary,
- (3) help with the orientation before departure,
- (4) Organize and chaperon students before departure and after arrival
- (5) Contact with parents, CI and host school, as well as trouble shoot on site issues, problems and emergencies with the host school, etc.
- (6) Observation and after camp report about the program, help organize and collect evaluation among students, etc.

A high school teacher or administrator who has similar chaperone experience would be most desirable. Of course, if a group of students come from one school and the chaperones are their teachers, it would be ideal. As long as the chaperone would take up the responsibility and the CI thinks that he/she would qualify, we have no objections.

13. We have about 8 schools that are interested in sending 2-3 kids. How should we handle the chaperones for these 15 kids--all from different schools?

Last year, all chaperones came from different school/university from where the kids came. As long as the chaperones be introduced to the kids prior to their trip and take up the responsibilities, there would not be any problems.

14. What will the health and safety protocol be like in China?

The host schools and Hanban have very strict discipline, health and safety protocols. Please be assured that the host schools are experienced in doing such programs, and we pay great attention to safety issues.

### **Travel, Insurance and Visa related:**

15. Does hanban book tickets for the Students this year?

No.

16. Do Confucius Institutes need to contact a travel agent?

We strongly suggest having a travel agent help organize the visa and air ticket issue. If the CI can do it, it would also be very desirable.

17. For Visa, do we apply for students or they need to apply individually?

There are two options, apply for a group visa (all students need to have the same arrival and departure flight, travel agency can do this with \$130 visa fee charge for each student) or have the students apply for visa individually

18. The visa policy got changed a little bit this year that applicants need to show air tickets prior to visa application, how should we deal with this issue?

We are processing our Chinese Bridge delegation application now and have not heard about this information. Can you verify this information?

19. Do the kids need to have had their passports for more than 6 months before the arrival date to be eligible to apply?

When they apply, they do not necessarily have to have that, but it is requirements for all visitors to China have a passport that is valid at least 6 months from their arrival date. In this case, since all our students will arrive on July 13, their passport expiration date needs to be after January 14.

20. Does Hanban provide medical insurance?

This year, we will only cover in China expenses. It is the students' obligation to get insurance for their 3 week study in China.

### **Cost related:**

21. Will all of the administrators' costs be covered as well?

We will only cover the expenses in China for the chaperones. For the air tickets, here is a suggestion, usually travel agency give one free ticket based on a group purchase of 10 tickets. So if it is true, this will help solve the air ticket issue for the Chaperone.