清華大學
Tsinghua University

International Scholar Handbook



Introduction

Welcome to the ***Tsinghua University International Scholar Handbook.***

Since the establishment of Tsinghua University, it has upheld the motto of "Self-discipline and Social Commitment" and the university style of "Actions Speak Louder Than Words." It adheres to an educational style featuring the "integration of Chinese and Western cultures, the connection of the past and the present, the bridging of humanities and sciences," and "being professional and devoted, and all-round development." By promoting the tradition of "Dedication to the Country and Pursuit of Excellence" and the spirit of "Humanistic Renewal," the University has cultivated generations of distinguished scholars, industry leaders, and statesmen, who have made and are making significant contributions to the country and the nation.

Higher education is inseparably linked with the development of the country and the future of the nation. Guided by Xi Jinping Thought on Socialism with Chinese Characteristics for a New Era, Tsinghua University remains committed to upholding fundamental principles while pursuing innovation. The University follows the laws governing education, innovation, and talent development, promotes Tsinghua's fine cultural traditions, and advances a path of high-quality, intensive development. With a mission-driven spirit and courage to pioneer, Tsinghua continuously promotes innovation in educational philosophy, practice, and institutional systems, fully stimulating the development of knowledge, talent, technology, and other key factors for innovation, and comprehensively enhancing the quality of its governance and education.

It is said that "a real university is found not in grand buildings but in great scholars." Faculty and staff are the cornerstone of the University's development. Tsinghua's faculty and staff members are responsible for cultivation of talent, scientific research, social service, cultural inheritance and innovation, as well as international exchange and cooperation. Chinese and international scholars form an integrated team that relies on close collaboration and harmonious teamwork. Both sides are mutually supportive and equally essential. Adhering to this approach, we continue to promote the professional growth and career development of Tsinghua international scholars. This progress serves as a microcosm of the university's reform and development, providing robust support for its high-quality growth.

This handbook is designed to provide comprehensive and practical guidance for international scholars working at Tsinghua. It introduces the university's rules and regulations to help ensure professional standards and clarify the core responsibilities of educators. Simultaneously, it aims to provide international scholars with the information they need to familiarize themselves with the campus and other aspects of working and living at Tsinghua. The Handbook also outlines the University's compensation and benefits system, as well as a wide range of resources for professional development, in order to allow international scholars to dedicate themselves to teaching, research, and other responsibilities with peace of mind.

May this handbook become a trusted guide for international scholars in the Qing Hua Yuan (Tsinghua Garden). We wish every faculty member a path to meeting your better self at an even better Tsinghua.



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PART 1

Introduction, Rules & Norms

Chapter 1
Getting to Know the University

1.1 Historical Evolution and Development

1.1.1 Historical Development

The predecessor of Tsinghua University, Tsinghua Academy, was founded in 1911 and renamed Tsinghua School in 1912. In 1928, it was renamed National Tsinghua University. After the outbreak of the War of Resistance Against Japanese Aggression in 1937, the university moved south to Changsha and, together with Peking University and Nankai University, formed the National Changsha Provisional University. In 1938, it relocated to Kunming and was renamed National Southwest Associated University. In 1946, it moved back to the Tsinghua Campus, comprising five colleges—Arts, Law, Science, Engineering, and Agriculture—with 26 departments.

After the nationwide restructuring of colleges and departments in higher education institutions in 1952, Tsinghua University became a multidisciplinary industrial university, focusing on cultivating engineering and technological talents for the country and earning a reputation as the "Cradle of Red Engineers." Following the reform and opening-up, Tsinghua University set itself the long-term goal of building a world-class university and entered a period of rapid development. The university established or restored a number of disciplines in the sciences, humanities and medicine, and founded a Graduate School and the School of Continuing Education. In 1999, the Central Academy of Art and Design merged into Tsinghua, leading to the establishment of the Academy of Art & Design, Tsinghua University. In 2012, the Graduate School of the People's Bank of China was incorporated, becoming the PBC School of Finance, Tsinghua University. With strong support from the nation and society, through the implementation of the "Project 211," the "Project 985," and the construction of the "Double First-Class" initiative, Tsinghua has made significant strides in its endeavor to build a world-class university. Tsinghua University currently comprises 33 colleges, 54 departments, and 16 academies, forming a comprehensive, research-oriented, and open university spanning 12 academic disciplines, including science, engineering, literature, arts, history, philosophy, economics, management, law, education, medicine, and interdisciplinary studies.

Scan the QR code to learn more about Tsinghua's milestones.

1.1.2 Educational Philosophy and Characteristics

The University adheres to a development path with Chinese characteristics, world-class standards, and Tsinghua's distinct spirit. It places students at the center, prioritizes scholars, grounds its work in scholarship, and upholds an academic ethos. Implementing the fundamental task of fostering virtue and nurturing talent, Tsinghua is dedicated to the critical missions of talent cultivation, scientific research, social service, cultural preservation and innovation, and international exchange and cooperation. It strives to become a globally preeminent institution of higher education and academic research, serving the nation and its people, and contributing to the progress of human civilization.

The university upholds the goal of cultivating high-caliber, high-level, versatile, and creative talents. The primary focus of Tsinghua is on full-time higher education. It practices an educational philosophy that integrates shaping values, capability building, and imparting knowledge. The University is committed to nurturing students with sound character, broad knowledge, innovative thinking, global perspectives, and a strong sense of

social responsibility, fostering a balance between comprehensive development and individual growth.

The university operates under a system where the president assumes responsibility under the leadership of the Communist Party of China Committee. It adheres to principles of independent operation, law-based governance, scientific management, democratic supervision, social participation, openness and cooperation, respecting academic freedom and ensuring scholarly governance by professors.

The university is guided by its motto of "Self-Discipline and Social Commitment," its spirit of "Actions Speak Louder than Words," and its academic culture of "Rigor, Diligence, Practicality, and Innovation."

Tsinghua carries forward the traditions of "patriotic dedication and pursuit of excellence" and the spirit of "constant renewal in the humanities." It maintains the distinctive educational characteristic of "being both politically sound and professionally competent, achieving all-round development," and advocates the academic principle of "independent thinking and academic freedom."

1.1.3 Development Goals

By 2030, even more of Tsinghua University's academic disciplines will rank among the top-tier in the world, with some reaching world-leading status. Its ability to contribute to national strategies will be more pronounced, its standing in the international arena will be significantly elevated, and its system of governance will be refined. The university will develop a higher education philosophy and an operational model with distinct Chinese characteristics and a unique Tsinghua style, propelling it into the ranks of the world-class universities.

Around the year 2050, Tsinghua will be globally renowned for its academic prestige, becoming an academic environment which is home to eminent academics and where students from all over the world aspire to study. It will make significant contributions to achieving the "Second Centenary Goal" and the Chinese Dream of national rejuvenation, as well as to promoting the progress of wider human civilization, solidifying its status as a world-leading university.

1.1.4 University Logos

The emblem of the university consists of three concentric circles forming a roundel. The outer ring displays the Chinese name of the university (in traditional characters), the English name (TSINGHUA UNIVERSITY), and the year of its founding. The middle ring features the university motto, while the center is adorned with a five-pointed star.

The university badge is a rectangular insignia bearing its name written horizontally in traditional Chinese characters.

清華大學

The university flag is a rectangular banner in the colors of the university, featuring the university emblem and the horizontal traditional Chinese and English names of the university in a side-by-side standard combination at the center. The university colors are purple and white.

Purple background with white lettering

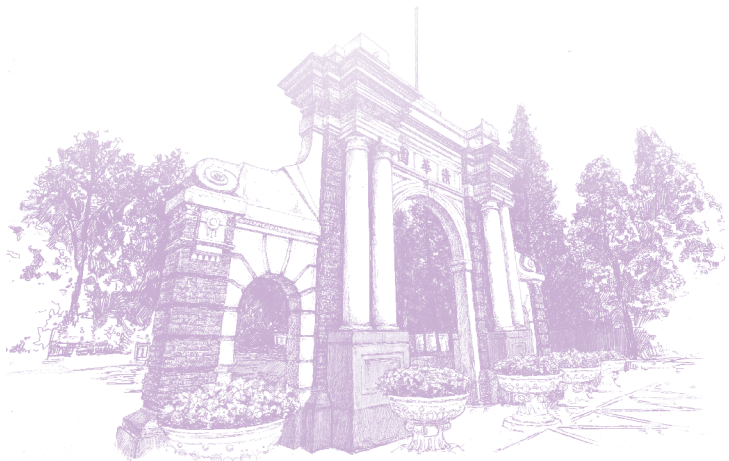
White background with purple lettering

Purple Standard Color C65 M100 Y0 K20 | R102 G8 B116 | PANTONE 259C

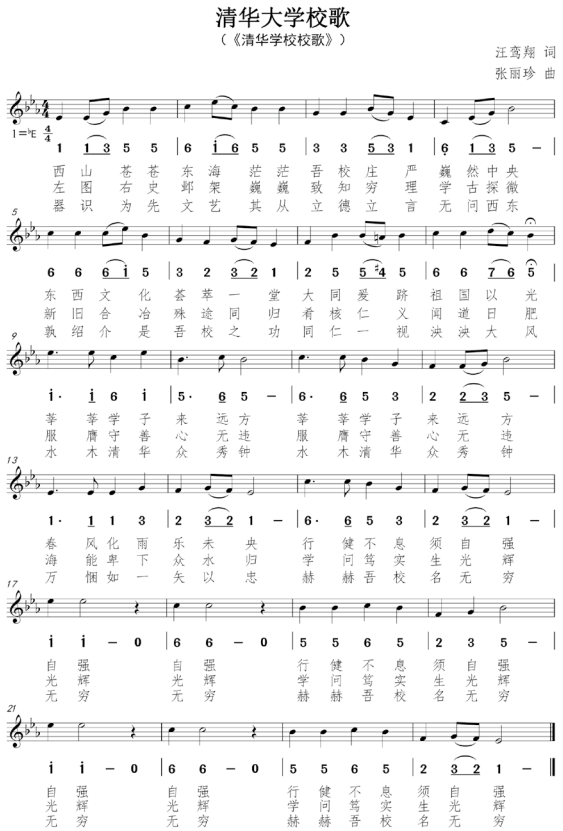
The university flowers are the redbud (Cercis chinensis) and the lilac [the purple lilac (Syringa oblata) and the white lilac (Syringa oblata var. alba)].

1.1.5 University Anniversary Day

The University Anniversary Day, which also doubles as Alumni Homecoming Day, falls on the last Sunday of April each year.



1.1.6 University Anthem



Scan the QR code to listen to the university anthem

For more resources, please log in to the "Info Portal (info) - Department Info - Publicity Department of the Party Committee / Publicity Resources" section to download.

Scan the QR code to access more publicity resources

Responsible Department: Publicity Office of the CPC Tsinghua University Committee; Contact Number: 62784524

1.2 Organizational Structure

1.2.1 Schools and Departments

Tsinghua University comprises 33 schools, 54 departments, and 16 colleges, encompassing a total of 12 disciplines, including science, engineering, literature, arts, history, philosophy, economics, management, law, education, medicine, and interdisciplinary studies.

Scan the QR code to learn more about Tsinghua's schools and departments

1.2.2 Administrative and Support Units

Tsinghua University has 36 party and administrative departments, 16 supporting service organizations, and 5 affiliated institutions.

Scan the QR code for information about administrative and support units

1.2.3 Appraisal Bodies

(1) Academic Committees

The Tsinghua Academic Committee is the supreme academic authority within the university. It was established and exercises its functions in accordance with relevant laws and regulations, taking charge of decision-making, deliberation, evaluation, and consultation on all aspects of academic affairs. It is committed to promoting the cultivation of talent and academic research, pursuing academic ideals, upholding academic freedom, promoting faculty governance, advancing academic innovation, maintaining academic integrity, promoting the building of an academic community, and ensuring that faculty play a leading role in academic affairs.

The Tsinghua Academic Committee is composed of representatives of all the university faculties. Its office is located in the Office of Academic Discipline Planning and Construction.

Scan the QR code to learn about the *Charter of the Tsinghua University Academic Committee*

The Academic Committees at the college level are the decision-making, deliberative, evaluative, and advisory bodies for academic affairs within the colleges. They operate in accordance with relevant regulations, under the authority of the Tsinghua Academic Committee, and their own charters. They are subject to the guidance and supervision of the Tsinghua Academic Committee. Members of college Academic Committees are generally professors and other faculty members with senior professional titles.

(2) Teaching Committee

The Tsinghua Teaching Committee is the deliberative, evaluative, guiding, and consultative body for the teaching affairs of the university. It is dedicated to promoting innovation in education and teaching, encouraging faculty to engage in scholarly research about teaching methods, adhering to a sustainable philosophy of teaching quality, and enhancing the overall quality of the cultivation of talent at the university. The responsibilities of the Teaching Committee are as follows: ① To deliberate on academic program offerings, plans for talent cultivation, and proposals for teaching programs; to review new courses and significant adjustments to existing courses; and to participate in deliberations on disciplinary structure, among others. ② To provide guidance on academic programs, courses, textbooks, laboratories, the basis for internships, teaching teams, teaching style and academic atmosphere, and to promote teaching reform and innovation. ③ To evaluate major teaching reforms and teaching research projects; to assess teaching achievements and teaching quality; to determine responsibility for teaching accidents; to inspect and guide on important matters such as teaching management and the development of teaching teams; and to recommend candidates for important teaching organizations and teaching management positions both within and outside the university. ④ To deliberate on important rules and regulations related to teaching. ⑤ To guide the work of the college teaching committees. ⑥ To provide consultative advice on educational and teaching reforms and talent cultivation initiatives as entrusted by the university.

Members of the Tsinghua Teaching Committee are faculty members with high academic standing and extensive teaching experience, who are familiar with educational and teaching principles, enthusiastic about educational and teaching reform, and are able to actively participate in the work of the committee. The committee is chaired by the University President, and its office is located within the Academic Affairs Office.

The Teaching Committees of colleges and departments serve as decision-making, deliberative, evaluative, and consultative bodies for academic teaching affairs within their respective units. They operate in accordance with relevant regulations, under the authority of the Tsinghua Teaching Committee, and their own charters. They are subject to the guidance and supervision of the Tsinghua Teaching Committee. The membership of these committees is made up of faculty members with senior professional titles from either the Teaching-Research track or the teaching-focused track.

(3) Academic Degrees Committee

The University Academic Degrees Committee is responsible for the overall coordination of degree conferral and the establishment and adjustment of degree-awarding programs at the university. The Committee exercises its powers in accordance with the "Academic Degrees Law of the People's Republic of China," the "Charter of Tsinghua University," and the "Charter of the University Academic Degrees Committee of Tsinghua University." Its responsibilities include deliberating on the implemen-

Scan the QR code to learn about the *Charter of the Tsinghua University Teaching Committee*

Scan the QR code to learn about *the Charter of the Tsinghua University Academic Degrees Committee*

tation and specific standards for conferral of degrees, reviewing matters concerning the addition or cancellation of degree-awarding programs, making resolutions on the conferral, non-conferral, or revocation of degrees, and studying and adjudicating on degree-related matters such as disputes over degree conferral.

The University Academic Degrees Committee is composed of professors and other faculty members with senior professional titles. It is chaired by the University President, and its office is located within the Graduate School.

Based on necessity, the University Academic Degrees Committee may establish subcommittees related to specific disciplines, specialties, or interdisciplinary fields. Each subcommittee is composed of in-service professors and associate professors (or relevant personnel with equivalent titles or qualifications) from the corresponding disciplines or specialties. The chairperson of each subcommittee is a member of the University Academic Degrees Committee.

(4) Tenure Appraisal Committee, Appraisal Committee for Professional and Technical Titles of Teachers of Ideological and Political Theory Courses

The University Tenure Appraisal Committee is the body responsible for evaluating and providing accreditation of the academic caliber and professional competence of candidates recommended for tenure-track positions within the university's Teaching-Research tracks. The Committee implements the educational policies of the Party and is dedicated to advancing the core strategy of strengthening the university through cultivation of talents, elevating the quality of its faculty, and fostering an academic ecosystem conducive to academic growth. It upholds standards of evaluation that prioritize professional ethics and value both integrity and academic ability, safeguards academic integrity, and ensures faculty play a leading role in academic affairs. The composition of the Tenure Appraisal Committee is determined by taking into account the range of academic disciplines, their scale, and status of their development, ensuring that all of the disciplines are proportionately represented. The Committee is chaired by the University President.

The University Appraisal Committee for Professional and Technical Titles of Teachers of Ideological and Political Theory Courses is an evaluative body established by the university to further strengthen the quality of those teaching ideological and political theory courses. It is responsible for deliberating on the standards of evaluation for tenure-track positions for teachers of ideological and political theory courses, evaluating and providing accreditation of the academic caliber and professional competence of candidates recommended for such positions, guiding the work of the Tenured Professors Committee of the School of Marxism, and discussing other important matters related to the evaluation process for these tenure-track positions. The Committee is composed of representatives of tenured professors from the School of Marxism, tenured professors from other relevant disciplines, and relevant administrators from the university and the School of Marxism. It is chaired by the Secretary of the University.

The executive bodies for both the Tenure Appraisal Committee and the Appraisal Committee for Professional and Technical Titles of Teachers of Ideological and Political Theory Courses are located in the Office of Human Resources.

In accordance with the Regulations on the Appointment of Faculty in colleges, academic departments and schools independently establish their own Tenured Professors Committees, which serve as key academic bodies responsible for the evaluation of faculty appointments.

Scan the QR code to learn about *the Charter of the Tsinghua University Tenure Appraisal Committee*

Chapter 2
Institutional Norms

2.1 National Laws and Regulations

2.1.1 *Higher Education Law of the People's Republic of China*

Scan the QR code to learn about the *Higher Education Law of the People's Republic of China*

The Higher Education Law of the People's Republic of China covers various important aspects, including the basic higher education system; the establishment of institutions of higher education; the organization and activities of higher education institutions; matters related to educators and students of institutions of higher education; as well as investment in higher education and conditional guarantees.

2.1.2 *Teachers Law of the People's Republic of China*

Scan the QR code to learn about the *Teachers Law of the People's Republic of China*

The Teachers Law of the People's Republic of China stipulates teachers' rights and responsibilities; their qualifications and appointment processes; as well as matters related to training and development, assessment, benefits, rewards, and legal liabilities.

2.1.3 *Ten Norms of Professional Conduct for University Teachers in the New Era*

Teachers are engineers of the human soul and inheritors of human civilization. Over the years, teachers have faithfully implemented the Party's educational policy, imparting knowledge and nurturing students, working with tireless devotion and making silent sacrifices, contributing significantly to the processes of national development and national rejuvenation. The new era places new and higher demands on teachers to fulfill the fundamental task of fostering virtue through education. The following norms have been formulated to further enhance teachers' sense of responsibility, mission, and honor; standardize professional conduct; set out basic standards of ethics; provide guidance for teachers to cultivate lofty ideals and beliefs, noble moral sentiments, solid professional knowledge, and sincere love for their students; and endeavor to cultivate socialist builders and successors who are well-rounded morally, intellectually, physically, aesthetically, and have practical labor skills.

① Uphold the correct political direction.

Adhere to the guidance of Xi Jinping Thought on Socialism with Chinese Characteristics for a New Era, support the leadership of the Communist Party of China, and implement the Party's educational policy; no words or deeds that harm the authority of the Party Central Committee or violate the Party's line, principles, and policies shall be made during educational and teaching activities or on other occasions.

② Consciously love the country and abide by the law.

Be loyal to the motherland and the people, abide by the principles of the Constitution, observe all laws and regulations, and perform the duties of a teacher in accordance with the law; no acts that harm national interests, social public interests, or violate social public morality shall be committed.

③ Disseminate excellent culture.

Take the lead in practicing core socialist values, promoting truth, kindness, and beauty, and transmit positive energy; no erroneous views shall be published or forwarded through classrooms, forums, lectures, information networks, or other channels, nor shall false or harmful information be fabricated or disseminated.

④ Devote oneself to teaching and educating people.

Fulfill the fundamental task of fostering virtue through education, follow the laws of education and the growth of students, teach students in accordance with their aptitude, and foster mutual growth between teaching and learning; no violations of teaching discipline, perfunctory teaching, or unauthorized part-time work with remuneration that affects the main work of education and teaching shall be engaged in.

⑤ Care for and love students.

Combine strictness with kindness, teach tirelessly, sincerely care for students, set strict requirements for them, and be their good teachers and helpful friends; no students shall be required to engage in matters unrelated to teaching, scientific research, and social services.

⑥ Maintain elegant words and deeds.

Be a model for others, set an example with one's own conduct, behave in a civilized manner, have an upright style, and respect and cherish oneself; no improper relationships with students shall be permitted, and any form of indecency or sexual harassment is strictly prohibited.

⑦ Abide by academic norms.

Study diligently and rigorously, guard against impetuosity, devote oneself to academic research, have the courage to explore, adhere to academic ethics, and oppose academic misconduct; no plagiarism, tampering, or embezzlement of others' academic achievements, nor abuse of academic resources and academic influence shall be committed.

⑧ Uphold fairness and integrity.

Adhere to principles, handle affairs impartially, be open and aboveboard, and act with integrity; no favoritism, fraud, or falsification shall be committed in enrollment, examinations, merit-based selection, postgraduate recommendations, employment, performance appraisal, evaluation of professional titles, award selection or other work.

⑨ Adhere to integrity and self-discipline.

Be strict with oneself and teach with integrity. Teachers should not demand or accept property or money from students or their parents, attend banquets, travel, entertainment, or leisure activities paid for by students or their parents, nor seek personal gain by utilizing the resources of students' parents.

⑩ Actively contribute to society.

Fulfill social responsibilities, contribute wisdom and talent, and establish a correct view of justice and interests; no abuse of public power for personal gain, nor unauthorized use of the school's name, school badge, patents, premises, or other resources to seek personal interests shall be committed.

2.2 University Rules and Regulations

2.2.1 University-level Rules and Regulations Retrieval Platform

The university's rules and regulations are divided into three categories: fundamental systems, general systems, and specific systems, which comprehensively cover areas such as internal governance, education and teaching, academic research, social services, international cooperation and exchanges, and administrative support services.

Scan the QR code to learn more about university-level systems

2.2.2 Charter of Tsinghua University

The charter is the fundamental document that gives higher education institutions the legal basis to operate autonomously in accordance with the law, exercise management, and fulfill public functions. It provides strong support for promoting high-quality development of all institutional undertakings and for modernizing the university's governance system and governance capacity.

Scan the QR code to learn about the Charter of Tsinghua University

2.2.3 Teacher Ethics and Conduct

The university strictly implements the idea of "teacher ethics as the primary criterion", making ethical conduct the foremost requirement for faculty and staff in areas including access to qualifications, recruitment and induction, evaluation of professional qualifications, selection of supervisors, awards, and application for funding. The university adheres to a "zero tolerance" policy for violations of teacher ethics. The university has formulated and issued official documents on teacher ethics and conduct, such as the "Measures for the Handling of Faculty and

Staff Misconduct in Teacher Ethics of Tsinghua University (Trial)", the "Measures for the Assessment of Faculty and Staff Teacher Ethics of Tsinghua University (Trial)", and the "Code of Professional Ethics for Teachers of Tsinghua University."

The "Measures for the Handling of Faculty and Staff Misconduct in Teacher Ethics of Tsinghua University (Trial)" stipulates 10 aspects, 78 specific circumstances, and 14 red lines of ethical misconduct by teachers. Any teacher who is found guilty of ethical misconduct shall be subject to serious disciplinary actions; in serious cases or where there are significant adverse effects or consequences, the teacher shall be rated as "unqualified" in the teacher ethics assessment, and their annual assessment shall also be rated as "unqualified." In such cases, the following associated disciplinary penalties shall also be implemented in accordance with the relevant national regulations: no increase in salary grade; a corresponding reduction in performance-related pay; demotion to a lower grade post. Faculty and staff who are within the tenure-track period shall not apply for tenured positions, and their employment (labor) contracts shall not be renewed upon expiration. Those who are rated as unqualified in the annual assessment for two consecutive years may have their employment (labor) contracts terminated in accordance with these provisions. In particularly serious cases of ethical misconduct, faculty and staff employment contracts may be terminated in accordance with the provisions and procedures of the measures. All teachers shall also consciously adhere to the principle of separating education from religion.

The 14 Red Lines of Teacher Ethics and Conduct:

(1) Making inappropriate remarks or engaging in acts that seriously violate or harm the Party's line, principles, and policies;

(2) Causing serious negative public opinion or seriously damaging the university's reputation due to inappropriate words or deeds;

(3) Committing serious illegal acts such as those related to drugs, gambling or pornography;

(4) Disclosing state secrets or work secrets with serious consequences;

(5) Committing acts of indecency or sexual harassment against students, or engaging in improper relationships with students;

(6) Committing serious academic misconduct such as plagiarism, copying, appropriation of others' academic work, or buying and selling papers;

(7) Abusing one's position to exploit school resources or the resources of interested parties such as students to obtain personal benefit;

(8) Committing serious violations such as favoritism, abuse of power, or failure to properly recuse oneself during the processes of enrollment, examinations, personnel recruitment, professional title evaluation, cadre selection and appointment, and other work;

(9) Engaging in financial misconduct such as fraudulent expenses claims, improper use of research funds, maintaining unauthorized accounts, claiming personal expenses for reimbursement, or improperly paying service fees;

(10) Demanding or accepting property from students, parents, or other parties over which one has professional authority;

(11) Disclosing information such as enrollment information, exam results, research project evaluations, and award selection information to obtain personal benefit;

(12) Illegally occupying, leasing, or lending university property or other resources to obtain personal benefit;

(13) Violating campus order management regulations to seek improper gains or cause negative consequences;

(14) Other acts that seriously damage the university's reputation and interests, violate public morality, seriously damage the image of teachers, or any other serious violation of the law or disciplinary policies.

Scan the QR code to learn about the *Measures for the Handling of Faculty and Staff Misconduct in Teacher Ethics of Tsinghua University (Trial)*

Scan the QR code to learn about the *Measures for the Assessment of Faculty and Staff Teacher Ethics of Tsinghua University (Trial)*

Scan the QR code to learn about the *Code of Professional Ethics for Teachers of Tsinghua University*

2.2.4 Supervisor Responsibilities

Scan the QR code to learn about the *Provisions on the Responsibilities of Graduate Supervisors of Tsinghua University*

Scan the QR code to learn about the *Action Plan for the Ideological and Political Education in Supervisor-Student Relationships of Tsinghua University*

The *Provisions on the Responsibilities of Graduate Supervisors of Tsinghua University* clearly state that graduate supervisors have a fundamental responsibility to foster virtue through education. As the primary responsible parties for graduate training, supervisors are required to provide comprehensive guidance for graduate students and promote their all-round development. The *Action Plan for the Ideological and Political Education in Supervisor-Student Relationships of Tsinghua University* sets out specific measures for strengthening relationships between supervisors and students. These include improving the organization of the supervisor team, establishing a guarantee mechanism for supervisor-student interaction, and establishing a support mechanism for supervisor-student relationships. The university has also formulated and issued the *Guidelines for the Coordination and Resolution of Supervisor-Student Relationship Issues of Tsinghua University.*

2.2.5 Academic Norms

The university takes primary responsibility for the maintenance of research integrity, rigorously investigates all cases of academic misconduct, and takes a zero-tolerance approach to research dishonesty and academic misconduct. The university has formulated and issued institutional documents such as the *Measures for the Prevention and Handling of Academic Misconduct of Tsinghua University* and the *Code of Academic Ethics of Tsinghua University.*

The ***Measures for the Prevention and Handling of Academic Misconduct of Tsinghua University*** specifies seven specific types of academic misconduct:

(1) Plagiarizing, copying, or appropriating the academic achievements of others;

(2) Tampering with others' research;

(3) Forging scientific research data, materials, documents, annotations, or fabricating facts or research results;

(4) Adding one's name to academic papers without participating in the research or creation of the paper, using the name of others without their permission, falsely adding the name of collaborators, or failing to indicate the work or contribution of others;

(5) Providing false academic information in the application for projects, achievements, awards, evaluations of professional titles, and applications for degrees;

(6) Buying and selling papers, having papers written by others, or writing papers for others;

(7) Other acts deemed as academic misconduct in accordance with the rules formulated by institutions of higher education, relevant academic organizations, or scientific research management institutions.

Scan this QR code to learn about the Measures for the Prevention and Handling of Academic Misconduct of Tsinghua University

Scan this QR code to learn about the Code of Academic Ethics of Tsinghua University

2.2.6 Intellectual Property Rights

To encourage scientific and technological innovation, promote the creation, management, application and protection of intellectual property rights, the university has formulated the *Provisions on the Administration of Intellectual Property Rights of Tsinghua University.*

The ***Provisions on the Administration of Intellectual Property Rights of Tsinghua University*** clearly stipulate that the intellectual property rights arising from work-related inventions and creations made by faculty, staff, or students shall belong to the university. These include models,

industrial designs, technical secrets, integrated circuit layout designs, or any other inventions or creations made by faculty, staff, or students and may refer to:

(1) Intellectual property created in the field related to one's own work;

(2) Intellectual property created in the course of tasks assigned or approved by the university beyond one's own standard work responsibilities;

(3) Intellectual property created using university resources such as funds, equipment, spare parts, raw materials, biological or genetic materials, or non-public technical data;

(4) Intellectual property created within one year of retirement, transfer from the university, or termination of contract, that are related to the duties or tasks assigned or approved by the university that the individual undertook during the period of working at the university.

The intellectual property rights in service inventions and creations shall belong to the university. The inventor, in accordance with the relevant laws and regulations, retains the right to be identified as the inventor and obtain rewards.

In the case of scientific research cooperation, social service activities, academic exchanges, study programs and other activities involving intellectual property rights, the ownership of intellectual property rights shall be clearly stipulated in the relevant contracts.

Without the approval of the university, no intellectual property rights shall be transferred, licensed, or invested in kind to external parties.

Scan the QR code to learn about the *Provisions on the Administration of Intellectual Property Rights of Tsinghua University*

2.2.7 Confidentiality Work

Confidentiality work is fundamental, comprehensive, and long-term in nature. It serves as an important safeguard for the high-quality development of the university and its service to national strategic politics. The university implements the overall national security framework and has established a confidentiality committee; in accordance with the principle of "whoever is in charge of the operational work is responsible for the corresponding confidentiality work," each functional department is responsible for confidentiality management in the areas of Party and government affairs, scientific research, enrollment and examinations, and other fields. Relevant units and individuals are required to fulfill their confidentiality responsibilities in accordance with the provisions.

Any act that endangers the security of state secrets is subject to legal liability. Article 57 of the *Law of the People's Republic of China on Guarding State Secrets* specifies the following serious violations and illegal acts, for which disciplinary sanctions shall be imposed in accordance with the law based on the seriousness of the circumstances; if there are illegal gains from the commission of the acts, such gains shall be confiscated:

(1) Illegally obtaining or possessing state secrets;

(2) Buying, selling, transferring, or privately destroying state secrets;

(3) Sending state secrets through ordinary postal services, couriers, and other channels without taking proper confidentiality measures;

(4) Mailing, transporting, carrying, or transmitting state secrets outside the country, without the approval of the relevant competent department;

(5) Illegally copying, recording, or storing state secrets;

(6) Discussing state secrets in the course of personal communications or interactions;

Scan the QR code to learn about the *Law of the People's Republic of China on Guarding State Secrets*

Scan the QR code to learn about the *Implementing Regulations of the Law of the People's Republic of China on Guarding State Secrets*

Scan the QR code to learn about the *Provisions on the Administration of Confidentiality Work of Tsinghua University*

(7) Transmitting state secrets via the Internet, other public information networks or wired and wireless communications without taking effective confidentiality measures in accordance with national confidentiality provisions and standards;

(8) Connecting classified information systems or classified information equipment to the Internet or other public information networks without taking effective confidentiality measures in accordance with national confidentiality provisions and standards;

(9) Exchanging information between classified information systems, classified information equipment, and the Internet and other public information networks without taking effective confidentiality measures in accordance with national confidentiality provisions and standards;

(10) Storing or processing state secrets on non-classified information systems or equipment;

(11) Unauthorized uninstalling or modifying of the technical security procedures or management procedures of classified information systems;

(12) Giving, selling, discarding, or re-purposing classified information equipment that has been withdrawn from use without proper security sanitizing treatment;

(13) Other circumstances that violate the provisions of the Law.

In accordance with the *Law of the People's Republic of China on Guarding State Secrets* and its implementing regulations, the university has formulated and issued confidentiality management regulations such as the *Provisions on the Administration of Confidentiality Work of Tsinghua University* and the *Measures for the Implementation of the Confidentiality Work Responsibility System of Tsinghua University*. Faculty and staff who have access to state secrets due to their work shall report this to the university or their affiliated units; those whose job responsibilities involve secrets or who need to access, become familiar with, or handle state secrets due to work shall go through procedures for access to state secrets in accordance with the provisions.

Any unit or individual that discovers that state secrets have been disclosed or that there is a risk of disclosure shall report it in a timely manner in accordance with the law and regulations and take necessary remedial and protective measures. Special reminder: It is forbidden to transmit or process any information marked "classified" using the Internet (including the campus network) or other public networks, mailboxes, or mobile phone applications.

If any unit or individual of the university violates the confidentiality laws or the university's confidentiality rules and regulations, the university shall impose disciplinary sanctions on the relevant units, directly responsible persons, and persons in charge, based on the seriousness of the circumstances; if the act constitutes a crime, criminal liability shall be pursued in accordance with the law.

2.2.8 Publicity Work

(1) Media Interviews

The university has formulated policies such as the *Provisions on the Administration of News Release Work of Tsinghua University*, the *Detailed Rules for the Implementation of the Administration of News Release Work of Tsinghua University*, and the *Detailed Rules for the Implementation of the News Release of Scientific Research Achievements of Tsinghua University*. Faculty and staff of the university must strictly abide by the above provisions when accepting media interviews, approach each interview with a strong sense of responsibility and professionalism, and work together to maintain a positive public opinion environment.

Contact number of the Media Relations Office of the Publicity Office of the CPC Tsinghua University Committee: 62797426.

(2) Public Communications Response

The university receives widespread attention from the public. Incidents related to ideology, safety and stability, campus man-

Scan the QR code to learn about the *Provisions on the Administration of News Release Work of Tsinghua University*

Scan the QR code to learn about the *Detailed Rules for the Implementation of the Administration of News Release Work of Tsinghua University*

Scan the QR code to learn about the *Detailed Rules for the Implementation of the News Release of Scientific Research Achievements of Tsinghua University*

agement, teacher ethics and conduct, academic misconduct, disputes between teachers and students may all trigger communications from the public. Faculty of the university should enhance their media literacy and strengthen their sense of responsibility and risk awareness regarding the external release of personal information. Their responses should align with the central government on important political issues including matters related to Hong Kong, Macao, and Taiwan. No information shall be released in the name of the university without authorization, and sensitive information that is likely to cause hype shall be avoided. If public opinion information related to the university is discovered, it should be promptly reported to the university News Center. University units or individuals shall not release or disseminate internal information or accept media interviews without authorization. Media inquiries shall be directed to the university News Center. In cases of suspected false reporting or malicious rumors, evidence should be preserved, and relevant units should be notified promptly, and complaints should be filed with the media organization concerned.

Contact number of the Publicity Office of the CPC Tsinghua University Committee (News Center): 62797426.

2.2.9 Financial Work

The university has issued the *Guidelines for Accounting and Services of Tsinghua University* and the *Norms for Financial Reimbursement of Tsinghua University,* clarifying the financial policies and expenditure standards that are related to faculty, staff, and students.

The *Measures for the Handling of Irregular Acts in the Use of Funds of Tsinghua University* stipulates the procedures and disciplinary sanctions that will be followed in cases of the misuse of funds.

The *Guidelines for Accounting and Services of Tsinghua University* compile the university's financial policies and current expenditure standards. These include standards for financial reimbursement, accounting procedures, foreign exchange transactions, housing provident fund procedures, tax-related provisions, bank payments, as well as matters related to research fund budgeting, final accounts, audits and other related financial procedures. In addition, they also include a list of the services provided by the Finance Department and the Accounting Center, a list of external service hours of the accounting office, the location of the self-service financial submission machines, as well as a list of commonly requested inquiry numbers, and basic information.

The *Norms for Financial Reimbursement of Tsinghua University* are divided into two parts. The first part introduces the basic provisions for financial reimbursement, including regulations for bills, contracts and procurement; the second part summarizes the list of materials to be prepared and notes for each type of transaction, and includes commonly used financial reimbursement information, such as invoice issuing information, bill verification websites, the departments responsible for contract approval and procurement threshold standards.

The *Measures for the Handling of Irregular Acts in the Use of Funds of Tsinghua University* stipulates 6 categories of irregular use of funds, as well as the procedures for the investigation, identification, and handling of violations.

Scan the QR code to learn about the *Guidelines for Accounting and Services of Tsinghua University*

Scan the QR code to learn about the *Norms for Financial Reimbursement of Tsinghua University*

Scan the QR code to learn about the *Measures for the Handling of Irregular Acts in the Use of Funds of Tsinghua University*

Scan the QR code to learn about "Tsinghua University Information Service - Financial Information Service."

Scan the QR code to learn about the website of the Finance Department of Tsinghua University

The measures also specify the provisions applicable to units and personnel found to have committed such irregularities. If a secondary unit is found to have engaged in improper use of funds, the funds shall be recovered, and the unit shall be given a warning, a circulated notice of criticism, or even a budget reduction based on the seriousness of the circumstances; the directly responsible persons and persons in charge shall be given criticism and education, a circulated notice of criticism, other administrative measures, or even a warning, a demerit, a demotion, dismissal, or other disciplinary sanction depending on the seriousness of the circumstances. If personnel are found to have committed irregular acts in the use of funds, the funds shall be recovered, and they shall be given criticism and education, a circulated notice of criticism, transfer from their post, or even a warning, a demerit, a demotion, dismissal, or other disciplinary sanctions depending on the seriousness of the circumstances.

Irregular use of funds includes the following 6 categories:

(1) Illegally collecting funds;

(2) Entering into false contracts by fabricating businesses, or obtaining funds by issuing fake invoices, purchasing invoices, collecting invoices, or other means;

(3) Concealing associated matters and incurring associated expenditures;

(4) Using improper methods to disguise reimbursement of excessive meal or conference expenses, or disguised reimbursement of travel, shopping or other personal expenses;

(5) Falsely reporting and claiming personnel-related funds or making disguised distributions of personnel funds through invoice reimbursement and other means;

(6) Other improper use of funds.

2.2.10 On-campus Concurrent Appointments

The university has formulated the *Measures for the Administration of On-campus Concurrent Appointment of Teachers of Tsinghua University (Trial)*, encouraging teachers to take concurrent appointments across departments in the university to meet the needs of academic work such as teaching and scientific research, provided they are able to complete the work requirements of their affiliated departments.

Scan the QR code to learn about the *Measures for the Administration of On-campus Concurrent Appointment of Teachers of Tsinghua University (Trial)*

2.2.11 Part-time Work and Salary

The university has formulated the *Provisions on the Administration of Off-campus Part-time Activities of Faculty and Staff of Tsinghua University* and *the Provisions on the Administration of Part-time Work of University-managed Cadres of Tsinghua University*. Provided the university's teaching, scientific research, and other tasks are not affected, the university supports faculty and staff and their teams in the transfer and transformation of scientific and technological achievements. Faculty and staff who engage in such off-campus innovation and entrepreneurship activities shall be managed according to the provisions governing off-campus part-time work.

Scan the QR code to learn about the *Provisions on the Administration of Off-campus Part-time Activities of Faculty and Staff of Tsinghua University*

The Provisions on the Administration of Off-campus Part-time Activities of Faculty and Staff of Tsinghua University consists of six chapters and 26 articles, covering the classification of and approval procedures for off-campus part-time work, regulations on working hours and remuneration, the management of off-campus innovation and entrepreneurship activities related to the transfer and transformation of scientific and technological achievements, and related responsibilities.

Article 3 of the Provisions on the Administration of Off-campus Part-time Activities of Faculty and Staff of Tsinghua University states that "off-campus part-time activities of faculty

Scan the QR code to learn about the *Provisions on the Administration of Part-time Work of University-managed Cadres of Tsinghua University*

and staff" refers to the work that faculty and staff engage in outside the university in their own time using their professional knowledge and expertise, either in a personal capacity or after being appointed by the university, provided they have fulfilled their university duties. Such activities are separate from but related to their university duties but are not suitable for implementation through the university contractual arrangements, such as technology transfer, research cooperation, and consulting agreements. Work unrelated to one's own post is regarded as a second occupation which would not fall within the scope of the provisions. In principle, faculty and staff shall not engage in such secondary occupations.

Article 6 of the *Provisions on the Administration of Off-campus Part-time Activities of Faculty and Staff of Tsinghua University:* Classification of off-campus part-time activities of faculty and staff:

(1) Government organizations: including part-time activities in Party and government military organs, various political parties, or other units performing administrative functions in China;

(2) Social organizations and foundations: including part-time activities in various social organizations, foundations, foreign academic organizations, international organizations, etc.;

(3) Public institutions and private non-enterprise units: including part-time activities in public institutions engaged in public welfare services such as institutions of higher education, private non-enterprise units, etc.;

(4) Enterprises: including part-time activities in enterprises and other units engaged in production and business activities.

Article 8 of the Provisions on the Administration of Off-campus Part-time Activities of Faculty and Staff of Tsinghua University states that in principle, faculty and staff shall not hold important positions in enterprises such as legal representative, chairman, manager, financial controller, or executive director, nor shall they act as the actual controller of an enterprise. If it is indeed necessary to take a position in an enterprise due to exceptional circumstances such as technology transfer and transformation, the position may be taken only after obtaining approval from the university.

2.2.12 International Scholars Visa

Pre-Arrival

1. About Your Passport

According to government regulations, long-term foreign experts must enter China on a regular passport in order to work. This passport must have at least six months' validity.

2. "R" Visa

The "R" visa is for high-level talents entering China. To apply for an "R" visa, foreign experts need to obtain a "Confirmation Letter for Foreign High-Level Talent" from Tsinghua University.

The R Visa application should be processed using the Long-Term Foreign Experts Management System by the respective department or school.

Foreign experts are required to submit the following documents:

(1) A digital copy of their passport information page, showing it is valid for at least six months.

(2) A digital copy of a 2-inch front-facing, white background photograph taken within the last six months.

(3) An employment contract.

(4) The application form for the "Confirmation Letter for Foreign High-Level Talent" (which will be processed by the respective department or school).

3. "Z" Visa

The "Z" visa is for those employed in administrative roles and other foreign staff entering China. To apply for a "Z" visa, foreign staff need to apply for a "Notice of Foreigners' Entry Permit" from Tsinghua University.

The application should be processed using the Long-Term Foreign Experts Management System by the respective department or school.

Foreign staff are required to submit the following documents:

(1) A digital copy of the passport information page, showing

its validity for at least six months.

(2) A digital copy of a 2-inch front-facing, white background photograph taken within the last six months.

(3) An employment contract.

(4) The application form for the "Notice of Foreigners' Entry Permit for China" (to be processed by the respective department or school).

(5) A digital copy of their highest academic degree certificate, any relevant approval documents or certificates of relevant professional qualification.

(6) A digital copy of a certificate of no criminal record.

(7) An electronic copy of their medical examination certificate.

(8) Proof of work experience issued by their previous employer.

4. "F" Visa

The "F" visa is intended for academic visits or exchanges, is valid for up to 180 days, and allows for single, double, or multiple entries. The invitation letter is provided by the respective department or issued by the university upon the department's request.

Under normal circumstances, the required documents include a copy of the applicant's passport, and basic personal and work information.

After-Arrival

1. Accommodation Registration

Article 39, Paragraph 2 of the *Law of the People's Republic of China on the Administration of Entry and Exit* stipulates that foreigners residing or staying at accommodation other than hotels must, within 24 hours of arrival, register with the public security authorities at their place of residence, either in person or through the person hosting them. This means that foreigners must complete accommodation registration at the police station with jurisdiction over their place of residence or at their hotel within 24 hours of arrival.

2. About Passport

In case of obtaining a new passport within China, foreign experts must replace their Residence Permit for Work at the immigration department within 10 days.

3. Verification Certificate of Physical Examination Record

Foreign experts are required to take a physical examination or apply for a Verification Certificate of Physical Examination Record after arriving in China. The application procedure may take 1-3 working days.

Appointments can be booked through the official website: (https://www.beijingithc.org.cn/) or the official WeChat account （海关总署国际旅行卫生保健中心）, Tel: 64274239.

4. Notification Letter of Foreigner's Work Permit

According to Chinese regulations, upon entering the country, foreign experts are required to promptly apply for the "Notification Letter of Foreigner's Work Permit." The R Visa application should be processed using the Long-Term Foreign Experts Management System by the respective department or school.

Foreign experts are required to submit the following documents:

(1) A digital copy of the passport information page, showing its validity for at least six months.

(2) A digital copy of a valid visa or residence permit.

(3) A digital copy of their entry stamp.

(4) A digital copy of a 2-inch front-facing, white background photograph taken within the last six months.

(5) Their employment contract.

(6) The Application form (processed by the respective department or school).

(7) A digital copy of their Verification Certificate of Physical Examination Record.

5. Residence Permit for Work

The respective school or department should ensure foreign experts apply for a "Residence Permit for Work" at the Beijing Municipal Public Security Bureau's Exit-Entry Administration Of-

fice, as a priority once the Notification Letter of Foreigner's Work Permit has been obtained.

Foreign experts are required to submit the following documents:

(1) A printed copy of the Notification Letter of Foreigner's Work Permit and the Decision on Granting Administrative Permit (obtained by the university from the Foreign Experts Bureau).

(2) Their original passport.

(3) One recent 2-inch color photo with a white background, showing the applicant's full face and without a hat.

(4) A valid accommodation registration form issued by the local police station or hotel where the applicant is staying (hard copy or digital photo).

(5) Their original Verification Certificate of Physical Examination Record.

(6) The original Certificate of Employment issued by the International Affairs Office.

Reception Department: Exit-Entry Administration Bureau of the Beijing Municipal Public Security Bureau

Appointment WeChat Official Account: Beijing Public Security Exit-Entry

Reception Locations: Exit-Entry Administration Bureau of the Beijing Municipal Public Security Bureau (No. 2 Andingmen East Street, Dongcheng District, next to Yonghegong Temple, Xiaojie Bridge), or Zhongguancun Foreigners Service Hall, Zhongguancun No. 1, Haidian District, etc.

Business Hours: Monday to Saturday, 8:00 AM–5:30 PM.

Telephone number: The 24-hour customer service hotline for Chinese entry-exit affairs is 12367.

6. Extension of the Notification Letter of Foreigner's Work Permit and the Residence Permit for Work

The respective schools or departments must begin the extension procedures for the Notification Letter of Foreigner's Work Permit and the Residence Permit for Work of Foreign Experts three months before their expiration. Otherwise, foreign experts may risk the expiration of their work and residence permits, which could result in them staying in the country beyond the permitted date. The application should be processed using the Long-Term Foreign Experts Management System by the respective department or school.

The required documents for an extension are the same as those for the initial application, with the exception of the medical examination certificate.

7. Permanent Residence ID Card

A Permanent Residence ID Card is a legal identification document issued by the National Immigration Administration to foreigners who meet the requirements and are approved to reside permanently within the country.

Under current policy, foreign nationals holding the rank of associate professor or higher, or those with a doctoral degree engaged in long-term work (excluding postdoctoral researchers), are eligible to submit applications. For specific details and application requirements, please refer to the latest policies issued by the respective departments at the time of application.

2.2.13 Campus Safety

The university has formulated and issued regulations, including the Provisions on the Administration of Safety of Tsinghua University, the *Provisions on the Administration of Fire Safety of Tsinghua University, the Provisions on the Administration of Campus Visits of Tsinghua University,* the *Provisions on the Administration of Campus Public Order of Tsinghua University,* and the *Measures for the Administration of Campus Traffic Safety of Tsinghua University.*

The *Provisions on the Administration of Safety of Tsinghua University* is divided into five chapters and 38 articles. It defines the regulatory responsibilities of departments or institutions and the safety responsibilities that all units shall fulfill; stipulates the work requirements for implementing supervision and inspection and

Scan the QR code to learn about the *Provisions on the Administration of Safety of Tsinghua University*

Scan the QR code to learn about the *Administration of Fire Safety of Tsinghua University*

Scan the QR code to learn about the *Administration of Campus Visits of Tsinghua University*

Scan the QR code to learn about the *Administration of Campus Public Order of Tsinghua University*

Scan the QR code to learn about the *Administration of Campus Traffic Safety of Tsinghua University*

risk management, as well as the procedures for emergency rescue and the investigation and handling of accidents. It also specifies the accountability requirements for units and individuals violating these provisions.

The *Provisions on the Administration of Fire Safety of Tsinghua University* is divided into seven chapters and 41 articles. It defines the fire safety regulatory responsibilities of departments or institutions and the fire safety responsibilities that all units shall fulfill; stipulates the requirements for daily fire safety management and fire safety inspections; defines the concepts of general risks and major hidden risks, and identifies 12 types of fire safety risk; clarifies the definitions of mild, moderate, and severe accidents; puts forward clear requirements for the categories of personnel who shall legally receive fire safety training; and specifies the accountability requirements for units and individuals violating these provisions.

The *Provisions on the Administration of Campus Visits of Tsinghua University* consists of 12 articles, clarifying that individual or organizational campus visits organized by the university do not charge any fee. It explicitly states that no unit or individual of the university shall engage in any illegal or irregular activity related to campus visits that disrupt order.

The *Provisions on the Administration of Campus Public Order of Tsinghua University* consists of 23 articles, clearly stating that work shall be carried out in accordance with the principles of "who is in charge, is also responsible" and "who hosts, is also responsible", and the guideline of "prevention first." It prohibits activities that violate laws and regulations, disrupt campus public order, campus gatherings, petitions, and propagation of religion; it lists a number of illegal and irregular acts that may not be undertaken on campus without approval.

The *Measures for the Administration of Campus Traffic Safety of Tsinghua University* consists of 17 articles, clarifying the overall objectives, scope of application, management responsibilities, campus entry inspection system, traffic order maintenance, parking management, traffic facility and equipment management, handling of accidents, and handling of violations of campus traffic safety management. At the same time, it clearly defines the regulatory responsibilities of relevant departments and the traffic safety management responsibilities that all units shall fulfill.

2.2.14 Laboratory Safety

As the individual directly responsible for safety work, the person in charge of each laboratory shall perform their duties earnestly, strictly implement the laboratory safety access system, conduct effective risk inspections and rectifications, supervise teachers and students to ensure they follow safety guidelines such as the wearing of personal protection, eliminate potential safety hazards at the source, and ensure the safe operation of the laboratory. Student supervisors are responsible for educating, guiding and cultivating good safety habits in students. They should provide safety education for students, help them understand the importance of laboratory safety, and urge students to abide by the various safety systems and regulations of the university.

In accordance with relevant regulations such as the *Provisions on the Administration of Laboratory Safety of Tsinghua University, the Measures for the Implementation of Classification and Grading Management of Laboratory Safety of Tsinghua University,* and the *Detailed Rules for the Implementation of Laboratory Safety Access of Tsinghua University,* the person in charge of the laboratory shall assume the following responsibilities. Supervisors who are not the person in charge of a laboratory shall cooperate with the above to carry out the following safety responsibilities.

(1) Formulate and improve laboratory procedures, and procedures for the safe conduct of experiments;

(2) Ensure the laboratory is equipped with personal protective equipment;

(3) Conduct laboratory safety education and training, as well as risk assessment for experiments;

(4) Formulate and improve a laboratory emergency safety plan and conduct emergency drills;

(5) Establish and maintain the information ledger and dynamic hazard management ledger of the laboratory, and complete laboratory level registration procedures;

(6) Conduct self-inspections of laboratory safety and promptly rectify potential safety hazards;

(7) Take measures to prevent the escalation of laboratory safety accidents, report them promptly, protect the scene of the accident, and cooperate with accident investigations;

(8) Supervise personnel engaged in experimental activities in the laboratory to sign the Laboratory Safety Commitment Letter; each laboratory shall appoint a laboratory safety officer with relevant professional skills and experience in safety management;

(9) The project leader (including an instructor in charge of teaching courses) is the person with primary responsibility for the safety management of laboratory-related projects. They shall conduct hazard identification and risk assessments for the project, and formulate preventive measures and on-site disposal plans;

(10) Laboratory engineering projects (new construction, reconstruction, expansion, maintenance, etc.) shall comply with laws and regulations during planning, project approval, construction, and acceptance, and may only proceed after review by the relevant functional department of the university;

(11) Adhere to the concept of "people-oriented, I want safety" and recognize safety education as an important part of fostering moral and intellectual development. Through activities such as "Laboratory Safety Topics in Group Meetings," organize students to share experiences and best practices, discuss possible risks and hazards in experiments and how to prevent and protect against them, so as to improve the safety awareness of teachers and students;

(12) Properly understand laboratory safety violations (including but not limited to the following situations) and prevent the occurrence of such violations:

① Illegally obtaining, transporting, storing, using, or disposing of hazardous chemicals, infectious materials, radioactive isotopes and nuclear materials, radiation-emitting devices, special equipment, or other regulated experimental materials (hereinafter collectively referred to as special experimental materials), or failing to take necessary measures leading to the theft or loss of such materials;

② Failing to register biosafety laboratories at the required classification level, using biological materials beyond the scope permitted by the biosafety license, conducting operations beyond the approved biosafety level, carrying out animal experiments without authorization; conducting experiments in violation of relevant environmental protection regulations;

③ Refusing to rectify or failing to fully rectify potential safety hazards found in laboratory safety inspections, or the unauthorized reactivation of a sealed laboratory or sealed experimental facilities and equipment;

④ Conducting experimental activities without completing the required laboratory safety training assessment or experimental safety risk assessment;

⑤ Failing to formulate necessary experimental safety operating procedures and laboratory emergency response plans, or failing to conduct experimental safety emergency drills as required;

⑥ Unauthorized processing or use of self-made experimental equipment without passing the safety risk assessment;



Scan the QR code to learn about the *Provisions on the Administration of Laboratory Safety of Tsinghua University*



Scan the QR code to learn about the *Measures for the Implementation of Classification and Grading Management of Laboratory Safety of Tsinghua University*



Scan the QR code to learn about the *Detailed Rules for the Implementation of Laboratory Safety Access of Tsinghua University*



Scan the QR code to learn about the *Laboratory Safety Manual of Tsinghua University (Faculty Edition)*

⑦ Failing to establish and maintain laboratory records including the basic information ledger and dynamic hazard management ledger in accordance with the regulations;

⑧ Failing to take appropriate response measures following a laboratory safety accident, delaying, concealing, falsifying, or under-reporting the accident, or intentionally destroying the accident scene;

⑨ Other acts in violation of laboratory safety management regulations;

(13) Laboratory safety violations shall be included in the annual performance appraisal of secondary units and into the evaluation criteria for relevant awards and commendations. Depending on the seriousness of the circumstances, the university may impose penalties such as warnings, a circulated notice of criticism, suspension of experimental activities, or even revocation of relevant qualifications on the responsible units. Directly responsible persons and other responsible personnel may be subject to punishments ranging from criticism and education to disciplinary sanctions depending on the seriousness of the circumstances. Faculty, staff, and students of the university who violate laboratory safety regulations shall also be subject to punishments ranging from criticism and education to disciplinary sanctions according to the seriousness of the circumstances.

Chapter 3
Campus Support and Services

3.1 Trade Union Services and Rights Protection

Responsible Department:

Tsinghua University Trade Union (THUTU); Tel: 62782732.

3.1.1 Joining the Union

Faculty and staff may apply for Union membership when going through the onboarding process. Those who do not join at that time may apply later by following the notices on "Union Membership and Dues" issued periodically by the University. Joining the Union means becoming a valued member of our supportive community.



Scan QR Code for more Union service information

3.1.2 Support and Services

Union members are entitled to the following support and services:

(1) Democratic Participation

As the executive body of the Faculty and Staff Representative Congress (FSRC), the Union organizes university-level representatives to participate in the democratic management and oversight of the university in accordance with laws and regulations. It also guides secondary units (schools/departments) in establishing their own representative congress systems to promote local democratic governance. (Tel: 62786800 – FSRC Office)

(2) Rights Protection and Advocacy

The Union serves as the working office for the Labor and Personnel Dispute Mediation Committee and the Faculty Grievance Redressal Committee. It is responsible for:

· Processing applications for the review of decisions regarding personnel sanctions, professional ethics-related penalties, and performance appraisals.

· Handling applications for labor/personnel dispute mediation.

· Protecting the specific rights and interests of female faculty and staff.

(Tel: 62786800 – Rights Protection; 62782756 – Women's Committee)

(3) Professional Growth and Development

The Union facilitates career advancement through skills training, workplace innovation initiatives, and professional competitions (such as the Young Faculty's Teaching Competition and the Young Administrative Staff's Management Competition). We promote the "Spirit of Labor and Craftsmanship" by recognizing and awarding various role models and advanced individuals.

(Tel: 62782756 – Youth Faculty Affairs; 62795826 – Awards & Honors)

(4) Activities and Engagement

The Union hosts regular sports meetings, cultural performances, and a wide array of recreational competitions. We provide dedicated facilities for tennis, badminton, and table tennis. Furthermore, we support the formation of staff hobbyist associations for regular sports training and the creation of high-quality artistic works.

Union Facilities:

· Union Club: Multi-function Hall in the South of Heyuan Canteen.

· Faculty Activity Center: Badminton and Table Tennis, 180m East of Yuyuan Canteen.

· Outdoor Tennis Courts: courts in the north of the Tsinghua University Primary School, courts at Xinlinyuan, and the Meteorological Station tennis courts.

Booking & Registration:

Please use the "Tsinghua University Trade Union"（清华工会）WeChat Mini-Program to book sports venues or register for sports and cultural activities.

(Tel: 62780277 – Culture; 62784868 – Sports)

(5) Life Services and Welfare

The Union provides high-quality, discounted services for staff across various sectors, including dining, housing, travel, shopping, and fitness. We also provide "Warm-Heart" care packages and outreach for major public holidays (e.g., Mid-Autumn Festival, National Day) and significant personal milestones such as birthdays, marriages, childbirth, hospitalization, 30-year teaching anniversaries, and retirement. *(Tel: 62780277 – Life Services; 62782732 – Organizational Affairs)*

(6) "Warm-Heart" Financial Assistance

The Tsinghua University Trade Union (THUTU) conducts an annual "Warm-Heart" outreach program to support staff facing financial difficulties. Any current union member (excluding those with union affiliations outside the main campus) may apply for assistance if they meet any of the following criteria:

· Significant financial strain on the household due to out-of-pocket medical expenses for serious illnesses affecting the member or their immediate family.

· Household hardship resulting from unexpected natural disasters or accidents.

· Staff members or seconded officials working in remote areas or at the grassroots level for extended periods due to organizational assignments.

· Relative financial difficulties caused by other non-subjective factors.

Application Process: Submit applications through your local sub-union by completing the *"Warm-Heart" Assistance Application Form and the Summary Table of Staff in Hardship*. Templates are available for download under the "Office Notices" section of the Tsinghua Information Portal (info). Sub-unions will forward these materials to the THUTU for review and final grant determination.

Special Note: Since 2024, subsidies for staff covered under the *Mutual Aid Insurance Scheme for Critical Illness of Active Staff and the Mutual Aid Insurance Scheme for Special Illnesses of Active Female Staff* are centrally managed by the THUTU. "Warm-Heart" application materials are not required for these schemes.

(7) Communication Channels

The Union serves as a vital bridge to connect the broad faculty and staff. Union officers fully support the faculty and staff. A branch sub-union is established for every grassroots unit. If you require assistance or wish to provide feedback and suggestions, please contact the THUTU or your unit's sub-union officers. *(Tel: 62783008 – General Affairs)*

3.1.3 Faculty and Staff Representative Congress (FSRC)

Scan QR Code to read the *Tsinghua University Faculty and Staff Representative Congress Regulations*

The FSRC is the fundamental mechanism through which faculty and staff exercise their legal rights to democratic management and oversight. It operates under the leadership of the University CPC Committee and follows the principle of democratic centralism.

Functions and Governance: The University convenes the FSRC twice and holds eight joint meetings for FSRC delegation leaders every year. These sessions empower representatives to:

· Review & Advise: Listen to and comment on the draft university charter, development plans, major reform schemes, and annual work reports.

· Deliberate & Approve: Discuss and vote on internal regulations directly impacting staff interests, such as welfare distribution, performance appraisals, recruitment, and disciplinary measures.

· Oversee: Monitor the implementation of the University Charter, rules and regulations and major decisions; review reports on university affairs disclosure and proposal handlings.

· Evaluate & Communicate: Participate in the democratic evaluation of university leadership, voice common concerns, and foster mutual understanding between the University and its staff.

Representative Terms: FSRC representatives serve five-year terms and are elected either directly by their units or by secondary-level congresses. They are eligible for re-election. To ensure balanced representation, faculty members typically comprise at least 60% of the total representatives, and specific quotas are maintained for young faculty and female representatives. All university staff members are eligible for election and are subject to the supervision of the staff in their electoral units.



3.2 Information Network

3.2.1 Electronic Identity (eID)

Technical Support:

Information Technology Center (ITC). Tel: 62784859.

Upon onboarding, faculty and staff should activate their accounts via the Electronic Identity Service System (https://id.tsinghua.edu.cn). Once activated, you will receive a unique username and password. This electronic identity is required to access the campus network, email services, VPN for off-campus access, Information Portal, Web Learning, Library resources, and other University-authorized information services and resources. For detailed information regarding electronic identity services, please refer to the "Account & Password" section on the IT Service Platform (https://its.tsinghua.edu.cn).

3.2.2 Campus Network

Internet access on campus is available via wired or wireless networks. The wired network covers teaching and office areas, student dormitories, and faculty residential areas. The wireless network currently covers teaching and office areas, student dormitories, and some specific public areas.

Payment Methods:

- WeChat: Follow the "Tsinghua University Information Service"（清华大学信息服务）enterprise account and navigate to "IT Services - Self-Service - Network Payment"（信息化服务 - 自助操作 - 校园网缴费）.
- Web: Access the Campus Network Self-Service System (https://usereg.tsinghua.edu.cn).
- In-Person: Visit Room B104, 1st Floor, East Gate of Lee Shau Kee Science and Technology Building (Weekdays 13:00–16:00).
- For the network fee schedules and service details, please visit the "Campus Network" section of the IT Service Platform.

Management & Maintenance: The campus network operates under a two-tier management model. The ITC is responsible for the maintenance of the wired backbone and the university-wide wireless network. Local IT administrators (Departmental Webmasters) handle the maintenance and service of the wired network within their respective units. Please contact your unit's IT administrator for local wired network issues.

Connection & Authentication:

(1) Wired Network: Once connected, an authentication page should pop up automatically. If not, manually visit https://login.tsinghua.edu.cn. Visit the system again to "Disconnect" when finished.

(2) Wireless Network (SSIDs starting with "Tsinghua"):

① **Tsinghua-Secure (Recommended):** After the first login, your device will connect to the network automatically in the future. Note: You must first set a separate "Tsinghua-Secure Password" (different from your electronic identity password) via the "User - Change. Tsinghua-Secure Password" section at https://usereg.tsinghua.edu.cn.

② **Tsinghua-IPv4, Tsinghua-IPv6 and others:** These require manual login and logout for every session, following the same process as the wired network.

Campus Network Self-Service System: https://usereg.tsinghua.edu.cn

IT Service Platform: https://its.tsinghua.edu.cn

3.2.3 Email

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

Each faculty and staff member will receive an email account: **[eID_Username]@tsinghua.edu.cn.** Access to the account will be automatically activated 15 minutes after the first campus network payment. Right before resignation or departure, staff may apply to retain email forwarding permissions for 6 months,

after which the account will be deactivated.

The email system utilizes Two-Factor Authentication (2FA):

· Webmail: SMS verification is required in addition to the username and password.

· Email Clients: An app-specific password is required for authentication.

For setup guides and FAQs, please refer to the "Email" section of the IT Service Platform.

Email System (Staff Version): https://mail.tsinghua.edu.cn

3.2.4 VPN Services for Off-Campus Access

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

VPN services for accessing campus resources from off-campus include WebVPN and SSL VPN (Client-based).

· WebVPN: Suitable for browser-based access to internal applications (e.g., grading, transcript queries, graduate thesis defense applications, degree applications, etc.). If the browser does not redirect automatically, manually visit https://webvpn.tsinghua.edu.cn.

· SSL VPN: Suitable for interactive access between a user's terminal and campus resources using an internal IP (e.g., activating licensed software, accessing remote terminals on campus). This requires installing the SSL VPN client software, available at https://deny.tsinghua.edu.cn/.

Detailed usage instructions are available in the "VPN Service" section of the IT Service Platform.

3.2.5 University Information Portal (info)

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

The Information Portal (info) (https://info.tsinghua.edu.cn) is the primary internal working website for faculty and students. It provides both public and personal information services. Before logging in, you can access public information such as university news and event schedules. After login, you can access personalized services based on user permissions, including personal to-do lists, timed reminders, and notifications. You can also access various integrated information systems within your scope of authority, including administration, teaching, research, personnel (HR), Party building, finance, international affairs, and laboratory equipment, etc.

3.2.6 Cable Television

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

The University's cable television network covers teaching and office areas, as well as on-campus faculty residential areas (including the residential compounds within the campus walls, Southeast Compound, Northwest Compound, Lanqiying Compound, and Heqingyuan Compound). To set up cable TV access on campus, please call the ITC first. You can also contact the service hotline for any inquiries or issues during use.

3.2.7 Campus Telephone

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

· Office Telephones: Applications for campus office telephones can be made online via the "Information Portal (info) - Online Service System - General Administration - Office Telephone Application"（信息门户 - 在线服务系统 - 综合办公 - 办公电话业务申请）.

· Personal Telephones: Applications for personal campus telephones can be made in person at the campus telecom business hall with your ID card.

Dialing Instructions: Once the intra-campus calling function is activated for a newly installed phone, you must dial "0" first when making off-campus calls from the landline. For on-campus calls, you can directly dial the last 5 digits of the phone number (e.g., 84859 of 62784859).

- Campus Telecom Business Hall Tel: 62782213
- Campus Telephone Service Inquiry Tel: 62792000
- Landline Repair Service Tel: 62782060

3.2.8 Campus Card

Technical Support Department:

Information Technology Center (ITC). Tel: 62771940, 62771942.

(1) Faculty and Staff Campus Card

The staff ID card issued upon onboarding serves as your Campus Card. It can be used for dining at faculty canteens, borrowing library books, and access control, etc. The Campus Card password consists of six digits. The initial password is the last 6 digits of the ID document registered in the University's personnel (HR) system. Any non-numeric characters in the ID number (such as parentheses, Chinese characters, or English letters) are replaced with "0". It is highly recommended that you change this password as soon as possible after receiving your card.

(2) Campus QR Code (Supplementary Card) for Faculty and Staff Dependents

To facilitate the daily lives of faculty and staff and to further standardize campus service management, the University provides a supplementary Campus QR Code service for their dependents.

- Application: Staff members can apply by logging into the Online Service System (http://thos.tsinghua.edu.cn) and selecting the "Campus QR Code Application for Dependents of Faculty and Staff" service under the Informatization Office.
- Eligibility & Management: Eligibility is strictly limited to the staff member's spouse, children, and the parents of both the staff member and their spouse. This service operates under a real-name, supplementary card system, sharing the primary staff member's Campus Card account.
- Usage: Currently, the dependent Campus QR Code can be used for dining via QR scanning at on-campus faculty canteens (excluding Heyuan Canteen) and Shuangqingyuan Canteen. A cost-compensation surcharge will be applied to dining purchases according to University regulations.

(3) Campus QR Code for Short-term Official Visitors

If university units invite or host external personnel for short-term visits due to work requirements, the handling staff member can apply for a Campus QR Code on behalf of the visitor for dining purposes. Apply by logging into the Online Service System (http://thos.tsinghua.edu.cn) and selecting "Campus QR Code Application for Short-term Official Visitors" under the Information Technology Management Office.

- Accepted Categories: Currently accepted visitor categories include: short-term visiting students (for exchange, internships, etc.), short-term visiting scholars (for academic exchange, research collaboration, etc.), on-site personnel from project contractors or cooperative institutions, seconded exchange officials or personnel dispatched by business guidance units, and program trainees (limited to specific departments).
- Usage: Dining for the aforementioned personnel using the Campus QR Code is restricted to faculty canteens (excluding Heyuan Canteen), and a cost-compensation surcharge will be applied to purchases according to University regulations.

(4) Service Channels

The range of accessible canteens and the cost-compensation surcharge rates for staff, their dependents, and short-term visitors are subject to adjustment based on University policies. Please pay attention to the latest relevant notices.

Cardholders can access self-service through three channels: the Campus Card Integrated Service Website (https://card.tsinghua.edu.cn), the WeChat Mini-Program（"Tsinghua Campus Card" / 清华校园卡), and self-service kiosks.

- Supported Functions: Top-up, reporting loss, canceling loss re-

ports, password modification, single payment limit modification, information inquiries, and self-service card replacement (replacement is available at kiosks only).

- Announcements: For information regarding Campus Card usage regulations, safety guidelines, new feature highlights, and application scopes, please check the announcements on the service website and the WeChat Mini-Program.

Scan QR Code to use the "Tsinghua Campus Card" WeChat Mini-Program

Campus Card Self-Service Kiosks Location:

- Location: Room B106, 1st Floor, East Gate of Lee Shau Kee Science and Technology Building.
- Campus Card Integrated Service Website: https://card.tsinghua.edu.cn.

Campus Card Replacement Information Table

Card Replacement Location	Service Hours	Scope of Replacement
Room B106, Lee Shau Kee Building	Weekdays 8:00–12:00, 13:00–17:00	Staff ID Cards
Left side of Room B104-2, Lee Shau Kee Building	Mon–Sun, Open 24 Hours	Staff ID Cards, Campus Cards (for retirees and other personnel)
Lobby of the Old Environment Building	Mon–Sun 6:00–22:00	Staff ID Cards, Campus Cards (for retirees and other personnel)
Self-service Equipment Area, China Construction Bank at Zhaolanyuan	Mon–Sun 9:00–18:30	Staff ID Cards, Campus Cards (for retirees and other personnel)

3.2.9 "Tsinghua University Information Service" Enterprise WeChat Account

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

Users can scan the QR code below to bind their staff ID number to the "Tsinghua University Information Service"（清华大学信息服务）Enterprise WeChat Account 15 minutes after linking their mobile phone number in the Electronic Identity Service System (https://id.tsinghua.edu.cn). Once bound, users can access various information services based on their permissions, including financial affairs, teaching and services, library, logistics, personnel (HR), and IT services.

Scan QR Code to follow the "Tsinghua University Information Service" Enterprise WeChat Account

3.2.10 Licensed Software

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

The University provides free, secure, and licensed software for all faculty and students, including operating systems, antivirus software, development tools, office suites, computing software, professional software, open-source software and services, and questionnaire systems. This initiative aims to eliminate the significant security risks associated with pirated software, ensuring a safe and efficient learning and working experience in the digital world. A detailed list of the licensed software is available in the "Public Software" section of the IT Service Platform. Users can download the installation packages directly while connected to a campus IP address.

IT Service Platform: https://its.tsinghua.edu.cn.

3.2.11 Tsinghua Cloud Drive

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

The Tsinghua Cloud Drive is an online service providing data storage, synchronization, management, and sharing capabilities for work and study purposes. It offers 1TB of cloud storage space to each faculty and student, supporting functions such as file sharing and ownership transfer. Deployed on the University's proprietary infrastructure, the system can be accessed via both the campus network and the broader Internet.

Cloud Drive Website: https://cloud.tsinghua.edu.cn.

3.2.12 Survey and Questionnaire System

Responsible Department:

Information Technology Center (ITC). Tel: 62784859.

The University's Survey and Questionnaire System supports the creation, publishing, management, collection, and analysis of questionnaires, forms, and exams. Active faculty and staff can use this system after logging in with their staff ID number and campus electronic identity (eID) password.

Survey and Questionnaire System Website: https://wenjuan.tsinghua.edu.cn.

3.2.13 Digital Content Resource Production

Responsible Department:

Information Technology Center (ITC);

Tel: 62771147; Email: djzz@tsinghua.edu.cn.

Digital Content Resource Production provides multimedia digital resource development services to support university teaching, research, and publicity. Services mainly include:

- The production of various audio/video feature films (e.g., Party building documentaries, studio programs, online courses, classroom teaching recordings, experimental teaching demonstrations).
- The production of audio/video materials for national and provincial/ministerial award applications.
- Virtual reality (VR) digital resource production.
- The construction of course knowledge graphs.

Furthermore, it offers tools and systems for the collection, storage, cataloging, publishing, and sharing of digital content resources.

Faculty members, academic affairs staff, and relevant personnel from award application units can submit their audio/video production requests via phone or email. The ITC will then formulate a technical plan, provide a quotation, and execute the production based on these requirements.

- Audio and Video Studio Location: 4th Floor (via the Small West Gate elevator), Lin Yunqiang Building, Architecture Hall.
- Audio/Video Digital Resource Storage and Management System: http://res.tsinghua.edu.cn.
- Virtual Simulation Resource Management and Publishing System: https://vr.tsinghua.edu.cn.
- Teaching Resource Knowledge Graph Construction Tool System: https://ckg.tsinghua.edu.cn.

3.2.14 Major Event Technical Support

Responsible Department:

Information Technology Center (ITC).

Tel: 62792903. Email: djzz@tsinghua.edu.cn.

Major Event Technical Support provides audio-visual technology, reliable network, and adequate Tencent Meeting capacity for various major events, conferences, forums, and lectures hosted by the University and its departments/schools. Specific technical

support services include:

- Network reliability assurance
- Multi-camera shooting and live directing/switching
- Live streaming
- Two-way interactive conferencing and video conferencing integration
- Live audio pickup and sound reinforcement
- Large-screen AV signal routing
- Daisy-chain digital conference systems
- Simultaneous interpretation

The technical support team for major events consists of personnel from multiple divisions within the ITC. Detailed technical plans and staffing allocations are tailored to the specific operational requirements and scale of each event.

Responsible persons from various units can submit their support requests via phone or email. The ITC will then formulate a technical plan, provide a quotation, and execute the technical support based on these requirements.

3.2.15 Cybersecurity Training

Responsible Department:

Information Technology Management Office. Tel: 62780256.

To implement General Secretary Xi Jinping's directives on "deepening the popularization of cybersecurity knowledge and skills, and improving the cybersecurity awareness and protection capabilities of the general public," and to strictly fulfill the Ministry of Education's specific requirements regarding training hours for active staff in the cybersecurity responsibility assessment for higher education institutions, the University offers a series of "Cybersecurity Training" courses via the Hetang Rain Classroom（荷塘雨课堂）platform.

Starting with typical case studies, the courses utilize engaging short videos to provide faculty and students with basic cybersecurity knowledge and protection skills that are "easy to understand, easy to learn, and practical to use."

Approximately 10 sessions of training courses are offered annually. Active faculty and staff are required to participate in and complete no less than 4 sessions per year. Cybersecurity liaisons of all the university units and personnel engaged in IT management and technical roles must complete no less than 8 sessions per year. Course completion records are incorporated into the cybersecurity evaluation metrics of the annual performance assessment for each unit.

Scan QR Code to access the "Cybersecurity Training" in Hetang Rain Classroom Invitation Code: VH9KPC





PART 2

Faculty Handbook

Chapter 4
Faculty Growth and Development

4.1 Appointment at Tsinghua University

4.1.1 Faculty Appointments

Responsible Departments:

Office of Human Resources-Talent Office (Talent Recruitment, Talent Introduction Policy and Services); Contact numbers: 62795506, 62783118

Office of Human Resources-Faculty Office (Faculty registration); Contact number: 62782240

(1) Classification of Faculty

The university established three distinct faculty tracks based on job responsibilities: the Teaching–Research Track, Research Track, and the Teaching Track. Each track has different evaluation standards, and there are different support mechanisms in place to encourage faculty members in each track to fully perform the functions of their positions.

(2) Recruitment and Appointment

Schools and departments appoint faculty members in the Teaching-Research Track, Research Track, and Teaching Track in accordance with the standards and procedures specified in the Measures for the Administration of Faculty Recruitment and Appointment of the Schools and Departments.

Recruitment Procedure: Schools and departments plan recruitment based on discipline development plans and faculty team development plans. Within the scope of the number of positions approved by the university, departments formulate plans for establishing positions and, after approval by the university, conduct open recruitment. The recommended open recruitment cycle for Teaching-Research Track positions is no less than 6 months; this period may be shortened for recruitment to staff on the other tracks. Schools and departments should establish an Expert Review Panel responsible for the practical aspects of recruitment. Applications should proceed through various stages including the initial application, screening of qualifications, expert evaluation, preliminary interviews/academic reports, and departmental review, before being submitted to the university Leading Group for Faculty Development for deliberation. Applicants for tenured positions within the Teaching-Research Track must also pass review by the University Tenure Review Committee or the Review Committee for Professional and Technical Titles for Ideological and Political Course Teachers before their cases are submitted to the university Leading Group for Faculty Development. Once the appointment is confirmed, the formal appointment procedures are processed according to relevant regulations.

(3) Promotion

Key Regulation: *Measures for the Appointment of Professional and Technical Positions for Faculty at Tsinghua University.*

The university's faculty appointment and promotion work adheres to the principles of unified leadership, classified implementation, scientific evaluation, and fairness and transparency. The University Party Committee is responsible for overseeing faculty appointments, conducting investigations, and making the final decision on major matters regarding faculty appointments. The University Review Committee for Professional and Technical Positions coordinates the overall faculty appointment process. The Office of Human Resources is responsible for the management of faculty appointments. The Undergraduate Academic Affairs Office undertakes management tasks related to faculty appointments within its scope of responsibility. Secondary units, such as the

Scan the QR code to learn about the *Tsinghua University Measures for the Appointment of Faculty Professional and Technical Positions*

Schools and Departments, are responsible for the faculty appointment work within their units. The promotion procedures are as follows:

Promotion for those on the Teaching-Research track is conducted according to the standards and procedures defined in the *Measures for the Administration of Faculty Recruitment and Appointment of the Schools and Departments.*

Tenure-track positions at the associate senior level and below shall be appointed by the respective schools or departments. Following a review of teaching workload and quality by the Undergraduate Academic Affairs Office, and a review of the appointment standards and procedures by the Office of Human Resources, these appointments shall be submitted to the University Professional and Technical Position Appointment Committee for verification. For tenured Associate Professor and Professor positions, the schools or departments shall provide appointment recommendations in accordance with established procedures. After the Undergraduate Academic Affairs Office has reviewed the teaching workload and quality, the Office of Human Resources will submit the cases to either the University Tenure Review Committee or the Professional and Technical Position Review Committee for Ideological and Political Theory Teachers for evaluation. After passing this stage, the appointments will be passed to the University Professional and Technical Position Appointment Committee for final approval. Applications for Professor positions are subject to a frequency limit; the total number of applications shall not exceed two. There must also be an interval of at least three years between the two applications.

For the promotion of research-track faculty, schools and departments shall submit annual promotion plans to the university. Once approved by the university, these plans shall be implemented by the respective schools and departments. Applications for the position of Associate Researcher shall be reviewed by the schools or departments in accordance with relevant standards and procedures and then recommended to the university for review and record-keeping. For Researcher positions, following the departmental recommendation procedure, the university will organize a unified review, the results of which shall be reported to the Professional and Technical Position Appointment Committee for approval. Researcher positions are subject to an application limit: the total number of applications shall not exceed two, and there should usually be an interval of no less than three years between the two applications.

The promotion of teaching-track faculty is organized centrally by the university. Each school or department shall make recommendations within the quota of positions prescribed by the university, in accordance with the appointment standards and procedures for the various levels of teaching-track positions. Upon recommendation and submission by the schools or departments, the competent teaching department will conduct a verification of the qualifications of the applicant. Once the verification is passed, the Office of Human Resources will organize a unified evaluation. The results shall then be reported to the Professional and Technical Position Appointment Committee for final approval.

Applications for the position of Professor are subject to a frequency limit; the cumulative number of applications shall not exceed two. In principle, there must be an interval of at least three years between the two applications.

(4) Tenure-track and Tenure System

The tenure-track and tenure system is a key initiative designed to encourage faculty members to devote themselves to academic research and to enhance the vitality of the faculty team; it constitutes a vital component of the reform of the personnel system. Those on the Teaching-Research track are eligible for tenure. The tenure-track period comprises two stages—Assistant Professor and Tenure-track Associate Professor—which together do not generally exceed six years in total. Those who fail to secure a tenured position upon the expiration of the tenure-track period will not have their employment contracts renewed and

are ineligible for transfer to other faculty tracks. Applications for tenure (whether submitted concurrently with a promotion or not) are, in principle, permitted only once. Faculty members in the Teaching-Research track who obtain tenured positions may sign indefinite-term employment contracts. Faculty retirement shall be handled in accordance with national laws and relevant university regulations.

Faculty members who have been in charge of student affairs in their schools or departments for an extended period (generally three years or more) may have their tenure-track period extended, for a maximum of one year. Female faculty members who give birth during their tenure-track period may, upon application, have their tenure-track period extended for a maximum of one year. Faculty members who take sick leave for more than six months due to health reasons may, upon application and approval, have their tenure-track period appropriately extended. In principle, the extension shall not exceed the duration of the sick leave and shall not exceed one year in total. Those whose tenure-track period has already been extended shall not be granted any further extension.

In accordance with relevant national laws and regulations, if the employment contract relationship cannot be terminated upon the expiration of the tenure-track period, the tenure-track status shall terminate as scheduled, while the employment contract may remain in effect. During the validity period of the employment contract, the position and remuneration shall be handled in accordance with relevant regulations.

For faculty members appointed as Assistant Professors at the time of recruitment, the tenure-track period is generally six years, with employment contracts signed for two three-year terms. An evaluation will be conducted upon the expiration of the first contract. Following the evaluation, the renewal of the second employment contract shall be decided based on mutual agreement between both parties. For faculty members appointed as Tenure-track Associate Professors at the time of recruitment, the duration of the tenure-track period (not exceeding six years) shall be negotiated between the school/department and the individual.

Assistant Professors who meet the application criteria for Associate Professor may apply for the position, following the evaluation procedures of their respective schools or departments. Assistant Professors may apply for both the Associate Professor position and tenure status simultaneously; however, during the administrative process, the appointment to the Associate Professor position must be completed first. In other words, appointment as an Associate Professor is a prerequisite for applying for a tenured position. Applications for Associate Professor positions are no longer subject to quota restrictions. Each school or department shall conduct evaluations according to the standards and procedures specified in their *Measures for Faculty Appointment Management* and report the results to the university to be recorded.

Tenured Associate Professors are entitled to two opportunities to apply for promotion to Professor. If both applications are unsuccessful, the individual shall, in principle, not be eligible to apply for the Professor position again. Applications for Professor positions are no longer subject to quota-based management. Each school or department shall organize the application and evaluation process in accordance with the standards and procedures prescribed in their *Measures for Faculty Appointment Management,* and the evaluation results shall be submitted to the university for approval. Tenure-track Associate Professors may simultaneously apply for both tenure status and a position as Professor. In such cases, the school or department must conduct the deliberation according to the appointment procedures for Professor positions. Those who fail to pass the evaluation shall be deemed to have failed to obtain tenure status, and their employment contracts will not be renewed.

Scan the QR code to learn about the *Tsinghua University Regulations on the Evaluation of Staff and Faculty*

4.1.2 Faculty Evaluation

Responsible Department:

Faculty Office, Office of Human Resources; Contact Number: 62782920.

Key Regulations: *Tsinghua University Regulations on the Evaluation of Staff and Faculty.*

4.1.3 New Faculty Orientation Program

Responsible Department:

Center for Faculty Development, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62784668.

The university's New Faculty Orientation Program is a customized training initiative developed by the Center for Faculty Development. It aims to help new faculty familiarize themselves with the university, adapt to the transition in their teaching careers, clarify fundamental requirements, and provide a platform for networking and exchange.

As a mandatory component for applying for a Teaching Certificate, the program consists of Phase I (an Intensive Orientation Week) and Phase II (Continuous Training throughout the Academic Year).

Phase I training is organized at the beginning of the autumn semester each year; it is conducted entirely offline and lasts for 3 to 4 days. Phase II training is carried out over the following academic year through a blend of online and offline training, typically running from September to the following April, with an average of one to two training activities scheduled per month.

The training content covers three modules: Teacher Ethics and Ideological-Political Education, Education and Teaching, and Career Development. It makes use of a number of different formats, including lectures, workshops, observations, and site visits to provide professionalization and specialization training.

The Center for Faculty Development typically publishes notices on the Information Portal (info) in late August each year, and the registration of new faculty members is organized through the Human Resources officers of each unit.

4.1.4 Junior Faculty Development Mentor System

Responsible Department:

Center for Faculty Development of Faculty Affairs Office of the CPC Tsinghua University Committee, Office of Human Resources; Contact number: 62796597.

The university has established a Junior Faculty Development Mentor System. It encourages schools and departments to independently establish support activities for junior faculty. Based on the needs of junior faculty, each unit is expected to establish a mentor system tailored to its specific characteristics and formulate specialized implementation plans.

These advisory groups should be made up of experienced faculty members dedicated to teacher development. They are tasked with high-level talent cultivation, helping junior faculty members adapt to the working environment, develop professional capabilities, and transition to their new role. This guidance aims to give new faculty a solid start to their professional careers.

4.1.5 Academic Sabbatical System

Scan the QR code to learn about the *Implementation Measures for the Tsinghua University Academic Sabbatical System (Trial)*

Responsible Department:

Faculty Office, Office of Human Resources; Contact Number: 62782240.

An academic sabbatical refers to a period during which faculty members in the Teaching-Research track prioritize academic activities such as teaching, academic research, scholarly exchange, and the writing of monographs and textbooks, provided that the normal operation of Teaching-Research work is ensured.

The implementation of academic sabbaticals shall strictly follow the *Implementation Measures for the Tsinghua University Academic Sabbatical System (Trial)*.

4.1.6 Ideological and Political Education in Advisor-Student Relations

Responsible Department:

Graduate Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62783971.

Based on the principle that the advisor has primary responsibility for the cultivation of graduate students, and recognizing the vital importance of advisor-student interaction, to strengthen this relationship, the university has pioneered an initiative known as "Ideological and Political Education in Advisor-Student Relations." Specifically, this attempts to incorporate value shaping education into all aspects of the advisor-student relationship. By fostering harmonious advisor-student relationships and enhancing the quality of interaction, the university aims to build an "Advisor-Student Community" that integrates academic advancement, character building, and shared values, ultimately cultivating highly qualified talent who possess both moral integrity and professional competence.

To streamline the channels for reporting advisor-student issues, the university has established a dedicated feedback email: daoxue@mail.tsinghua.edu.cn. Relevant departments and schools will collaborate to coordinate and resolve any issues.

In accordance with the Tsinghua University Action Plan for Ideological and Political Education in Advisor-Student Relations, the university has established a comprehensive advisor training system. This includes departmental information sessions, "Psychological Education" counseling and training, "Advisor-Student Workshops," and an "Advisor-Student Hotline." Additionally, peer-to-peer information exchange courses for students have been developed.



Scan the QR code to join the "Psychological Education" classroom (Micro-courses are open to graduate advisors)

Scan the QR code to book the "Advisor-Student Hotline."

Scan the QR code to book the "Advisor-Student Peer-led Lectures."

To further enhance advisor-student interaction and foster a positive atmosphere within research groups, the university also provides advisors with a list of "30 Recommended Small Activities for Advisors and Students to Do Together."



No.1 Organizing a group birthday party; No.2 Hiking or spring outings off-campus; No.3 Completing a project presentation together; No.4 Watching a performance at Tsinghua Xuetang; No.5 Playing a board game together; No.6 Co-publishing a high-quality paper; No.7 Filming a short video together; No.8 Celebrating a traditional festival together; No.9 Conducting a brainstorming session; No.10 Participating in a Party lecture together; No.11 Conducting a semester review together; No.12 Engaging in social practice together; No.13 Reading a book together; No.14 Completing a campus long-distance run; No.15 Joining a "Teacher-Student Night Talk" session; No.16 Dining at the faculty canteen together; No.17 Reuniting with alumni; No.18 Joining the "December 9th" Choral Competition; No.19 Completing a practical task together; No.20 Listening to the advisor's stories about the past; No.21 Participating in community service together; No.22 Discussing graduation and career plans; No.23 Attending an academic conference together; No.24 Winning an award or honor together; No.25 Hosting a lecture for those outside the group; No.26 Sharing the group's 100th literature review; No.27 Developing a semester research plan together; No.28 Co-authoring an academic book; No.29 Having an "academic coffee" session; No.30 Jointly completing a grant application.

4.2 Education and Teaching

4.2.1 New Courses

(1) Undergraduate Courses

Responsible Department:

Training and Program Management Office, Undergraduate Academic Affairs Office; Contact Number: 62783353.

New courses are applied for by faculty members of the offering schools or departments based on educational need. These courses must maintain a correct political stance and align with the education objectives of the department and the direction of teaching reform. Instructors must clearly define the teaching objectives and learning outcomes of the new course, possess a full mastery of the course content, and employ appropriate teaching methods to reasonably plan and organize instruction.

The approval of new courses follows a two-tier review system at both the school/department and university levels. The workflow is as follows: Faculty Application → Review by School/Department Teaching Committee → Approval by School/Department Teaching Supervisor → Formal Review by the Undergraduate Academic Affairs Department → Online Publication of Course Syllabus for Feedback Review by the Subcommittee on Training and Curriculum. Faculty members offering a course for the first time must pass a trial lecture organized by the Teaching Quality Evaluation Center of the Undergraduate Academic Affairs Office.

Application Path: Log in to the Information Portal (info) → Apps → Teaching → New Course Application.

Scan the QR code to learn about the *Tsinghua University Management Regulations on the Offering of Undergraduate Courses*



Scan the QR code to learn about the *Several Provisions of Tsinghua University on Graduate Course Teaching*

(2) Graduate Courses

Responsible Department:

Office of Graduate Studies, Graduate School; Contact Number: 62795078.

Schools and departments may commission faculty members to apply for new graduate courses based on educational need and development of the major or discipline. Instructors must pass a trial lecture (or be granted an exemption) organized by the Teaching Quality Evaluation Center of the Academic Affairs Office to obtain teaching qualifications.

Applications for new graduate courses follow this procedure: Faculty Application (Online, during the first eight weeks of each semester) → Approval by School/Department Teaching Supervisor (Offline) → Review by the School/Department Teaching Committee or the Discipline/Professional Degree Subcommittee (Offline) → Formal Review by the Academic Affairs Department and Assignment of a Course Number.

Application Path: Log in to the Information Portal (info) → Apps → Teaching → New Course Application.

4.2.2 Qualification Assessment for Offering Courses

Responsible Department:

Teaching Quality Evaluation Center, Undergraduate Academic Affairs Office; Contact Number: 62789468.

The Teaching Quality Evaluation Center of the Undergraduate Academic Affairs Office is responsible for the assessment of qualifications for offering courses. Faculty members who joined the university after 2018 and were aged 45 or below (inclusive) at the time of recruitment must obtain the Certificate of Qualification for Offering Courses during their first term of appointment.

Qualification assessment comprises several components: training (16 contact hours of teaching ability enhancement training), course observation (8 observations of courses rated as excellent), teaching trial lectures, expert follow-up classroom observations, and student teaching evaluations. Applicants who complete all components, pass the expert review and student classroom teaching evaluations, and have no recorded teaching-related accidents will be granted the qualification for offering courses and issued the "Tsinghua University Certificate of Qualification for Offering Courses."

Download Path for the *Tsinghua University Measures for the Administration of Faculty Qualifications for Offering Courses:*

Visit https://qiyuan.tsinghua.edu.cn/home.jspx to access the Teaching Quality Evaluation Center website. Click "User Login" at the top and log in with your Unified Identity Authentication credentials. Click "Rules and Regulations" at the bottom right, locate "Teaching Qualifications and Assessment — *Tsinghua University Measures for the Administration of Faculty Qualifications for Offering Courses,"* and click to download.

4.2.3 Teaching Evaluation

Responsible Department:

Teaching Quality Evaluation Center, Undergraduate Academic Affairs Office; Contact Number: 62773918.

Teaching quality evaluation is a critical component for enhancing instructional quality and strengthening teaching management. The university attaches great importance to this work and has established a large-scale, standardized, and institutionalized multi-dimensional evaluation system that covers the entire teaching process.

Student Evaluation and Feedback: During the semester, the university utilizes the "Teaching Suggestions" module and instant feedback tools to build a communication bridge between faculty and students, assisting instructors in adjusting their teaching strategies in a timely manner. At the end of the semester, evaluations of faculty teaching are collected through the "Teaching Evaluation" system. Prior to graduation, graduating seniors provide comprehensive feedback on the effectiveness of teaching activities and faculty status. This feedback serves as a reference for refining training programs and instructional arrangements, thereby promoting faculty development.

School/Departmental Teaching Supervision: Each unit establishes a Teaching Steering Group. Experts conduct classroom observations focusing on the rigor of teaching content and the innovation of teaching methods, while also monitoring ideological compliance. These professional evaluations and suggestions for improvement serve as a vital supplement to student evaluations, adding a professional dimension to the assessment.

Cadre Sampling Evaluation: Cadres at all levels observe classes to gain insights into faculty teaching, student attendance, academic atmosphere, classroom environment, and teaching management, providing suggestions for enhancements of quality and the improvement of academic integrity.

Peer Observation: As a routine teaching activity, the university encourages faculty to voluntarily observe classes across disciplines and majors. Observing others inspires teaching innovation and enhances overall teaching capacity through observing excellent teaching cases and discussing challenges with other teachers.

Faculty Self-Evaluation: At the end of the semester, faculty conduct a multi-dimensional self-evaluation of their teaching practice, curriculum design, and student learning status. This serves as a basis for personal reflection and provides data for schools/departments to adjust curriculum settings and improve teaching management.

4.2.4 Handling of Teaching-Related Accidents

Responsible Department:

Teaching Quality Evaluation Center, Undergraduate Academic Affairs Office; Contact Number: 62773921.

A teaching-related accident refers to any instance where the order, progress, or quality of teaching is negatively affected due to the direct or indirect actions of instructors, teaching assistants, or administrative staff. Depending on the circumstances and consequences, teaching-related accidents are classified into General Teaching-Related Accidents and Major Teaching-Related Accidents.

Detailed provisions regarding the investigation, identification, and handling of teaching-related accidents can be found in the *Tsinghua University Provisions on the Handling of Teaching-Related Accidents*.

Faculty members should adhere to professional ethics, familiarize themselves with university and departmental regulations, and strive to prevent and minimize the occurrence of teaching-related accidents.

Download Path for the *Tsinghua University Provisions on the Handling*

of Teaching-Related Accidents:

Visit https://qiyuan.tsinghua.edu.cn/home.jspx to access the Teaching Quality Evaluation Center website. Click "User Login" at the top and log in with your Unified Identity Authentication credentials. Click "Rules and Regulations" at the bottom right, locate "Teaching Evaluation and Feedback — *Tsinghua University Provisions on the Handling of Teaching-Related Accidents,"* and click to download.

4.2.5 Teaching Portfolio

Responsible Department:

Teaching Quality Evaluation Center, Undergraduate Academic Affairs Office; Contact Number: 62789468.

The university has established a Teaching Portfolio system, which is used during the promotion process, as well as in various awards and excellence evaluations.

The teaching portfolio provides a multi-dimensional record of an individual's teaching process and learning outcomes. It captures an instructor's teaching attitude and competence while showcasing their unique instructional characteristics and achievements. It serves as a comprehensive teaching portfolio that illustrates a teacher's commitment to education and the quality of their instruction. By fully capturing the complexity of teaching, it facilitates holistic and accurate evaluation as well as more targeted professional enhancement.

Teaching Portfolio Checklist (Proposed)

No.	Item	Item		Attribute
1	Teaching CV	Consistent with HR evaluation forms		Mandatory
2	Teaching Data	Selected from the university teaching database (e.g., teaching workload, course syllabus, lecture notes, exam papers, student grades, etc.)		Mandatory
3	Teaching Statement (Key Focus)	Course understanding and positioning		Mandatory
		Teaching methods and tools		Mandatory
		How to incorporate the "Three-in-One" educational philosophy in teaching		Mandatory
		Typical educational cases (including but not limited to: 1. Course teaching; 2. Practical teaching, competitions, and scientific innovation guidance; 3. Class advisor or mentor roles; 4. Personalized training programs for undergraduate, master, and doctoral students, etc.)		Optional
4	Teaching Process Records	Certificate of Qualification for Offering Courses (Mandatory for faculty hired after 2018)		Mandatory/ Optional
		Classroom Evaluation	Student teaching evaluation	Mandatory
			Expert and peer evaluation	Mandatory
			Self-evaluation and reflection	Mandatory
		Record of teaching-related accidents		Mandatory
5	Teaching Development & Research	Teaching research and reform		Optional
		Teaching training and observations		Optional
		Teaching exchanges and conferences		Optional
6	Teaching Achievements & Awards	Teaching papers		Optional
		Textbook development		Optional
		Teaching achievement awards		Optional
		Teaching awards (Individual)		Optional

4.2.6 Course Rescheduling and Adjustment

Responsible Department:

Registration Center (Examination Center); Contact Number: 62773385.

Once the course schedule is finalized, any subsequent changes to course information — such as applying to add a class, cancel a class, or adjust a class (including changes to capacity, classroom, time, or instructor) — shall be processed through the online service system using the "New Class Application," "Course Cancellation Application," or "Course Adjustment Application" workflows. The relevant forms should be submitted to the offering school or department for approval.

If an instructor needs to take leave for personal reasons and adjust a single class session, the adjustment must be approved by the offering school or department and reported to the Teaching Quality Evaluation Center of the Academic Affairs Office for recording. The teaching secretary of the offering unit should also be requested to assist in cancelling the classroom reservation. The formal "Course Adjustment Application" workflow is not required for such one-time changes.

4.2.7 Course Grade Management

Responsible Department:

Registration Center (Examination Center); Contact Number: 62788110.

Instructors shall clearly specify the course assessment methods and grading systems in their course information. Course assessments are categorized into Examinations and Assessments. Grades are recorded using either the letter grade system (A+, A, A-, B+, B, B-, C+, C, C-, D+, D, F) or the Pass/Fail system (P, F).

Grade Submission: The primary instructor of a course must complete the grade submission within the period prescribed by the University, sign the printed Grade Registration Form and Grade Analysis Form, and submit them to the offering school or department for centralized archiving.

Grade Appeals: The grade appeal period typically falls within the first week of the new semester. The offering unit and the instructor are responsible for reviewing student appeal applications within the prescribed period. If a grade change is found to be necessary, the instructor must submit a Grade Change Application. Upon approval by the school/departmental teaching supervisor, the application must be reported to the Registration Center (Examination Center) no later than the second week of the semester.

4.2.8 Classroom Reservation

Responsible Department:

Registration Center (Examination Center); Contact Number: 62773392.

Classroom reservations for activities within the training program (such as lectures, makeup classes, examinations, supplementary course lectures, and extended academic reports) must be applied for by the instructor and the course number should be specified. Applications are subject to approval by the Undergraduate Academic Office or Graduate Academic Office of the respective department. For the autumn and spring semesters, classrooms can be booked at most one week in advance. During Week 12, reservations for Weeks 13–16 can be made ahead of time. During Week 15, reservations for Weeks 17–18 can be made (restricted to Q&A sessions).

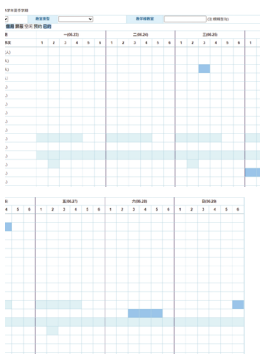
Checking Classroom Availability:

Access via: Information Portal (info) - Apps - Department (Undergraduate Academic Affairs Office) - Classroom Status.

Classroom Reservation:

Apply via: Information Portal (info) - Application Navigation - Department (Undergraduate Academic Affairs Office) - Classroom Reservation Application.





4.2.9 Class Advisor

Responsible Department:

Student Status Management Office, Undergraduate Academic Affairs Office; Contact Number: 62772337.

Each undergraduate class at the university is assigned a Class Advisor, who shall be a faculty member with high political quality, moral integrity, a strong sense of responsibility, and extensive teaching experience. The fundamental task of a Class Advisor is to foster virtue through education and to fulfill the mission of teaching and educating. They are expected to guide students toward holistic development and healthy growth. Class Advisors are responsible for building the class atmosphere and ensuring academic integrity. They should leverage their strengths in Teaching-Research to nurture students' passion for academia and knowledge, while guiding them to participate in academic and research activities and social practices. The focus of a Class Advisor is to guide students' academic development. Responsibilities include organizing theme-based class meetings, advising on academic progress and course selection, conducting interviews with students of special concern, and collaborating with relevant departments to promptly and appropriately handle emergencies and special situations.

The selection and appointment of Class Advisors are determined by the Joint Meeting of Party and Administration in their schools or departments. The term of appointment is generally no less than two years. To fully leverage the critical role of Class Advisors in education, the university organizes an annual "Outstanding Class Advisor" award. The achievements of these advisors are publicized on the university homepage, and the time spent fulfilling their role as advisor is officially counted toward their teaching workload.

Scan the QR code to learn about the *Tsinghua University Administrative Measures for the Work of Undergraduate Class Advisors*

Scan the QR code to learn about the *Tsinghua University Measures for the Selection of Outstanding Class Advisors*

4.2.10 Supervising Undergraduate SRT

Responsible Department:

Practical Teaching Office, Undergraduate Academic Affairs Office; Contact Number: 62785589.

SRT is the abbreviation for Student Research Training. It aims to strengthen the cultivation of students' critical thinking and practical abilities, enables undergraduates to receive research training at an early stage, understand the fundamental processes of scientific research, and master basic methods for conducting autonomous research. Over the past three years, more than 1,800 SRT projects have been approved annually, with over 3,200 student participants each year. Applications for SRT projects are accepted twice annually, at the beginning of the autumn and Spring Semesters. Full-time faculty members with intermediate professional titles or above, as well as non-graduating undergraduates, are eligible to apply for project initiation.

Application Path for Faculty: Log in to the Information Portal (info) using your employee ID - Apps - Teaching - SRT (Faculty Projects) to enter the SRT system. Approved projects receive a

certain amount of funding support, with a typical duration of six months to one year. Student grades for SRT projects are assigned by the supervising faculty member.

Each year, a group of outstanding SRT projects that have shown significant results in cultivating students' innovative and academic research capabilities are selected for awards, including the Grand Prize, First Prize, and Second Prize. Both the supervising faculty and participating students receive recognition and rewards.

4.2.11 Supervising Teachers for the "Ideological and Political Practice" Course

Responsible Department:

Undergraduate Academic Affairs Office and School of Marxism; Contact Number: 62796176, 62785575.

Emphasizing education through practice is an essential tradition and hallmark of Tsinghua. For decades the university's social practice programs have continuously evolved, become richer in content, and expanded their scale, with the aim of enabling students to "receive education, enhance abilities, and make contributions" through social engagement.

Starting from the Spring Semester of the 2022-2023 academic year, the university has mandated a compulsory ideological and political course for undergraduates —"Ideological and Political Practice." Students enrolled in this course may choose to participate in social practice teams organized and approved by the university or their respective schools/departments. Alternatively, they may conduct research practices in independent teams or as individuals under faculty guidance. The course group and instructors provide support through pre-departure planning, theoretical lectures, field supervision, and ongoing Q&A sessions.

Supervising teachers are key participants in the "Ideological and Political Practice" course, providing essential guidance for students. Faculty members participate on a voluntary basis.

4.2.12 Teaching Training and Development Support

Responsible Department:

Center for Faculty Development; Contact Number: 62797892.

A teaching development ladder has been established for four distinct groups: newly recruited faculty, young faculty, core faculty, and senior faculty. By integrating university-wide resources, the center provides teaching training to enhance faculty instructional capabilities.

Junior Teaching Training is designed for newly recruited faculty as they adapt to their new roles and begin classroom instruction. Centered on the "New Faculty Orientation Program," it provides a year-long training process. Through induction training, course observations, and teaching experience projects, the program focuses on modern teaching theories and Tsinghua's educational philosophy, fostering basic teaching competence and literacy among new teachers.

Intermediate Teaching Training is provided for young faculty (with 2–6 years of service) in their professional growth phase to help them establish a firm footing in the classroom. Specialized initiatives—including advanced teaching development projects, teaching research projects for young faculty, and teaching competitions, aim to enhance instructional design, pedagogical reflection, and teaching research capabilities, leading to a rapid and significant improvement in teaching standards.

Advanced Teaching Training is designed for core and senior faculty (with over 6 years of service) in their professional competency phase, to help them excel in the classroom. Centered on the "Scholarship of Teaching and Learning," the center employs thematic seminars, distinguished teacher development projects, and the creation of teaching communities. These efforts aim to empower core faculty to solve key challenges in teaching reform and equip them with the capacity for innovative instruction, pushing teaching standards to new heights.

Teaching training sessions and salons are organized periodically.

Registration notifications are released via the "Tsinghua Faculty Development" Enterprise WeChat account. Please follow the account for updates. Brief introductions to selected signature training projects follow below.

Scan the QR code to learn about past events

(1) "Teaching and Learning" Faculty Sharing Sessions

The organization of the "Teaching and Learning" Faculty Sharing Sessions is an initiative by the university to encourage teaching excellence and promote instructional development. It aims to build a platform for learning and exchange for all instructors to continuously improve their teaching quality. These sharing sessions are held once a month and are open for registration to all faculty members across the university.

Scan the QR code to learn about past events

(2) Tsinghua Distinguished Teachers' Teaching Forum

To preserve and promote the university's strong teaching traditions and culture, and to help faculty members gain a deeper understanding of Tsinghua's educational philosophy while encouraging greater commitment to teaching, the university organizes the "Tsinghua Distinguished Teachers' Teaching Forum." This initiative is a key component of faculty training and the enhancement of instructional capacity. The forum is held annually and is open for registration to all faculty members across the university.

(3) "Curriculum Ideological and Political Education 1+X"

The University's Center for Research on Ideological and Political Education in Curriculum, in collaboration with the Faculty Development Center, jointly organizes the "Curriculum Ideological and Political Education 1+X" series. This program includes a series of training sessions and discussion forums. By inviting distinguished scholars and teachers to share their experiences, the program strives to help instructors deeply understand and explore diverse ways to implement ideological and political education within their specific curricula. These salons are held 3 to 4 times per semester and are open for registration to all faculty members across the university.

Scan the QR code to learn about past events

(4) AI-Empowered Teaching Series Training

To further promote the development of AI-empowered education and teaching, encourage innovation in teaching methods, and improve teaching quality and efficiency, the Center for Faculty Development and the Online Education Center jointly organize the "AI-Empowered Education and Teaching" lecture series. These training sessions are held periodically and are open for registration to all faculty members across the university.

Scan the QR code to learn about past events

(5) Advanced Teaching Capacity Project for Young Faculty

The Advanced Teaching Capacity Project for Young Faculty targets faculty members who plan to apply for the Qualification Assessment for Offering Courses. It aims to assist young faculty to improve their teaching abilities during the course preparation process, laying a solid foundation for their development into outstanding teachers. The project is offered annually based on demand, with registration notices released to all faculty members across the university.

Scan the QR code to learn about past events

4.2.13 Young Faculty Teaching Competition

Responsible Department:

Tsinghua University Trade Union; Contact Number: 62782756.

The Tsinghua University Young Faculty Teaching Competition (known as "Qingjiao Sai") is a prestigious teaching competition co-hosted by the Tsinghua University Trade Union, the Undergraduate Academic Affairs Office, the Graduate School, the Office of Human Resources, and the Faculty Affairs Office of the CPC Tsinghua University Committee. The competition helps support the university's "Three-in-One" educational philosophy—comprising developing values, abilities and knowledge and using "promoting teaching through competition" to enhance the quality of teaching. The competition was established in 2004 and is held biennially (in even-numbered years).

The Municipal-level Young Faculty Teaching Competition was established in 1995 and is held in odd-numbered years, with participants limited to faculty under 40. The National-level competition was established in 2012 and takes place in August of even-numbered years, also restricted to faculty under 40.

Over more than 20 years of development, the university has formed a four-tier teaching training and competition model (School/Department—University—Municipal—National) and a four-stage workflow (Pre-competition Training, Mid-competition Feedback, Post-competition Summary, and Demonstration/Promotion). This system helps young faculty enhance important skills, such as teaching design, classroom lecturing, and the integration of values, into their teaching. According to the *Decision of the University Party Committee on Implementing Full Coverage of Education and Teaching Training and Competitions for Young Faculty,* faculty members in the tenure-track or teaching series aged 45 or below (inclusive) with teaching duties are required to participate in at least one university-level training and competition session. This is a mandatory requirement for their term-of-appointment evaluation. Young faculty members should plan ahead and actively follow or participate in the annual teaching training and competition activities organized by their respective schools/departments (departmental labor unions). During years when the competition is running, faculty selected by their departments register in late August and undergo training from September to mid-November. During this period, they must meticulously design a full course (submitting a teaching design) and polish a specific lesson (providing a lesson plan and a 20-minute lecture). Based on their discipline, competition will take place in late November in one of three groups: Engineering, Liberal Arts (including Ideological and Political categories), and Science and Medicine. Participants receive expert feedback and enhance their teaching capacity both through participation in the competition and professional exchange.

4.3 Academic Research

4.3.1 Research Project Management

Research projects receive funding from diverse sources, each with distinct management models and requirements. To facilitate the organization, application, and process management of various project types, the Research & Development Affairs Office has established the Research Planning Management Office, the Project Management and Service Center, and the Overseas Research Collaboration Office, each overseeing different project categories.

(1) Research Planning Management Office

The Research Planning Management Office primarily oversees the management and support of vertically funded research projects, encompassing the following project types:

① Quality management of key stages in the organization and application process for central and Beijing municipal government science and technology programs (special projects, funds, etc.) and research projects commissioned by ministries and commissions (excluding international cooperation projects). This primarily encompasses the National Natural Science Foundation of China, the National Key R&D Program, national major science and technology special projects (civilian sector), other national science, and technology special projects, as well as the Beijing Municipal Natural Science Foundation and the Beijing Municipal Science and Technology Program. These constitute the principal channels through which our university's faculty members apply for vertical science and technology projects (civilian sector). The aforementioned science and technology programs (special projects, funds, etc.) are administered by the relevant government departments or designated lead organizations. Each program operates within its own management framework and information system, with management systems having developed over many years to become relatively well-established. Management of such programs generally follows a sequence of guideline formulation, guideline publication, project application/review/approval, and project completion and acceptance. Relevant information is published on the respective program management websites. Faculty members should promptly monitor these websites for updates, familiarize themselves with the relevant management regulations, and understand each stage of the project management process. Research projects commissioned by other ministries, though also publicly funded, fall outside the planned framework. Consequently, these ministries retain considerable autonomy, resulting in less standardized and unified management processes. Faculty members are advised to actively monitor the websites of relevant government departments pertaining to their specializations to obtain timely information.

② In addition to the aforementioned central and Beijing municipal government-funded scientific research projects, the Research Planning Management Office collaborates with other departments within the Research Institute to jointly implement the 'Tsinghua University Autonomous Research Program'. Throughout the project application, review/approval, implementation, and completion and acceptance processes, the Research Planning Management Office will promptly disseminate relevant notices and institutional management requirements via multiple channels including the Information Portal (info) , email, telephone, and dedicated meetings. It also provides consultation and services to all faculty members across the university.

(2) Project Management and Service Center

The Project Management and Service Center primarily oversees the administration and servicing of university research project contracts (including civilian expenditure contracts, civilian lateral income contracts, and income contracts for sub-projects under foreign joint research institutions, etc.). It advances the development of relevant systems for research project contract management; promotes the implementation of full-life cycle management and support for research projects; handles bidding for lateral research projects, the recognition and allocation

Scan the QR code to learn about the *Implementation Plan for Acceptance Violations of Research Expenditure Contracts at Tsinghua University*

of research funding, and the certification of technology contracts; and coordinates the research management service window within the One-Stop Service Hall.

① Civilian Lateral Income Contracts: Refers to research contracts entered into by our institution with legal entities and other organizations within the territory of the People's Republic of China (excluding the regions ofHong Kong, Macao, and Taiwan), primarily encompassing technology development, technical consultancy, and technical service contracts.

② Civilian Sector Research Expenditure Contracts: Primarily involves the review and management of expenditure contracts for domestic civilian sector vertical research projects, domestic civilian sector horizontal research projects, foreign-related research projects, and Tsinghua University Autonomous Research Program projects.

③ System Registration, Amendment Review, and Completion Review for Vertical Research Projects: This encompasses registration review within the research information system following project approval, amendment review within the system after approval of various change requests for such projects, completion registration review within the system upon project conclusion, and review of income contracts for sub-projects under foreign joint-construction institutions.

(3) Overseas Research Collaboration Office

All forms of international research collaboration at our institution are centrally managed by the Overseas Research Collaboration Office. Such collaborations encompass research partnerships established through formal contracts between the university and overseas organizations, their wholly owned subsidiaries within China, representative offices, and similar entities; as well as research collaborations with these international partners supported by Chinese government ministries and commissions (excluding the National Natural Science Foundation of China). Based on the nature of the collaborating entity and funding source, the Overseas Research Collaboration Office categorizes and manages international research collaborations as follows:

① Foreign-related vertical research collaborations. These projects encompass the university's participation in state-funded science and technology programs and international cooperation initiatives under ministries, commissions, offices, and bureaus of the State Council (excluding international cooperation projects of the National Natural Science Foundation of China). These projects are managed by the relevant government departments or designated professional agencies, typically following procedures including guideline formulation and publication, project application/review/approval, and project completion and acceptance. Primary sources include the National Key R&D Program's key special projects on 'Intergovernmental International Science and Technology Innovation Cooperation' and 'Strategic Science and Technology Innovation Cooperation', governed by the *Interim Measures for the Administration of the National Key R&D Program* and *the Measures for the Administration of Funds for the National Key R&D Program.*

② Foreign-related horizontal research collaborations. Such projects refer to research collaborations undertaken by the University through research cooperation agreements with overseas organizations and their wholly owned subsidiaries or representative offices established within China. Given the significant differences in the political, economic, cultural, and legal backgrounds of partner entities in such international collaborations,

and to further standardize and strengthen the management of international research cooperation projects while safeguarding the university's legitimate rights and interests, the university has formulated and implemented the *Tsinghua University Management Measures for International Research Cooperation and the Implementing Rules for the Management of International Research Contracts at Tsinghua University.* These measures are established in accordance with the *Contract Management Regulations of Tsinghua University* and *the Management Measures for Research Contracts of Tsinghua University,* while also taking into account the practical circumstances of the university's international research cooperation management.

③ Special Program for Autonomous research Collaboration with International and Hong Kong, Macao, and Taiwan Partners. In light of the rapid expansion of collaborations between our university and global academic institutions and research organizations in recent years, and to effectively utilize the university's limited autonomous research resources, actively promote high-level international scientific and technological exchanges and cooperation with world-leading universities and research institutions in key fields, strengthen the internationalization of key research platforms, and refine relevant funding and management mechanisms, the Autonomous Research International and Hong Kong, Macao, Taiwan Cooperation Special Program is hereby established to encourage and support faculty members in conducting international research collaborations with overseas universities and research institutions. Detailed procedures and management regulations concerning application, implementation, and completion & acceptance of this special program are outlined in the *Implementation Measures for Tsinghua University's Autonomous Research Program, the Implementation Measures for Strengthening Research Collaboration with Overseas Universities and Research Institutions,* and *the Guidelines for the Autonomous Research International and Hong Kong, Macao, Taiwan Cooperation Special Program.*

Throughout the application and implementation phases of the aforementioned research projects or scientific endeavors, the University Research Institute will promptly disseminate relevant notices and institutional management requirements via multiple channels, including the Information Portal (info), email, telephone, and dedicated meetings. It will also provide consultation and support services to all faculty members. The table below outlines selected research project categories and their application deadlines.



Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
1	National Natural Science Foundation of China	The State has established the National Natural Science Foundation to fund basic research, support talent development, and team building, with funding primarily sourced from central budgetary allocations. Projects funded by the Foundation shall promote the organic integration of free exploration and goal-oriented approaches in basic research, and shall be determined in accordance with the Foundation's development plan and throughout the year project guidelines.	The centralized application period is generally in March, while non-centralized applications are accepted throughout the year on an irregular basis.	62784622
2	Beijing Natural Science Foundation	The Beijing Natural Science Foundation supports fundamental research, applied fundamental research, and related environmental enhancement activities within natural sciences and interdisciplinary fields. It fosters talent development and team building, thereby leveraging fundamental research to provide foundational support and drive innovation in scientific and technological advancement.	Irregularly	62784622
3	National Key Science and Technology Projects	National Key Science and Technology Projects represent major strategic scientific and technological initiatives deployed by the Central Committee of the Communist Party of China and the State Council. These encompass the 2030 Major Projects for Scientific and Technological Innovation, follow-up projects to major initiatives, and major projects oriented towards 2035.	Irregularly	62772846
4	Projects of other ministries and commissions	Projects of the National Development and Reform Commission, the Ministry of Housing and Urban-Rural Development, and other ministries and commissions	Irregularly	62772846
5	National Key R&D Program (excluding overseas key projects)	Addressing major public welfare research concerning national economic development and people's livelihoods, as well as critical scientific and technological issues impacting industrial core competitiveness, overall independent innovation	Throughout the year, the guideline publication by the respective responsible units shall prevail.	62783348
6	Beijing Municipal Science and Technology Program	Research projects (topics) involving fundamental research, applied research, and technological research and development undertaken by legal entities supported by Beijing municipal financial science and technology funding, as approved by the Beijing Municipal Science and Technology Commission and the Zhongguancun Science Park Management Committee; and other scientific and technological innovation research projects (topics) designated by the Municipal Party Committee and Municipal Government.	Irregularly	62772846
7	Projects of Other Government Departments in Beijing	Research projects (topics) Initiated by municipal-level government departments in Beijing, including the Beijing Municipal Health Commission, the Beijing Municipal Development and Reform Commission, and the Beijing Municipal Education Commission, and undertaken by legal entities supported by Beijing municipal financial science and technology funding, excluding those covered by the Beijing Municipal Science and Technology Plan and the Beijing Municipal Natural Science Foundation.	Irregularly	62772846
8	DuShi Special Project	The university has established a dedicated initiative to support tenure-track junior faculty in basic science departments, enabling them to focus wholeheartedly on fundamental research. This initiative provides tailored support through a "one-to-one approach" for each tenure-track junior faculty member in basic science departments.	The second quarter of each year	62772846

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
9	Research institutes established autonomously at university level	University-level autonomous research institutions are non-operational entities comprising three sub-categories: (1) Research institutions established by the university under commission from central ministries, commissions, or social organizations (referred to as 'commissioned institutions'); (2) Research institutions established in accordance with the university's strategic planning (referred to as 'strategic institutions'); (3) Research institutions established through social donations to support the university's disciplinary development (referred to as 'developmental institutions').	Institutional registration and amendment services are available throughout the year. Institutional reviews typically commence in late March or early April each year.	62770216
10	2030 Innovation Action Plan Major Projects	Play a leading role in fundamental research and serve as a source of major scientific breakthroughs. Strengthen efforts to tackle major scientific questions and key core technologies, establish coordinated mechanisms and resource safeguards, achieve breakthroughs in a number of major scientific questions from zero to one, overcome a range of strategically critical core technologies, and seize the strategic high ground in science and technology that is vital to long-term and overarching interests.	Irregularly	62783348
11	Domestic civil lateral income contracts and horizontal project tenders	This applies to the full-process management of projects where the project leader is a serving faculty member of the university, with the university's faculties or other secondary units serving as the specific implementing bodies, and where the university acts as one party in bidding and signing research contracts with domestic legal entities and other organizations.	Throughout the year	62781583 62792552 62782047 62782104 62792553
12	Civilian Research Expenditure Contract	This primarily encompasses the review and management of expenditure contracts for domestic civilian vertical research projects, domestic civilian horizontal research projects, foreign-related research projects, and self-directed research program projects.	Throughout the year	62792465 62781583 62792552 62782047 62782104 62792253
13	System Registration Review, Amendment Review, and Completion Review for Civilian Research Projects	Following the approval of vertical research projects, registration and review within the research information system; Following the approval of various change requests for the aforementioned projects, change review within the research information system; Following the completion of the aforementioned projects, completion registration and review within the research information system.	Throughout the year	62792465
14	Research Funding Allocation and Disbursement	Research Funding Allocation and Disbursement	Throughout the year	62773190
15	Management of Foreign-Related Horizontal Income Contracts (Excluding Sub-projects of Jointly Established Institutions)	This applies to the full lifecycle management of research contracts where the project lead is a serving faculty member of the university, with secondary units such as faculties and departments acting as specific implementing bodies. Such contracts are entered into by the university as one party to collaborate with overseas organizations and their wholly-owned subsidiaries or representative offices established within China.	Throughout the year	62796025

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
16	Management of Foreign-Related Vertical Projects	The comprehensive and standardized management of the entire process for key international science and technology innovation cooperation projects under the National Key R&D Program, including intergovernmental and strategic initiatives, as well as other international science and technology cooperation projects administered by various national ministries and commissions.	Throughout the year	62795236
17	Special Program for the Management of Autonomous research and International, Hong Kong, Macao and Taiwan Cooperation	This primarily encompasses the university-level research collaboration seed fund projects undertaken in partnership with overseas universities or research institutions, alongside the comprehensive management of other international autonomous research projects.	In accordance with the requirements of the call for submissions notice	62795236
18	Recognition of Technical Contracts for Foreign-Related Horizontal Research Projects and Application for Tax Exemption	Applicable for the recognition of technical contracts and tax exemption applications concerning foreign-related horizontal research projects, including technical development contracts, technical consultancy contracts, and technical service contracts. Among these, technical development contracts may apply for tax exemption (i.e., zero-rated VAT ordinary invoices may be issued); technical consultancy and technical service contracts may only apply for recognition, not tax exemption.	Throughout the year	62796025
19	Tsinghua University-Toyota Joint Research Institute Future Cities Interdisciplinary Program Full-Process Management	Provide comprehensive support and management services for faculty members applying to and selected for the Tsinghua University-Toyota Joint Research Institute Future Cities Interdisciplinary Program. This includes facilitating communication and negotiations with Toyota Motor Corporation, government bodies of technology demonstration cities, and corporate partners; securing resources; advancing project implementation; and supporting the commercialization of outcomes.	In accordance with the requirements of the call for submissions notice	82160672
20	Tsinghua University-Toyota Joint Research Fund Project Full-Process Management	Provide comprehensive management support for full-time faculty members at partner institutions who apply for and are selected to receive funding under the Tsinghua University-Toyota Joint Research Fund program.	In accordance with the requirements of the call for submissions notice	62781811
21	Joint Action on Climate Change and Carbon Neutrality International Cooperation	Full-process management of the Joint Action Funding Program for International Cooperation on Climate Change and Carbon Neutrality	In accordance with the requirements of the call for submissions notice	62781811

For detailed service information, please refer to: Information Portal (info) - Left-hand sidebar 'Departmental Service Information Guide' - Research Institute - Directory.

4.3.2 Management of Research Outputs

Research outputs refer to academic achievements attained by Tsinghua's teaching staff through scientific research. The Research Outputs Management Office of the Research & Development Affairs Office, in accordance with the university's research development objectives and relevant national and institutional policies, is responsible for managing research outputs. Specific responsibilities include the following:

(1) Management of Scientific and Technological Awards: Organizing nominations and submissions for national-level scientific and technological awards, provincial/ministerial-level scientific and technological awards, and social scientific and technological awards; acceptance nominations for international awards;

(2) Scientific Papers and Journal Management: Claiming, supplementing, and statistical analysis of papers across four categories (domestic journals, international journals, domestic conferences, international conferences) and SCI-indexed publications; organizing the university's journal management and development initiatives;

(3) Scientific Achievement Selection and Commendation/ Completion and Acceptance Management: Guiding and organizing the completion of scientific achievement Selection and Commendation/completion and acceptance processes for the university's research outputs;

(4) Management of affiliated academic societies and associations: Reviewing and approving applications for establishing or participating in academic societies under the university's auspices; conducting annual audits and overseeing major changes post-establishment;

(5) Intellectual property management: Managing intellectual property rights for scientific achievements including patents, software copyrights, and technical secrets; acceptance contracts for intellectual property agency services and scientific publishing agreements.

Notifications regarding research achievement management are disseminated to all units via the Information Portal (info) – Research Notices, email, and other channels. Detailed operational descriptions and requirements are outlined in the table below.

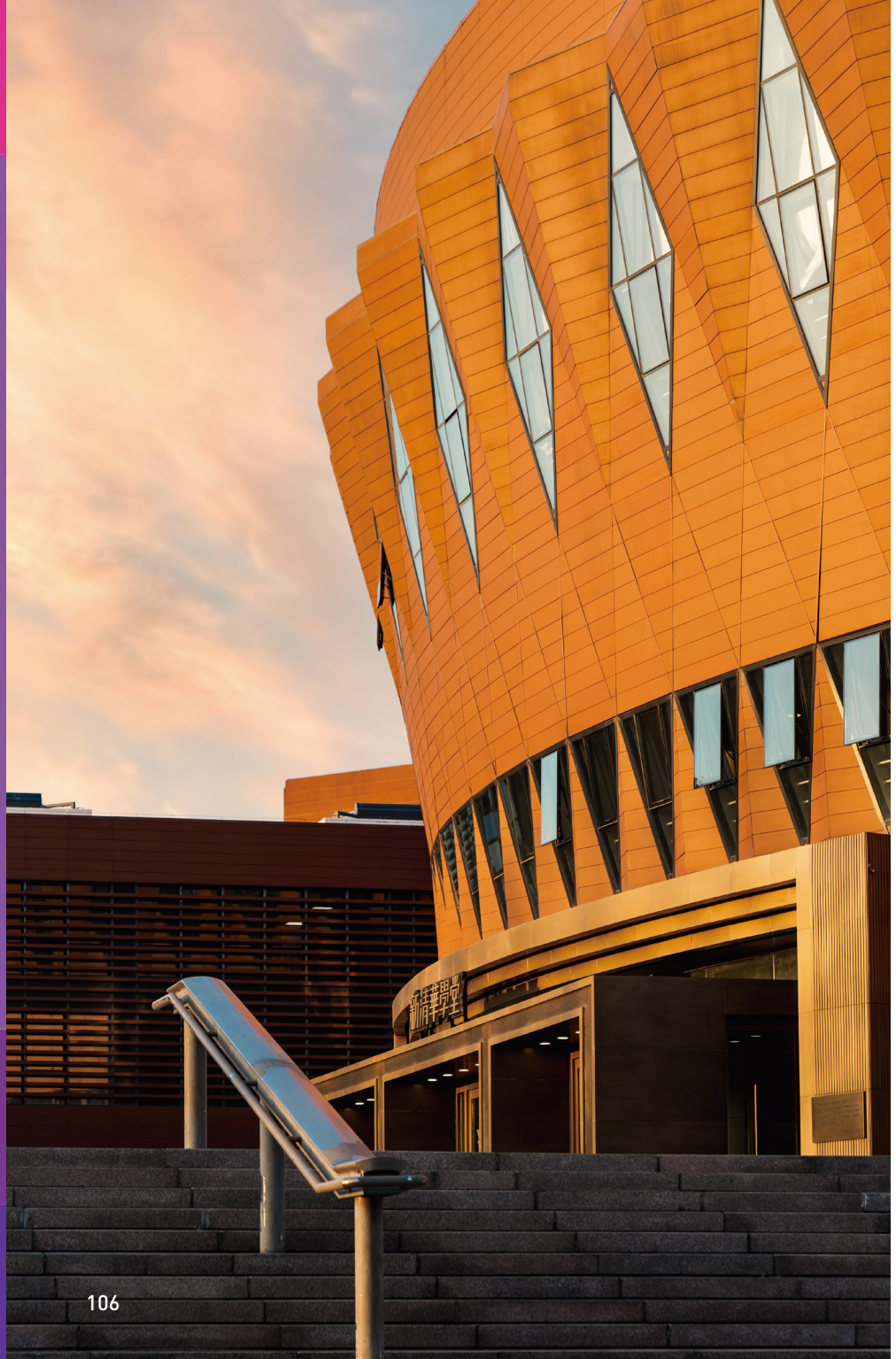
Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
1	National Science and Technology Awards	To reward individuals and organizations that have made outstanding contributions to scientific and technological progress, stimulate the enthusiasm and creativity of scientific and technological workers, and build an innovative country and a world-leading science and technology power, the state has established the following National Science and Technology Awards: National Highest Science and Technology Award; National Natural Science Award; National Technological Invention Award; National Science and Technology Progress Award; and International Science and Technology Cooperation Award of the People's Republic of China. Among them, the three major science and technology awards have special, first, and second prizes; the Highest Award and the International Cooperation Award do not have grade distinctions.	To be confirmed, scheduled to be evaluated once every two years	62784179
2	Ministry of Education Outstanding Scientific Research Achievement Award (Natural Sciences and Engineering Technology) (abbreviated as "Ministry of Education Award")	In accordance with the spirit of President Xi Jinping's important speeches on education and science & technology and the spirit of the central conference on talent-related work, to promote scientific and technological innovation in institutions of higher learning, improve the quality of cultivation of high-level innovative talents, support the construction of high-level science and technology self-reliance and world-class talent centers and innovation highlands, the Ministry of Education has established the Outstanding Scientific Research Achievement Award (Science and Technology). Categories: Natural Science Award and Technological Invention Award & Technological Progress Award, with special, first, and second prizes; Youth Award has no grade distinction.	To be confirmed, scheduled to be evaluated once every three years	62784624

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
3	Beijing Science and Technology Award	The Beijing Municipal People's Government has established the Beijing Science and Technology Award to reward individuals and organizations that have made outstanding contributions to scientific and technological progress in the city. Project categories: Natural Science Award, Technological Invention Award, and Science and Technology Progress Award, with special, first, and second prizes; Individual categories: Outstanding Contribution Zhongguancun Award, Outstanding Young Scholar Zhongguancun Award, International Cooperation Zhongguancun Award (no grade distinction).	Evaluated once a year	62784624
4	China Patent Award	Jointly carried out by the China National Intellectual Property Administration and the World Intellectual Property Organization, the China Patent Award selection work encourages and commends patent holders and inventors (designers) who have made outstanding contributions in implementing innovation and promoting economic and social development. Categories include: China Patent Gold Award, Silver Award, Excellence Award; China Industrial Design Gold Award, Silver Award, Excellence Award.	Evaluated once a year	62784624

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
5	Social Science and Technology Award and International Awards, etc.	Refers to regular science and technology awards established by non-governmental organizations or individuals using non-fiscal funding within the territory of the People's Republic of China, rewarding individuals and organizations that have made outstanding contributions to scientific and technological progress in basic research, applied research, technology development, and promotion of scientific and technological achievement transformation and application. Most international awards are established by governments, private institutions (academic organizations, foundations, enterprises, etc.) or individuals to reward people or organizations that have made outstanding contributions to world science and technology and human well-being. A distinctive feature is that there are no restrictions on nationality, race, gender, or skin color for nominees and candidates.	Throughout the year	62784589 62799805
6	Science and Technology Achievement Selection and Commendation / Completion and acceptance	Science and technology achievement Selection and Commendation/completion and acceptance is an important component of science and technology management work. It is a key means and guarantee for promoting the sustainable and healthy development of national science and technology undertakings, optimizing the allocation of science and technology resources, and improving the level of science and technology management. It provides key support for application, promotion and trial of new technology and new products, new product network promotion, science and technology operation, project acceptance, transformation and transaction of scientific and technological achievements, etc. Organized and evaluated by third-party professional completion and acceptance institutions.	Throughout the year	62799805

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
7	Management of Societies/ Associations Affiliated with or Registered under Tsinghua University	Examination, approval, post-establishment supervision, major changes and other related management work for academic social organizations established or participated in by relying on the university.	Throughout the year	62799805
8	Patent Services	The patent rights of service inventions and creations completed by faculty, staff and students in their positions belong to the university. Handles related business for applying for patents on scientific research achievements with protection value, including but not limited to patent application, patent statement formed by financial support projects, fast-track examination, patent change, patent abandonment, fee payment, etc.	When eligible research outcomes are generated	62784623
9	Copyright Services	The copyright of computer software and other service works completed by faculty, staff and students in their positions belongs to the university; the university has the right of priority use for other service works. Handles related copyright business, including but not limited to copyright registration, copyright change, etc.	When eligible research outcomes are generated	62784623
10	Standards Services	Faculty and student representatives participate in the formulation and revision of various standards, review expert applications from member units involved in standard-related work, standard applications, process documents, sign standard agreements, etc.	When participating in standard-related work	62784623

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
11	Intellectual Property Contract Services	When carrying out scientific research cooperation, practice and internship externally, the ownership of intellectual property rights shall be clearly agreed in the relevant contract; if not agreed or unclear, an intellectual property agreement shall be signed before applying for intellectual property rights. Entrusted service institutions may be commissioned to carry out intellectual property consulting services, and an intellectual property entrustment service contract shall be signed (amount less than RMB 500,000 and with the university).	When eligible research outcomes are generated	62784623
12	Filing and Approval of Publishing Contracts	Service works whose copyright is owned by individuals according to publishing regulations may use university funding support and receive reasonable remuneration. The publishing contract shall be signed by the author personally and go through the publishing contract filing procedures. For works whose copyright belongs to the university, signing the publishing contract requires approval procedures.	When the work is published	62784623
13	Intellectual Property Funding	To optimize the quality of intellectual property and promote the transformation of scientific and technological achievements, PCT and overseas patent applications, systematic intellectual property layout, patent information analysis and utilization, etc. that meet the conditions may be given partial special funding support.	As required	62792574
14	Other Intellectual Property Related Services	Integrated circuit layout design, technical secret related business, patent invalidation, intellectual property litigation and other related business, as well as other intellectual property-related business.	As required	62792574



4.3.3 Talent Support Schemes

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
Personnel/Talent Affairs Office Management				
1	Changjiang Scholars Program	To build a high-level teaching team in the new era and comprehensively improve talent quality, the Ministry of Education implements the "Changjiang Scholars Award Program", which includes Distinguished Professor positions, Young Scholars, University-Enterprise Joint Scholars, etc. It implements a tenure system and contractual management for appointees.	Regularly, generally submitted at the beginning of the fall semester each year	62789106
2	National High-level Talents Special Support Plan (Civilian Entrance)	The plan consists of Distinguished Talents, Leading Talents, and Young Top-notch Talents. The state provides "key support funding" to selected individuals in the plan, which is mainly used for selected participants to carry out independent topic research, talent cultivation, team building, and other aspects.	Regularly, generally submitted at the beginning of the Spring Semester each year	62789106
Research & Development Affairs Office Management				
1	National Natural Science Foundation of China – Young Scientists Fund Project	Established by the National Natural Science Foundation of China, the Young Scientists Fund project aims to promote the growth of young scientific and technological talents.	Regularly, submitted at the beginning of the Spring Semester each year	62784622
2	Beijing Outstanding Young Scientists Fund Project	Implemented by the Beijing Municipal Natural Science Foundation, it is an important component of Beijing's natural science funding system. It aims to cultivate a group of outstanding young academic leaders with the potential to enter the forefront of world science and technology.	Evaluated once a year	62784622
3	Beijing Outstanding Young Scientists Plan for Higher Education Institutions	Organized and implemented by the Beijing Municipal Education Working Committee, it builds a platform conducive to the growth and leapfrog development of young scientific research leading talents, with a focus on cultivating a group of young scientists with development potential.	Periodically	62772846
4	Central Universities Young Teachers Scientific Research Innovation Ability Support Project	Organized and implemented by the Ministry of Education, it aims to stably support a group of outstanding young teachers in higher education institutions who have national sentiments, strong innovation capabilities, and great potential, and to cultivate a group of high-level teachers and academic masters.	Evaluated once a year	62772846

4.3.4 Commercialization of Scientific and Technological Achievements

Scan the QR code to learn more about scientific research management.

The Office of Technology Transfer Management (hereinafter referred to as the 'OTTM') within the Research & Development Affairs Office is responsible for the commercialization of the university's scientific and technological achievements. The commercialization process, characterized by its complexity and diverse stakeholders, can be summarized in three phases: the Achievement Formation Phase, centered on identifying achievements and protecting intellectual property rights; the Achievement Incubation Phase, focused on technology maturation, acceleration, and market promotion; and, the Achievement Implementation Phase, encompassing commercial negotiations, transaction plan formulation, approval process fulfillment, project implementation, and subsequent follow-up management. In practice, the Office primarily handles tasks including achievement disclosure, proposal review, contract execution, and management oversight. Achievements' principal contributors may submit conversion project applications, subject to their faculty's approval and in accordance with the University's relevant approval procedures, based on project development requirements. The conversion projects will be promptly publicized via the 'Office Notices' section of the Information Portal (info).

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
1	Achievement Transformation Project Approval	Achievement transformation can adopt methods such as technology licensing. For methods such as licensing, technology transfer, and equity investment, faculty members apply to the department/institute where the achievement was completed. The OTTM conducts project review and approval in accordance with relevant university regulations. The reviewer is determined by the OTTM based on the department/institute and technical field. The achievement transformation module of the technology transfer system allows full online Acceptance of the entire process.	According to project requirements	62788277 62798352 62785826 62795065 62796405 62797602
2	Signing of Achievement Transformation Contracts	For achievements that have completed the approval process for transformation projects, issue the *Decision on Disposition of Scientific and Technological Achievements*, and sign technology licensing contracts, technology transfer contracts, equity investment agreements, etc. accordingly. Technology licensing contracts and transfer contracts can be handled online through the technology transfer system. Equity investment agreements are organized and signed by the asset management company.	According to contract requirements	Contact the original achievement transformation project reviewer (same as Table 1)
3	Registration of Achievement Transformation Contracts	After registration with the Beijing Technology Market Management Office, you can issue a "VAT ordinary invoice" (exempt from VAT). Please use the reserved mailbox in advance for Acceptance. The OTTM can assist faculty in contract registration; please log in to the technology transfer system to provide relevant materials and information.	According to project requirements	62796001

Serial No.	Project Name	Brief Description	Submission/ Recommendation Date	Contact Number
4	Distribution of Cash Incentives for Achievement Transformation	Cash incentives can enjoy preferential tax reduction policies, with 50% reduction included in the "salary and allowance income" of scientific and technological personnel, and individual income tax paid in accordance with the law. Procedures can be handled through the technology transfer system. Before the first advance payment, please download the *"Cash Incentive Confirmation Form"* template, submit it to the finance department for acceptance tax reduction filing procedures. For projects that have completed filing, the advance payment purpose is "transformation of scientific and technological achievements".	According to project requirements	62796001
5	Change of Ownership of Related Patents/ Copyrights for Achievement Transformation	For patents/software involved in technology transfer and equity investment projects, change the ownership according to the provisions of the technology transfer contract. After reaching the change node, submit for acceptance. For projects entering equity via the asset management company, issue a *"Progress Notification"* and handle after registration. Please log in to the technology transfer system to initiate the relevant procedure.	According to project requirements	62796001
6	Management of Achievement Transformation Contract Receivables	Conduct contract payment reconciliation twice a year. For contracts where payment cannot be received on time, urge the responsible person of the contract signing party to perform in accordance with the contract. For contracts that cannot be implemented according to the agreed period, handle in accordance with the *Tsinghua University Scientific and Technological Achievement Transformation Project Settlement Plan.*	Every May and November	Contact the original achievement transformation project reviewer (same as Table 1)
7	Intellectual Property Completion and acceptance	For scientific and technological achievements disposed of through transfer or equity investment, the reviewer shall entrust a third-party professional institution for asset completion and acceptance, sign a completion and acceptance contract. For completed completion and acceptance projects, file in accordance with national asset management regulations after review.	According to project requirements	Contact the original achievement transformation project reviewer (same as Table 1) Filing: 62796001
8	Achievement Release	For technical achievements with promotion needs, refer to the template to draft promotional copy; after review and approval, publish via the OTTM's WeChat official account or other self-owned platforms.	According to project requirements	62789456

For detailed service information, please refer to: Information Portal (info) - Left-hand sidebar 'Departmental Service Information Guide' - Research Institute - Directory.

Scan the QR code to learn about the *Tsinghua University Management Measures for the Completion and acceptance, Disposal and Rights Distribution of Scientific and Technological Achievements*

Scan the QR code to learn about the *Negative List for the Commercialization of Scientific and Technological Achievements at Tsinghua University*

4.3.5 Academic Exchange and Development Support

Responsible Department:

Faculty Development Center, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62796597.

A phased faculty development support system has been established in accordance with the natural progression of academic growth. Through structured training programs, faculty gain deeper insight into relevant academic frameworks, allowing them to pursue research with greater rigor and precision. Themed exchange events also foster dialogue with renowned scholars and early-career academics from other disciplines. These opportunities help faculty refine their research focus, strengthen career planning, and sustain long-term academic growth.

Academic development salons are held irregularly. Registration notices are published on the 'Tsinghua Faculty Development' WeChat Official Account. Please follow for updates. Selected programs include:

Scan the QR code to view details of past events

(1) National Natural Science Foundation Application Guidance

To assist faculty in the early stages of academic development with research planning and mastering project application/management methodologies, the Faculty Development Center offers 'National Natural Science Foundation Application Guidance'. The program is organized by faculty and in multiple sessions, offering both policy and directional guidance on grant applications and subject-specific application methodologies. Tailored for newly appointed faculty, it also provides valuable insights for early-career academics on effective research planning and scientific practice. Sessions are held towards the end of the year, organized by discipline, and open to all faculty members across the university.

(2) Quarterly Young Scholars Salon

Scan the QR code to view details of past events

The Quarterly Young Scholars Salon is jointly organized by the Office of Academic Planning and Development and the Center for Faculty Development. Conducted as intimate, in-depth discussions, the salon invites distinguished scholars from cutting-edge fields to lead talks and facilitate exchanges on interdisciplinary research themes. It aims to foster cross-disciplinary collaboration and exchange, thereby supporting young scholars across all disciplines in pursuing interdisciplinary research and cultivating a vibrant atmosphere for cross-disciplinary engagement. The salon is held quarterly and is open to all faculty members for registration.

(3) Qingzhi Empowerment · Scholars' Salon

Scan the QR code to view details of past events

To further advance the university's AI-empowered scientific research initiatives, innovate research methodologies, and enhance scholarly output quality and efficiency, the Research & Development Affairs Office in collaboration with the Faculty Development Center presents the 'Qingzhi Empowerment · Scholars' Salon' series. This program invites distinguished academics specializing in 'AI for Research (AI4R)' to engage in dialogue, fostering intellectual exchange, consensus-building, and interdisciplinary collaboration. The salon will be held irregularly and is open to all faculty members for registration.

(4) 'Seeking Guidance' (WenDao) Series

Scan the QR code to view details of past events

The 'Seeking Guidance (WenDao)' series establishes an exchange platform enabling mid-career and young scholars to engage in dialogue with strategic scientists, leading researchers, and academic masters, discussing career aspirations and life planning. Distinguished guests have included world-renowned computer scientist Professor Andrew Yao, Academician Zhu Bangfen from Tsin-

ghua's Department of Physics, and Academician Chen Deliang from the Department of Earth System Science. The program is open for registration to all faculty members across the university.

Scan the QR code to view details of past events

(5) Lotus Rhythm (HeYun) Salon · Female Teachers' Salon

To foster a cultural environment that values understanding, respect, and care for female educators, and to further unlock the potential and vitality of the female teaching workforce, the university supports the establishment of a Female Teachers' Salon Working Group. This group will independently organize the 'Lotus Rhythm (HeYun) Salon' (the university's female teachers' salon) series of activities. The salon will regularly host diverse exchanges, seminars, and research activities centered on moral education, teaching practices, and professional development. These initiatives aim to help female educators focus on their core responsibilities in nurturing virtue, leverage their unique strengths in teaching and mentoring, distill insights from pedagogical research and professional wisdom, and share these with like-minded colleagues. This will illuminate the path forward for more female teachers and students while contributing suggestions for the school's high-quality development. The salon also warmly welcomes the active participation of male educators, collectively fostering a harmonious and supportive campus environment and building a caring educational community. Registration for these activities is open to all teaching staff across the university.

4.4 Public Services

4.4.1 Open Consultation Hours

Responsible Department:

Registration Center (Examination Center); Contact Number: 62772882.

To foster a warm campus culture, strengthen faculty-student interaction, and promote interdisciplinary exchange, the University has established the 'Tsinghua University Open Consultation Hours System'. Faculty members shall publicly announce their available consultation times and locations to all students. All students, regardless of faculty or discipline, may arrange face-to-face consultations with faculty during these designated periods at the agreed locations. Faculty members in both the Teaching-Research Series and the Teaching Series shall allocate at least 16 hours of open consultation time (equivalent to one hour per week) during each spring and autumn semester (16 weeks). These sessions may be held in faculty offices or other mutually agreed locations. During these periods, faculty may address student queries or organize 'micro-salon' activities. Open consultation time may be counted towards non-classroom teaching workload within the teaching workload assessment.

Registration pathway for open consultation hours: Information Portal (info) - Apps - Academic Affairs Office - Open Consultation Hours.

4.4.2 College Tutors

Responsible Department:

College Management Center; Contact Number: 62780147.

With a view to guiding students' academic aspirations and promoting their holistic development, the colleges listed below invite university-wide faculty to serve as mentors: Zhili College, Rixin College, Weiyang College, Tanwei College, Xingjian College, Weixian College, Xiuzhong College, Dushi College, Zhishan College, Wuqiong College, Zijing College, Ziqiang College, and Shuimu College.

Freshman mentors primarily assist students in swiftly adapting to university life. Key responsibilities include understanding students' fundamental circumstances, guiding them in planning their development pathways, strengthening foundational knowledge, enhancing comprehensive abilities, and encouraging them to set ambitious goals.

Sophomore academic mentors focus on helping students discover professional interests and academic passions. Key responsibilities involve helping students identify their academic strengths and talents, and guiding them in engaging in research-based learning and scientific practice.

Junior research mentors support students in independently conducting research-based learning and advancing undergraduate research exploration. Their primary focus is to assist students in solidifying their academic interests and guiding them into the integrated undergraduate-postgraduate long-term development pathway.

Freshman mentors and sophomore academic mentors shall generally supervise no more than five students each. Appointments are made through unified invitations by the college, with mutual selection between mentors and students. Junior research mentors are encouraged to provide personalized guidance, typically supervising no more than three students each. Students proactively extend invitations to mentors, which require mentor approval before submission to the college for confirmation. Each mentor may supervise a maximum of eight students in total. Generally, mentors should engage with students for no fewer than 2.5 hours weekly (calculated over 32 weeks throughout the year). Mentors serve one-year terms, with continuous appointment encouraged. The college oversees mentor performance completion and acceptance, with outcomes informing reappointment decisions and eligibility for commendations.

New academic year mentors are typically invited at the end of the Spring Semester. Updates may be found via the 'College: Cong You' platform and respective college WeChat accounts.

4.4.3 Dual-Role Faculty Members Serving as Student Counselors

Responsible Department:

Student Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62787263.

Dual-role teaching staff counselors comprise: - Deputy Party Secretaries overseeing student affairs in faculties/schools and colleges (including Party General Branch Secretaries of colleges) - Heads of Party Committee Student Affairs Groups - Heads of Party Committee Postgraduate Affairs Groups (hereinafter referred to as 'Heads of the Two Groups'). These roles shall generally be filled by serving Party member teaching staff, with preference given to outstanding faculty members holding tenured positions in Teaching-Research series. Newly appointed faculty members serving in dual roles within schools and colleges must possess at least one year of prior experience in student affairs, such as serving as a dual-role political counselor, form tutor, or ideological and political education lecturer. Heads of the two groups within schools should, generally, be concurrently appointed Party Committee members and be included in the school's pool of outstanding young cadres.

The performance of dual-role teaching-counselling staff shall be incorporated into their annual Selection and Commendation, with Selection and Commendation outcomes serving as a key reference for annual grading and various commendations. Teaching workloads corresponding to the duties of dual-role teaching-counselling staff who pass Selection and Commendation shall be recognized at 4 credit points per annum. Teaching staff in the Teaching-Research series holding provisional appointments may apply for a one-year extension to their provisional appointment period if they have served as dual-role teaching-counselling staff for over three years.

4.4.4 Student Society Advisors

Responsible Department:

Student Society Division, Communist Youth League Committee of Tsinghua University; Contact Number: 62794062.

Student societies serve as vital vehicles for implementing the fundamental task of fostering virtue through education and advancing holistic development. They are mass student organizations established under the leadership of the University Party Committee and guidance of the League Committee, where students pursue activities aligned with their growth needs and personal interests and talents. As of May 2025, there are 278 registered student societies across nine categories: theoretical research, academic research, technological innovation, artistic pursuits, sporting activities, comprehensive interests, regional exchanges, international exchanges, and voluntary service. On average, each undergraduate joins 2.5 societies during their studies.

Each student society shall have at least one supervising tutor. The supervising tutor is responsible for ensuring the society's development remains on the correct path, guiding its development and construction, strengthening the ideological and political education of society members, standardizing the society's daily management, guiding society activities, conducting training for key members, regularly summarizing the work of the society under their supervision, promptly identifying and addressing prominent issues in the society's construction and activities, and reporting to the university's student affairs department.

Advisors must possess strong ideological and political qualities, organizational management skills, and relevant subject knowledge pertaining to the student society. They should demonstrate extensive experience, enthusiasm for public service, a spirit of dedication, and a commitment to student development. Advisors shall be appointed from among the teaching staff of the relevant academic department. Advisors for ideological and political societies, or those engaged in voluntary public service, must be members of the Communist Party of China. All activities and promotional materials, both online and offline, must be approved by the advisor.





4.5 International and Hong Kong, Macao and Taiwan Region Exchange

4.5.1 Official Travel Outside the Chinese Mainland

Responsible Department: Outbound Visiting Office, Office of International Affairs//Office of Hong Kong, Macao and Taiwan Affairs

Contact Number: 010-62783741, 62780795, 62785830

The Outbound Visiting Office facilitates the development of international exchange platforms and provides operational support for the university's official travel outside the Chinese Mainland. It coordinates the approval processes for official travel, manages dispatch procedures for faculty, staff, and students, and ensures the efficient execution of all travel-related administrative affairs. Major scope of services includes:

1. Application Approval & Review: Review and approval of official travel applications, as well as travel modification requests.

2. Passport & Visa Processing: Application and processing of official passports, Exit-entry Permit for Travelling to and from Hong Kong and Macao for official purposes, visas, endorsements, and official travel certificates.

3. Financial & Logistics Assistance: Handling Expense Budget Form for Advance, official travel document and visa application, and fee payments.

4. Pre-Departure Support & Verification: Pre-departure orientation/training, processing special disclosures/applications, and verification of official travel certificates.

4.5.2 Global Scholars and International Conferences

Scan the QR code to visit the official website of the Office of International Affairs

Responsible Department:

Global Scholars, Office of International Affairs;

Contact Number: 62786874.

The Global Scholars Office coordinates and expands resources for engaging foreign experts, establishes and refines foreign affairs management and service mechanisms to attract globally renowned talent to the university, and fully leverages the role of foreign experts in building a world-class institution. It oversees foreign affairs management for visiting overseas scholars, national foreign expert programs, international conferences, honorary degree and title selections, and centralized management of Sino-foreign cooperative education programs. Key responsibilities include:

(1) Management of long-term foreign expert work permits, residence permits, permanent residency applications, and visa acceptance for entry into China;

(2) Approval and reporting procedures for long-term personnel from the Hong Kong SAR, Macao SAR, and the Taiwan Region;

(3) Approval and visa arrangements for short-term visits by overseas experts;

(4) Administration of honorary degrees and honorary titles, and management of Sino-foreign cooperative education programs;

(5) Management of talent recruitment projects;

(6) Application and management of international conferences held in China.

4.6 University-Level Reward System

Responsible Department:

Office of Teacher Ethics and Professional Conduct, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62792675.

Scan the QR code to learn about the *Staff Reward Regulations of Tsinghua University*

University-level rewards are categorized as Major Merit, Merit, Commendation, etc., as detailed in the *Staff Reward Regulations of Tsinghua University.*

4.6.1 Teaching Awards

(1) Teaching Achievement Award

Responsible Department:

Center for Teaching Quality Evaluation, Undergraduate Academic Affairs Office; Contact Numbers: 62782914, 62773921.

Teaching achievements refer to outstanding accomplishments in undergraduate education, postgraduate education, or continuing education, particularly in areas such as teaching infrastructure development, pedagogical innovation, or instructional management. The Tsinghua University Teaching Achievement Award is conferred upon collectives and individuals demonstrating remarkable accomplishments in teaching. This award is conferred biennially, with categories including Special Prize, First Prize, and Second Prize. For further details, please consult the Tsinghua University Teaching Achievement Awards Regulations.

In accordance with the principle of tiered recommendation for teaching achievement awards, receiving a university-level First Prize or higher is a prerequisite for nomination for municipal-level and national-level awards.

(2) Young Faculty Teaching Excellence Award

Responsible Department:

Center for Teaching Quality Evaluation, Undergraduate Academic Affairs Office; Contact Number: 62789468.

The Tsinghua University Young Faculty Teaching Excellence Award recognizes young faculty members who have achieved outstanding results in educational reform and teaching work. This award is conferred annually, honoring ten recipients.

Eligible candidates must be full-time faculty members with at least two years of teaching experience at Tsinghua University and generally aged 40 or under in the year of application. For further details, please refer to the *Implementation Plan for the Tsinghua University Young Faculty Teaching Excellence Award.*

(3) Annual Teaching Excellence Award

Responsible Department:

Center for Teaching Quality Evaluation, Undergraduate Academic Affairs Office; Contact Numbers: 62782914, 62773921.

The Tsinghua University Annual Teaching Excellence Award is conferred upon serving teaching staff who have undertaken undergraduate or postgraduate teaching during the assessment year and received commendation from students and peers for their instructional work. This award is conferred annually, with a maximum of 100 recipients per year.

Candidates must meet one of the following criteria: receiving a 'Good Teacher' rating in graduate surveys, ranking within the top 5% of student teaching evaluations, or demonstrating outstanding contributions to teaching innovation. For details, please refer to the *Regulations for the Selection and Awarding of the Tsinghua University Annual Teaching Excellence Award.*

(4) New Century Teaching Achievement Award

Responsible Department:

Center for Teaching Quality Evaluation, Undergraduate Academic Affairs Office; Contact Numbers: 62782914, 62773921.

The Tsinghua University New Century Teaching Achievement Award recognizes serving faculty members with over 15 years of cumulative teaching service at the University, distinguished by exemplary professional ethics, widespread student acclaim, and peer recognition. This biennial award honors no more than 10 recipients per cycle, with at least 50% being instructors of foundational courses.

Recommendations for the New Century Teaching Achievement Award shall follow a nomination system. For detailed procedures, please refer to the *Tsinghua University New Century Teaching Achievement Award Implementation Plan.*

Detailed information on the above teaching awards may be downloaded via the following path: Access the Teaching Quality Assessment Center website at https://qiyuan.tsinghua.edu.cn/home.jspx. Select 'User Login' at the top of the page and log in using your campus unified identity credentials. Navigate to 'Regulations and Policies' in the bottom-right corner, locate 'Teaching Achievements and Awards', and download the following documents: *Tsinghua University Teaching Achievement Awards Regulations, Implementation Plan for the Tsinghua University Young Faculty Teaching Excellence Award, Tsinghua University Annual Teaching Excellence Award Selection and Reward Measures, Tsinghua University New Century Teaching Achievement Award Implementation Plan.*



4.6.2 Academic Awards

Scan the QR code to learn about the *Implementation Plan for the Tsinghua University New Academic Talent Award*

Responsible Department: Office of Human Resources;

Contact Number: 62788035.

The Tsinghua University New Academic Talent Award recognizes young faculty members demonstrating innovative spirit in academic research and achieving outstanding scholarly accomplishments in recent years. As the highest academic honor for junior faculty at Tsinghua University, this award is conferred annually. Selection prioritizes candidates' recent contributions to university operations, with particular emphasis on evaluating their innovative capacity and academic research potential. The university provides each recipient with a monetary award to support teaching, research, and the enhancement of working conditions.

4.6.3 Comprehensive Awards

(1) Tsinghua University Outstanding Contribution Award

Responsible Department: Office of Human Resources;

Contact Number: 62788035.

The Tsinghua University Outstanding Contribution Award recognizes exceptional contributions made by Tsinghua faculty and staff to talent cultivation and institutional development. This biennial award honors no more than three recipients per cycle. Recipients of the first ten awards include: Wu Liangyong, Jin Zhaoxiong, Huang Kezhi, Zhao Nanming, Qian Yi, Zhao Chunjun, Li Xueqin, Chen Haoming, Jin Guofan, Wang Mingzhi, Li Yanda, Zuo Huancong, Zhang Chuhan, Jin Yong, Li Qiang, Yao Qizhi, Zhu Bangfen, Wu Jianping, Yan Xuetong, Nie Jianguo, Qian Yingyi.

(2) Selection of Tsinghua University Advanced Collectives and Outstanding Workers

Scan the QR code to view the *Regulations for the Selection and Commendation of Advanced Collectives and Outstanding Workers at Tsinghua University*

Responsible Department:

Office of the CPC Tsinghua University Committee; Tsinghua University Trade Union;

Contact Number: 62795826.

The University annually organizes the selection and commendation of advanced collectives and outstanding workers. In accordance with the *Tsinghua University Regulations for the Selection and Commendation of Advanced Collectives and Outstanding Workers*, the Office of the CPC Tsinghua University Committee and Tsinghua University Trade Union publish a notice in the 'Information Portal (info) - Office Notices' section by the end of December each year, inviting nominations from all faculty and staff. Party committees of secondary units shall organize unified nominations based on the notification requirements and allocated quotas. After necessary democratic procedures and consideration of actual circumstances, the recommended list shall be determined and submitted to the University Trade Union. The university organizes relevant departments (bodies) to review and evaluate the recommendations from each unit. The list of awardees is discussed and determined at a meeting of the Standing Committee of the University Party Committee. Following university-wide public display for confirmation, the commendations are formally presented. The Office of the CPC Tsinghua University Committee publishes the *Notice on Announcing the List of Commendations for Tsinghua University's Outstanding Collectives and Outstanding Workers for the XXX Academic Year* in the 'Information Portal (info) - Office Notices' section.

Chapter 5
Faculty Members' Rights, Benefits, and Services

5.1 Compensation and Benefits

5.1.1 Remuneration

Responsible Department:

Remuneration Section of the Office of Human Resources. Tel: 62782970.

The University has established remuneration systems tailored to the job responsibilities and work nature of different faculty categories:

· Faculty in Teaching-Researching posts: Operate under an annual salary system, which is divided into two models: the structural annual salary （结构型年薪） and the package annual salary （一揽子型年薪）.

· Faculty in teaching posts: Operate under a post-performance salary system. Their salary consists of three parts: base salary, teaching performance salary, and other income.

· Faculty in researching posts: Operate under a post-performance salary system. Their salary consists of three parts: base salary, research performance salary, and other income.

Implementation & Management: The remuneration system is co-organized and implemented by the University and its secondary units (schools/departments). The University is responsible for formulating the overall faculty remuneration allocation plan. Different units (Schools/Departments) establish their own Remuneration Committees to determine specific implementation measures. These committees are responsible for determining and adjusting the basic annual salary levels for the faculty in Teaching-Researching posts, as well as the basic teaching performance salary levels and bonus performance quotas for the faculty in teaching posts. These measures are implemented after being reported to and approved by the University.

For the faculty in researching posts, the base salary is paid by the University, while the research performance salary is primarily funded by research project grants. Additionally, the University has established Full-time Chair Professor positions; appointees are entitled to the specific benefits associated with this role.

5.1.2 Social Security and Medical Insurance

(1) Employment Contract System（聘用合同制）

Responsible Department: Benefits Section of the Office of Human Resources. Tel: 62771585.

For faculty and staff under the Employment Contract System, the University establishes the pension insurance for central state organs and public institutions (including basic pension and occupational annuity), unemployment insurance, work-related injury insurance, and the housing provident fund. These employees are also entitled to Public Medical Care（公费医疗）.

The contributions to Social Security and housing provident fund are shared by the University and the individual. The individual's portion is deducted pre-tax and withheld by the University during payroll processing; the employer's portion is borne by the University. Staff can query their contribution data via "Information Portal (info) - Finance - Salary Query System". The contribution base is adjusted annually according to relevant national regulations.

Staff can seek medical treatment directly at the University Hospital using their Campus Card. A referral slip issued by the University Hospital is required for transfers to outside hospitals. For specific reimbursement regulations, please check the WeChat official account: "Tsinghua University Information Service - Financial Information Service - Operational Procedures - Public Medical Care"（清华大学信息服务 - 财务信息服务 - 办事流程 - 公费医疗）.

If a Beijing social security payment certificate is needed for bidding, household registration (Hukou), or purchasing a house, log in to the Beijing Human Resources and Social Security Bureau website (http://fuwu.rsj.beijing.gov.cn/bjdkhy/ggfw/), register, and then query, download, and print.

To issue a "Personal Pension Insurance Participation Certificate for Central State Organs and Public Institutions," log in to the National Social Insurance Public Service Platform (https://si.12333.gov.cn/index.jhtml). Searching path: Social Security Query - Participation Certificate - Personal Social Security Participation Certificate Query and Print.

Staff whose cumulative payment years (including deemed payment years) meet the national minimum requirement, who have reached the statutory retirement age, and whose retirement is organizationally approved, will receive a monthly pension after going through the legal retirement procedures.

(2) Labor Contract System（劳动合同制）

Responsible Department:

Benefits Section of the Office of Human Resources. Tel: 62771585.

For faculty and staff under the Labor Contract System, the University establishes Beijing Municipal basic pension insurance, unemployment insurance, work-related injury insurance, medical insurance (including maternity insurance), and the housing provident fund.

The contributions are shared by the employer and the individual. The individual's portion is deducted pre-tax and withheld during payroll; the employer's portion is borne by the unit. Staff can query data via "Information Portal (info) - Finance - Salary Query System or Bank Agency Payment Query System". The contribution base is adjusted annually.

Staff must use their Social Security Card（社会保障卡）for medical treatment. Direct billing with the card is available at your individually selected designated medical institutions, as well as 59 class-A medical insurance designated hospitals, all designated Traditional Chinese Medicine (TCM) hospitals, designated specialized hospitals, and designated community health service centers. Note: If the card is not presented, expenses must be fully borne by the individual and cannot be paid by the medical insurance fund. You can query and change designated hospitals via the "Jingtong"（京通）WeChat Mini-Program or the Beijing Medical Insurance Public Service Platform.

Manual reimbursement can be applied for cash-settled medical expenses incurred during emergencies without the card, or while a new/replacement card is being issued. The University arranges a unified medical expense reimbursement at the end of each year. Please keep your receipts and submit the manual reimbursement materials according to university notices.

Female staff participating in maternity insurance enjoy maternity medical expense reimbursement and maternity allowances according to Beijing regulations. The employee must prepare the relevant materials, submit them to their unit's HR department, and they will be forwarded by the University's Benefits Office.

Similar to the Employment Contract System, if a Beijing social security payment certificate is needed, log in to the Beijing Human Resources and Social Security Bureau website (http://fuwu.rsj.beijing.gov.cn/bjdkhy/ggfw/), register, and then query, download, and print.

Staff meeting the cumulative payment years requirement, reaching the statutory retirement age, and receiving organizational approval will receive a monthly pension upon completing retirement procedures.

(3) Housing Provident Fund Withdrawal

The withdrawal process for the Housing Provident Fund is as follows:

Method 1: Online Application (Fully processed online)

Process: Log in to the Beijing Housing Provident Fund website (gjj.beijing.gov.cn), select the withdrawal item, and input the required information. Submit the relevant materials as requested online to complete the withdrawal procedure.

Method 2: Over-the-Counter Processing

Location: China Merchants Bank, Beijing Tsinghua Park Sci-Tech Finance Branch (Level G, Tower B, Technology Building, Tsinghua Science Park, outside the Southeast Gate of the University).

Beijing Housing Provident Fund Management Center Contact Info:

· Website: http://gjj.beijing.gov.cn.

· Customer Service Tel: (010) 12329.

5.1.3 Retirement Policy

Responsible Department:

Benefits Section of the Office of Human Resources. Tel: 62788516.

To closely align with the newly issued national guidelines and policies on flexible retirement, the University is improving its internal retirement policies and procedures. These will be announced promptly once finalized. In the meantime, faculty members with individualized consultation needs may contact the HR staff of their affiliated units or the Benefits Office of the Human Resources Department.

5.1.4 Housing Benefits

Responsible Department:

Asset Management Office. Tel: 62783414, 62785678.

Faculty members applying for university-owned rental accommodation may consult the Asset Management Department (subject to availability).

5.1.5 Other Benefits

(1) Children's Education

· Tsinghua University Jiehua Kindergarten Tel: 62782180.

· Tsinghua University Primary School Tel: 62782241.

· Tsinghua University High School Tel: 62781662.

Faculty members and professional research staff under the Employment Contract System are entitled to benefits regarding their children's enrollment in the kindergarten and affiliated schools according to university policies. For specific details, please consult the respective affiliated kindergarten and schools.

(2) Physical Examination

Responsible Department:

Benefits Section of the Office of Human Resources. Tel: 62771585.

According to the *Tsinghua University Faculty and Staff Health Checkup Management Regulations (Trial)*, the physical examination for faculty and staff is conducted once a year in principle. The cost of the basic physical examination package is borne by the University, while the cost of any additional examination items beyond the basic package is borne by the faculty or staff member's affiliated unit. The funding for faculty and staff physical examinations is uniformly incorporated into the University's budget.

(3) Group Medical Insurance

Responsible Department:

Benefits Section of the Office of Human Resources. Tel: 62788516.

Group medical insurance is a commercial insurance and serves as a form of medical security provided by the University for foreign faculty and staff, high-level recruited overseas talents, as well as their spouses and minor children. The corresponding group medical insurance contract is signed between Tsinghua University and a commercial insurance company. For specific details, please refer to the *Implementation Measures for Group Medical Insurance for Foreign Faculty and Staff and High-Level Recruited Overseas Talents of Tsinghua University (Trial)*.



5.2 Faculty Mental Health Support

5.2.1 Positive Psychology Promotion

Responsible Department:

Center for Faculty Development, Faculty Affairs Office of the CPC Tsinghua University Committee. Tel: 62784668.

Based on positive psychology theories, this program focuses on enhancing the mental health of faculty and staff. Centered around themes such as "positive emotion and psychological resilience cultivation, strength discovery, and occupational well-being", it helps staff cope with stress and regulate emotions through theoretical lectures and practical training. This initiative aims to improve staff's quality of life and work efficiency, and thereby foster a positive and harmonious campus culture. Relevant resources can be accessed by logging into the Faculty Development Learning Platform (https://tsinghua-jsfz.yuketang.cn).

5.2.2 Enhancement of Psychological Mentoring Capabilities

Responsible Department:

Graduate Affairs Office of the CPC Tsinghua University Committee; Center for Faculty Development, Faculty Affairs Office of the CPC Tsinghua University Committee. Tel: 62784668.

The *"Psychological Mentoring Capability Training for Graduate Supervisors"* is based on clinical psychology knowledge and practical experience. It systematically teaches how to identify common psychological issues among students and effective communication skills. This training helps faculty enhance their psychological mentoring capabilities, provide effective support and guidance to students, and build a positive environment for the mutual development of both faculty and students. Relevant resources can be accessed by logging into Hetang Rain Classroom (https://pro.yuketang.cn/v2/web/studentLog/3070264).

5.2.3 Group Psychological Support

Scan QR Code for event information from the Center for Faculty Development

Responsible Department:

Center for Faculty Development, Faculty Affairs Office of the CPC Tsinghua University Committee. Tel: 62784668.

Focusing on themes such as stress management, anxiety relief, interpersonal communication, parent-child relationships, work-life balance, and women's leadership and confidence building, the Center organizes monthly group psychological workshops. These workshops help faculty members with common psychological needs improve their mental health and establish deeper interpersonal connections. Faculty members can scan the QR code to follow the "Center for Faculty Development, Tsinghua University"（清华大学教师发展中心）WeChat official account for the latest event information.

5.3 Faculty Legal Consultation Services

Responsible Department:

Office of Legal Affairs; School of Law. Tel: 62780910.

To meet the legal service needs of faculty and assist them in safeguarding their lawful rights and interests, this service leverages the professional expertise of faculty and students from the School of Law. It provides legal consultation for civil, criminal, and administrative issues encountered by faculty members.

- Consultation Hours: Tuesdays and Thursdays during teaching weeks, 14:00–17:00.
- Consultation Channels: Questions are primarily answered via telephone consultation. In-person consultations can be scheduled depending on the specific situation.
- Tel: 62794669, 62795822.





PART 3

Staff Handbook

Chapter 6 Staff Growth and Development

6.1 New Staff On-boarding and Training

Responsible Departments:

Staff Office, Office of Human Resources (On-boarding); Contact: 62794507.

Center for Staff Development, Faculty Affairs Office of the CPC Tsinghua University Committee (Training); Contact: 62793283.

New staff members must ensure that all on-boarding materials and personal information submitted are complete, truthful, and valid. Any form of fraud or falsification, once discovered, will lead to the termination of the employment relationship in accordance with the law. Upon completion of on-boarding procedures, staff members may take their original ID cards to Room B106, Lee Shau Kee Building, to apply for their Employee ID Card/Campus Card. With the card, they should proceed to Room B104, Lee Shau Kee Building, to set up their network accounts, email, and other services. The Employee ID Card/Campus Card is for personal use only. The university monitors card usage; any violations, such as subletting or lending the card to others, will be handled according to disciplinary regulations.

Staff members generally follow a standard working hour system. Individuals must strictly adhere to the attendance requirements established by the university and their respective secondary units (schools/departments).

Staff members who wish to pursue a degree while in service must apply and obtain approval in accordance with the *Tsinghua University Administrative Provisions on Faculty and Staff Pursuing Degrees While in Service.*

The Center for Staff Development of the Faculty Affairs Office of the CPC Tsinghua University Committee periodically organizes orientation training for new staff members. The training adopts a blended approach, combining online and offline methods. It focuses on mandatory content across two phases: "On-boarding Essentials" and "Professional Literacy and Capacity Building." The program is designed to help new staff understand university rules and standards, uphold professional conduct, and clearly define the fundamental principles and non-negotiable boundaries of teacher ethics. Understanding the Tsinghua Spirit and the university's history helps staff grasp their responsibilities faster, adapt to their roles quickly, and perform their work in a more professional and dedicated manner.

6.2 Staff Evaluation

Responsible Department:

Staff Office, Office of Human Resources; Contact Number: 62794507.

The university conducts probationary period evaluations, annual evaluations, and term-of-appointment evaluations for staff in accordance with the *Administrative Measures for the Probationary Period Evaluation of New Staff and the Tsinghua University Provisions on the Evaluation of Faculty and Staff.* Before the expiration of the probationary period, secondary units (schools/departments) conduct evaluations based on participation in new staff training, teacher ethics and professional conduct, work style, fulfillment of duties (including attendance, task quality and completion efficiency), and job competence. The results of the new staff training evaluation serve as a key basis for the

Scan the QR code to learn more about staff policies

Scan the QR code to learn about past news on new staff training

Scan the QR code to learn about the *Tsinghua University Provisions on the Evaluation of Faculty and Staff*

probationary period evaluation. Outcomes are categorized as "Qualified" or "Unqualified." Those who pass will have their appointments confirmed as scheduled; for those who do not pass, the University will terminate the employment relationship in accordance with the relevant laws and regulations. Annual and term-of-appointment evaluations are primarily based on job responsibilities and assigned tasks. These comprehensive assessments cover Ethics, Ability, Diligence, Performance, and Integrity, with a particular emphasis on Ethics and Performance. Annual evaluations follow the calendar year cycle, focusing on the staff member's teacher ethics and professional conduct, work style, fulfillment of duties, and job competency. Term-of-appointment evaluations are based on the employment contract and the results of annual evaluations within the term. These are generally completed within one month prior to the expiration of the contract, with a focus on the completion of tasks specified for the term. Secondary units may also conduct routine evaluations or special evaluations based on actual work requirements. Staff members are expected to cooperate with the evaluation process according to the specific requirements of their units.



6.3 Staff Professional Titles and Ranks

6.3.1 Professional and Technical Titles

Responsible Department:

Staff Office, Office of Human Resources; Contact Number: 62794507.

Scan the QR code to learn about Tsinghua University's relevant systems for staff professional and technical title evaluation

In the spirit of the *Opinions on Deepening the Reform of the Professional Title System and the Interim Provisions on the Administration of Professional Title Evaluation,* and in accordance with *the Several Opinions of Tsinghua University on Deepening the Reform of the Personnel System and Strengthening the Construction of the Staff Team* and its implementation measures, relevant promotion measures have been formulated to effectively carry out the evaluation of staff professional and technical titles.

These measures apply to professional and technical personnel working in professional, technical, and management positions.

6.3.2 Educational Staff Ranks

Responsible Department:

Staff Office, Office of Human Resources; Contact Number: 62794507.

Scan the QR code to learn about Tsinghua University's relevant systems for educational staff rank evaluation and appointment

In the spirit of the *Guiding Opinions on Post Setting and Management in Higher Education Institutions and the Interim Measures for Post Setting and Management in Higher Education Institutions Directly under the Ministry of Education,* and in accordance with the *Implementation Opinions of Tsinghua University on Carrying Out the Guiding Opinions on Post Setting and Management in Higher Education Institutions* and the *Implementation Measures of Tsinghua University on Deepening the Reform of the Personnel System and Strengthening the Construction of the Staff Team,* relevant promotion measures have been formulated to meet the

needs of the university's educational staff development.

These measures apply to staff working in management and Type I administrative positions, as well as professional and technical personnel who have been approved for inclusion in staff rank management.

6.3.3 Worker Technical Grades

Scan the QR code to learn about the *Tsinghua University Measures for the Promotion of Worker Technical Grades*

Responsible Department:

Staff Office, Office of Human Resources; Contact Number: 62794507.

In the spirit of the *Guiding Opinions on Post Setting and Management in Higher Education Institutions and the Interim Measures for Post Setting and Management in Higher Education Institutions Directly under the Ministry of Education,* and in accordance with the *Implementation Opinions of Tsinghua University on Carrying Out the Guiding Opinions on Post Setting and Management in Higher Education Institutions* and the *Implementation Measures of Tsinghua University on Deepening the Reform of the Personnel System and Strengthening the Construction of the Staff Team,* relevant promotion measures have been formulated to meet the needs of the university's staff development.

These measures apply to workers in technical, administrative, and management positions.

6.4 Training and Development

6.4.1 Staff General Training

Responsible Department:

Center for Staff Development, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62793283.

Center for Staff Development organizes a series of general training sessions for staff through a combination of large-scale lectures and interactive workshops.

The training focuses on the common needs of staff, with themes covering AI empowerment, communication and expression, document writing, office software applications, conference and event management, frontier hotspots, leadership and management skills, as well as psychological care and stress relief.

Scan the QR code to learn about past news on staff general training

6.4.2 Job Skill Training

Responsible Department:

Center for Staff Development, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62793283.

The Center for Staff Development, in collaboration with various functional departments, conducts various types of business-related job skill training through a tiered and categorized approach.

The training is based on job requirements and guided by organizational needs, with curriculum systems designed specifically for the core business requirements of different positions.

Scan the QR code to learn about past news on job skill training

6.4.3 Staff Career Assessment and Career Development Counseling

Scan the QR code for a detailed introduction to career assessments

Scan the QR code to learn about counseling appointment information

Responsible Department:

Center for Staff Development, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62793865.

The Faculty Development Center provides staff members with professional assessment tools for self-evaluation. These assessments include career interest testing, career motivation exploration, and competency and strength inventories.

Career development counseling services are offered to all university staff to facilitate their professional growth and career advancement.



6.4.4 Professional Competency Competition for Young Staff in Management Positions

Responsible Department:

Tsinghua University Trade Union; Contact Number: 62782756.

The Professional Competency Competition for Young Staff in Management Positions (hereinafter referred to as the "Management Competition") was launched in 2023. The inaugural competition was jointly organized by the University Trade Union, the Undergraduate Academic Affairs Office, and the Office of Human Resources. Starting from the second competition in 2024, the Management Competition has been held every two years alongside the Young Teachers' Teaching Competition. Generally, registration opens in late August, training begins in September, and the competition takes place in November. Young staff members under the age of 40 may register after being selected by their respective units. Participants form teams of three—either voluntarily or through a draw—to write design proposals and scripts based on specific themes for the university-level competition. Based on the results of the university competition, outstanding contestants (under 40) are recommended to form three-person teams to represent the university in the Beijing Municipal Higher Education Institutions Management Post Young Staff Professional Competency Competition. The University Trade Union has also established featured Management Competition activities for sub-unions, providing annual guidance and support to various units in organizing their own competitions for young management staff.

Scan the QR code to learn about the *Notice on Organizing the 1st Tsinghua University Professional Competency Competition for Young Staff in Management Positions.*

Scan the QR code to learn about the *Notice on Organizing the 11th Tsinghua University Young Teachers' Teaching Competition as well as the 2nd Professional Competency Competition for Young Staff in Management Positions*

6.5 University-Level Reward System

Scan the QR code to learn about the *Staff Reward Regulations of Tsinghua University*

Responsible Department:
Office of Teacher Ethics and Professional Conduct, Faculty Affairs Office of the CPC Tsinghua University Committee; Contact Number: 62792675.

University-level rewards are categorized as Major Merit, Merit, Commendation, etc., as detailed in the S*taff Reward Regulations of Tsinghua University.*

6.5.1 Tsinghua University Excellence and Dedication Award Selection

Responsible Department:
Staff Office, Office of Human Resources; Contact Number: 62794507.

The university has established the Excellence and Dedication Award for its staff to recognize individuals who have made outstanding contributions in their respective positions. Candidates for this award may be selected through a nomination process based on the actual situation of each unit. Each unit organizes an eligibility review for the nominees, determines the recommended candidates through internal decision-making meetings, and publicizes them within the unit. The Office of Human Resources organizes evaluations in different groups based on the institutional attributes of the recommending units. The proposed award list is reviewed by the University Staff Team Construction Leading Group and then submitted to the Standing Committee of the University Party Committee for approval. The approved list of candidates must be publicized on the Information Portal (info), for a public notice period, and will be officially announced upon confirmation.

The award is presented once a year, with no more than 40 recipients each time. Candidates must have worked continuously at the university for at least five years, demonstrated outstanding work performance, and received an "Excellent" rating in their annual evaluation for the year of application. Specific details follow the *Tsinghua University Work Plan for the Excellence and Dedication Award.*

Chapter 7
Staff Members' Rights, Benefits, and Services

7.1 Remuneration and Benefits

7.1.1 Remuneration

Responsible Department:
Remuneration Section of the Office of Human Resources; Contact number: 6278280.

The university has established a clearly categorized and diversified staff remuneration system based on the different job responsibilities and nature of work, ensuring equal pay for equal work, higher pay for higher performance, and a balance of fairness. Staff may be subject to various remuneration models, including the post-performance wage system, annual salary system and negotiated wage system, to suit the specific characteristics and incentive requirements of different roles. The post-performance wage system applies to the majority of staff positions, with the remuneration structure comprising wages, bonuses and year-end bonuses. Each secondary unit determines the remuneration allocation scheme by taking into account factors such as the staff member's length of service, capabilities, professional title and grade, and performance, in conjunction with daily assessments, attendance records and annual appraisal results. The annual salary system applies to certain positions characterized by a high degree of market orientation and specialized expertise, with the total remuneration determined on an annual basis. The negotiated wage system applies to positions such as project teams and flexible employment arrangements, where the remuneration structure and standards are determined through negotiation between the unit and the employee. Each secondary unit shall establish an employee remuneration committee responsible for determining and adjusting the remuneration of its staff; schemes shall be implemented following approval by the university.

7.1.2 Social Security and Medical Insurance

(1) Employment Contract System （聘用合同制）

Responsible Department:

Benefits Section of the Office of Human Resources; Contact number: 62771585.

For staff under the Employment Contract System, the university establishes the pension insurance for central state organs and public institutions (including basic pension and occupational annuity), unemployment insurance, work-related injury insurance, and the housing provident fund. These employees are also entitled to Public Medical Care（公费医疗）.

The contributions to Social Security and housing provident fund are shared by the university and the individual. The individual's portion is deducted pre-tax and withheld by the university during payroll processing; The employer's portion is borne by the university. Staff can query their contribution data via the “Information Portal (info) - Finance - Salary Query System”. The contribution base is adjusted annually according to relevant national regulations.

Staff can seek medical treatment directly at the University Hospital using their campus card. A referral slip issued by the Tsinghua University Hospital is required for transfers to outside hospitals. For specific reimbursement regulations, please check the WeChat official account: "Tsinghua University Information Service - Financial Information Service - Operational Procedures - Public Medical Care"（清华大学信息服务 - 财务信息服务 - 办事流程 - 公费医疗）.

If a Beijing social security payment certificate is needed for bidding, household registration (Hukou), or purchasing a house, log in to the Beijing Human Resources and Social Security Bureau website (http://fuwu.rsj.beijing.gov.cn/bjdkhy/ggfw/), register, and then query, download, and print.

To issue a "Personal Pension Insurance Participation Certificate for Central State Organs and Public Institutions," log in to the National Social Insurance Public Service Platform (https://si.12333.gov.cn/index.jhtml). Search path: Social Security Query - Participation Certificate - Personal Social Security Participation Certificate Query and Print.

Staff whose cumulative payment years (including deemed payment years) meet the national minimum requirement, who have reached the statutory retirement age, and whose retirement is organizationally approved, will receive a monthly pension after going through the legal retirement procedures.

(2) Labor Contract System（劳动合同制）

Responsible Department:

Benefits Section of the Office of Human Resources; Contact Number: 62771585.

For faculty and staff under the Labor Contract System, the university establishes Beijing Municipal basic pension insurance, unemployment insurance, work-related injury insurance, medical insurance (including maternity insurance), and the housing provident fund.

The contributions are shared by the employer and the individual. The individual's portion is deducted pre-tax and withheld during payroll; the employer's portion is borne by the unit. Staff can query data via "Information Portal (info) - Finance - Salary Query System or Bank Agency Payment Query System". The contribution base is adjusted annually.

Staff must use their Social Security Card（社会保障卡）for medical treatment. Direct billing with the card is available at their individually selected designated medical institutions, as well as 59 class-A medical insurance designated hospitals, all designated Traditional Chinese Medicine (TCM) hospitals, designated specialized hospitals, and designated community health service centers. Note: If the card is not presented, expenses must be fully borne by the individual and cannot be paid by the medical insurance fund. They can query and change designated hospitals via the "Jingtong"（京通）WeChat Mini-Program or the Beijing Medical Insurance Public Service Platform.

Manual reimbursement can be applied for cash-settled medical expenses incurred during emergencies without the card, or while a new/replacement card is being issued. The university arranges a unified medical expense reimbursement at the end

of each year. Please keep your receipts and submit the manual reimbursement materials according to university notices.

Female staff participating in maternity insurance enjoy maternity medical expense reimbursement and maternity allowances according to Beijing regulations. The employee must prepare the relevant materials, submit them to their unit's HR department, and they will be forwarded by the University's Benefits Office.

Similar to the Employment Contract System, if a Beijing social security payment certificate is needed, log in to the Beijing Human Resources and Social Security Bureau website (http://fuwu.rsj.beijing.gov.cn/bjdkhy/ggfw/), register, and then query, download, and print.

Staff meeting the cumulative payment years requirement, reaching the statutory retirement age, and receiving organizational approval will receive a monthly pension upon completing retirement procedures.

(3) Housing Provident Fund Withdrawal

The withdrawal process for the Housing Provident Fund is as follows:

Method 1: Online Application (Fully processed online)

Process: Log in to the Beijing Housing Provident Fund website (gjj.beijing.gov.cn), select the withdrawal item, and input the required information. Submit the relevant materials as requested online to complete the withdrawal procedure.

Method 2: Over-the-Counter Processing

Location: China Merchants Bank, Beijing Tsinghua Park Sci-Tech Finance Branch (Level G, Tower B, Technology Building, Tsinghua Science Park, outside the Southeast Gate of the university).

Beijing Housing Provident Fund Management Center Contact Info:

- Website: http://gjj.beijing.gov.cn.
- Customer Service Tel: (010) 12329.

7.1.3 Other Benefits

Responsible Department:

Benefits Section of the Office of Human Resources; Contact Number: 62771585.

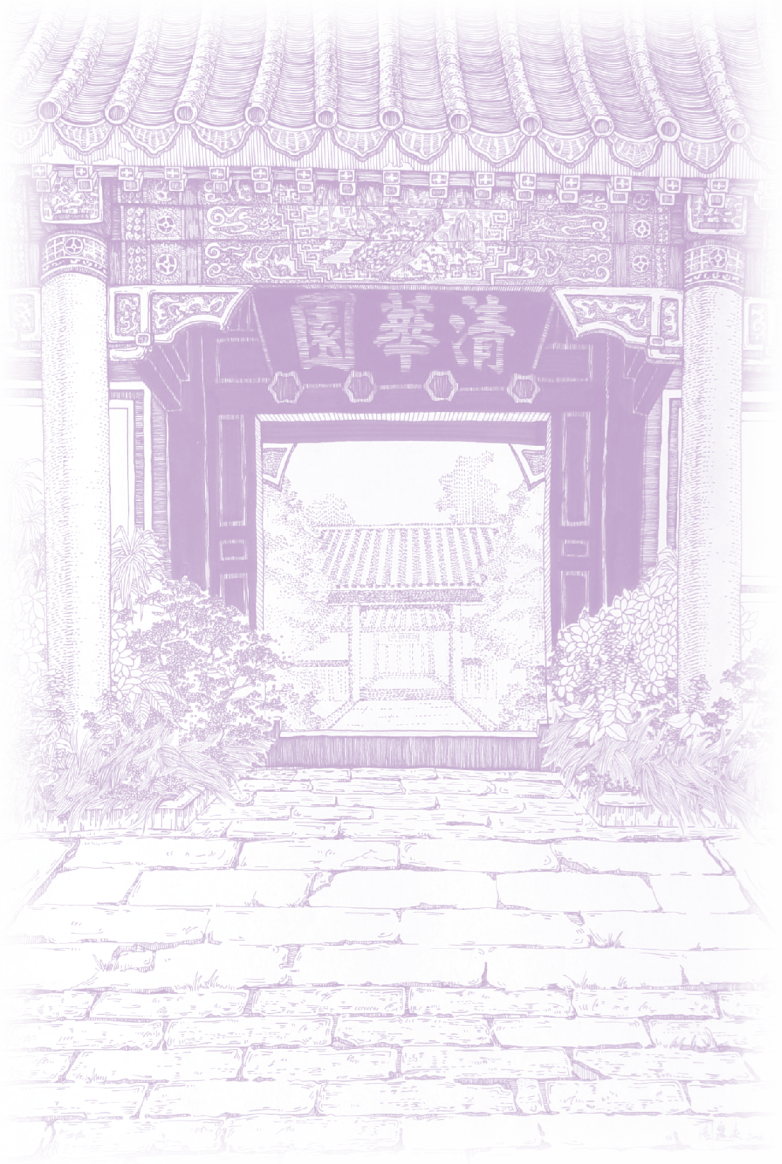
(1) Children's Education

Staff members under Employment Contract System who joined the University prior to October 2016 are entitled to benefits regarding their children's admission to kindergartens and schools in accordance with University policy. For specific details, please consult the relevant affiliated kindergartens and schools.

Staff members under Employment Contract System and labor contract-based staff who joined the University after October 2016 are entitled to on-campus benefits in accordance with the *Tsinghua University Staff Points Management Measures (Trial)*. The points-based benefits policy can be viewed via 'Information Portal (info) – Department Information – Office of Human Resources – Remuneration and Benefits – Regulations and Rules; for policies regarding children's admission to kindergartens and schools, please consult the relevant affiliated kindergartens and schools.

(2) Health Check-ups

In accordance with the *Tsinghua University Faculty and Staff Health Checkup Management Regulations (Trial)*, staff health check-ups are, in principle, conducted once a year. The costs of basic health check-up items for contract staff whose personnel costs are borne by the University shall be covered by the University. Costs for health check-up items beyond the basic scope, as well as health check-up costs for staff whose personnel costs are borne by secondary units, shall be covered by the staff member's respective unit. Funding for staff health check-ups is incorporated into the University's budget.



7.2 Mental Health Support for Staff

Responsible Department:

Faculty Affairs Office of the CPC Tsinghua University Committee (Center for Staff Development); Contact number: 62793865.

Focusing on themes such as stress management, anxiety relief, interpersonal communication, parent-child relationships, work-life balance, and women's leadership and confidence-building, monthly group psychological workshops are organized to help staff members with common psychological needs improve their mental well-being and build stronger interpersonal connections. Staff members can scan the QR code to follow the *Tsinghua University Center for Faculty Development* WeChat official account to receive timely updates on event registration.

Scan the QR code to find out about events organized by the Center for Teacher Development

7.3 Staff Legal Consultation Services

Service Support Department:

Office of Legal Affairs; School of Law. Contact number: 62780910.

To meet the legal service needs of staff and assist them in safeguarding their lawful rights and interests, this service leverages the professional expertise of faculty and students from the School of Law. It provides legal consultation for civil, criminal, and administrative issues encountered by faculty members.

- Consultation Hours: Tuesdays and Thursdays during teaching weeks, 14:00–17:00.
- Consultation Channels: Questions are primarily answered via telephone consultation. In-person consultations can be scheduled depending on the specific situation.
- Contact number: 62794669, 62795822.



PART 4

Life Guide for Faculty & Staff

Chapter 8 Food and Drinks

8.1 Map of Canteens and Restaurants



01 紫荆园 / 清青披萨
02 桃李园 / 清青休闲 / 简约餐厅
03 丁香园
04 听涛园 / 清青牛拉
05 清芬园 / 教师 / 清青快餐
06 融园
07 北园
08 芝兰园 / 清青小火锅
09 观畴园 / 闻馨园
清青永和 / 清青咖啡
10 荷园
11 寓园 / 面包坊
12 澜园
13 南园
14 家园
15 玉树园
16 熙春园
17 甲所
18 双清园 / 双清书咖
19 蒙楼咖啡

8.2 Canteens

The canteens provide meal services for faculty, staff, and students who hold a campus card, work ID, or retirement certificate. Unless otherwise noted, all canteens serve breakfast, lunch and dinner during the following hours:
Breakfast 6:30–9:00; Lunch 11:00–13:00; Dinner 17:00–19:00.

Canteen	Contact Number	Category	Special Notes
Taoli Yuan (桃李园)	62771441	Student Canteen	Late-night snack 19:00-23:00
Zijing Yuan (紫荆园)	62771600	Student Canteen	–
Tingtao Yuan (听涛园)	62782875	Student Canteen	–
Dingxiang Yuan (丁香园)	62782814	Student Canteen	–
Shuangqing Yuan (双清园)	62921837	Student Canteen	–
Rong Yuan (融园)	62791139	Student Canteen	–
Qingfen Yuan (1st and 2nd floor) 清芬园 (一层二层)	62795854	Student Canteen	–
Wenxin Yuan (闻馨园)	62782430	Student Canteen	–
Qingfen Yuan (3rd floor) (清芬园 三层)	62773215	Faculty Restaurant	No breakfast service
Guanchou Yuan (观畴园)	62782248	Faculty Canteen	–
He Yuan (荷园)	62782487	Faculty Canteen	Breakfast at 06:30-08:00
Lan Yuan (澜园)	62773138	Faculty Canteen	Breakfast at 06:30-08:00
Yu Yuan (寓园)	62795535	Faculty Canteen	Breakfast at 06:30-08:00
Jia Yuan (家园)	62783258	Faculty Canteen	Breakfast at 06:30-08:00
Nan Yuan (南园)	62795376	Faculty Canteen	Breakfast at 06:30-08:00
Bei Yuan (北园)	62781969	Faculty Canteen	Breakfast at 06:30-08:00
Zhilan Yuan (1st floor) (芝兰园 一层)	62795226	Faculty Canteen	

Please note: Faculty and staff should dine at the faculty canteen. Those who need to dine at a student canteen for work-related reasons or dietary preferences may do so after completing the required approval procedures. Students may dine at any canteen. Halal meals are mainly available on the first floor of Zhilan Yuan (north of Zijing Building 22) and at Wenxin Yuan (southwest corner of Guanchou Yuan).

8.3 Restaurants

Payments may be made by cash, WeChat Pay, Alipay, and other accepted methods.

Meals can be ordered in any of the following ways:

(1) Logistics integrated service platform: Log in to the website (https://93001.tsinghua.edu.cn) and select Order Meals;

(2) WeChat official account: Open the "Tsinghua Logistics Service" official account and select Micro Services > Dining Services;

(3) Telephone order: Call the relevant restaurant's order number to place an order.

Restaurants	Business Hours			Reservation phone number
	Morning	Afternoon	Evening	
Jia Suo (甲所)	06:45-09:00	11:15-14:00	17:15-20:30	62793001/62782063
Xichun Yuan (熙春园)	—	11:00-14:00	17:00-20:00	62793001/62782529
Guanchou Yuan, 3rd floor (观畴园三层)	—	11:00-14:00	17:00-20:00	62793001/62782563
Jianyue Restaurant, Taoli Yuan, 3rd floor 简约餐厅 (桃李园三层)	—	11:00-14:00	17:00-21:00	62793001/62796489
Yushu Yuan (1st floor) 玉树园一层	—	11:00-13:30	17:00-20:00	62793001/62794076
Yushu Yuan (2nd floor) 玉树园二层	—	11:00-14:30	17:00-22:30	
Shuimu Maiyuan Bakery (Next to Yu Yuan Faculty Canteen) 水木麦原面包坊 (寓园教工食堂旁)	—	09:30-13:00	15:30-19:00	62795015
Qingqing Casual Dining (Basement Level 1, Taoli Yuan) 清青休闲餐厅 (桃李园地下一层)	—	11:00-22:30		62771128
Qingqing Fast Food Restaurant (Basement Level, Qingfen Yuan) 清青快餐厅 (清芬园地下一层)	—	10:30-22:00		62793001/62782865
Qingqing Yonghe Restaurant 清青永和餐厅	06:30-09:00	11:00-13:30	17:00-19:30	62793001/62795890
Qingqing Pizza 清青披萨	—	11:00-14:00	17:00-21:00	62772321
Qingqing Café 清青咖啡厅	—	10:30-21:00		13693518104
Qingqing Niu La (2nd floor, Tingtao Yuan) 清青牛拉 (听涛园二层)	—	10:30-22:30		62782875
Zhilan Yuan 2nd floor (includes Qingqing Mini Hotpot) 芝兰园二层 (含清青小火锅)	—	11:00-13:30	17:00-20:30	62793001/62773578
Shuangqing Book Café 双清书咖	—	11:00-21:00		62921837/62924987

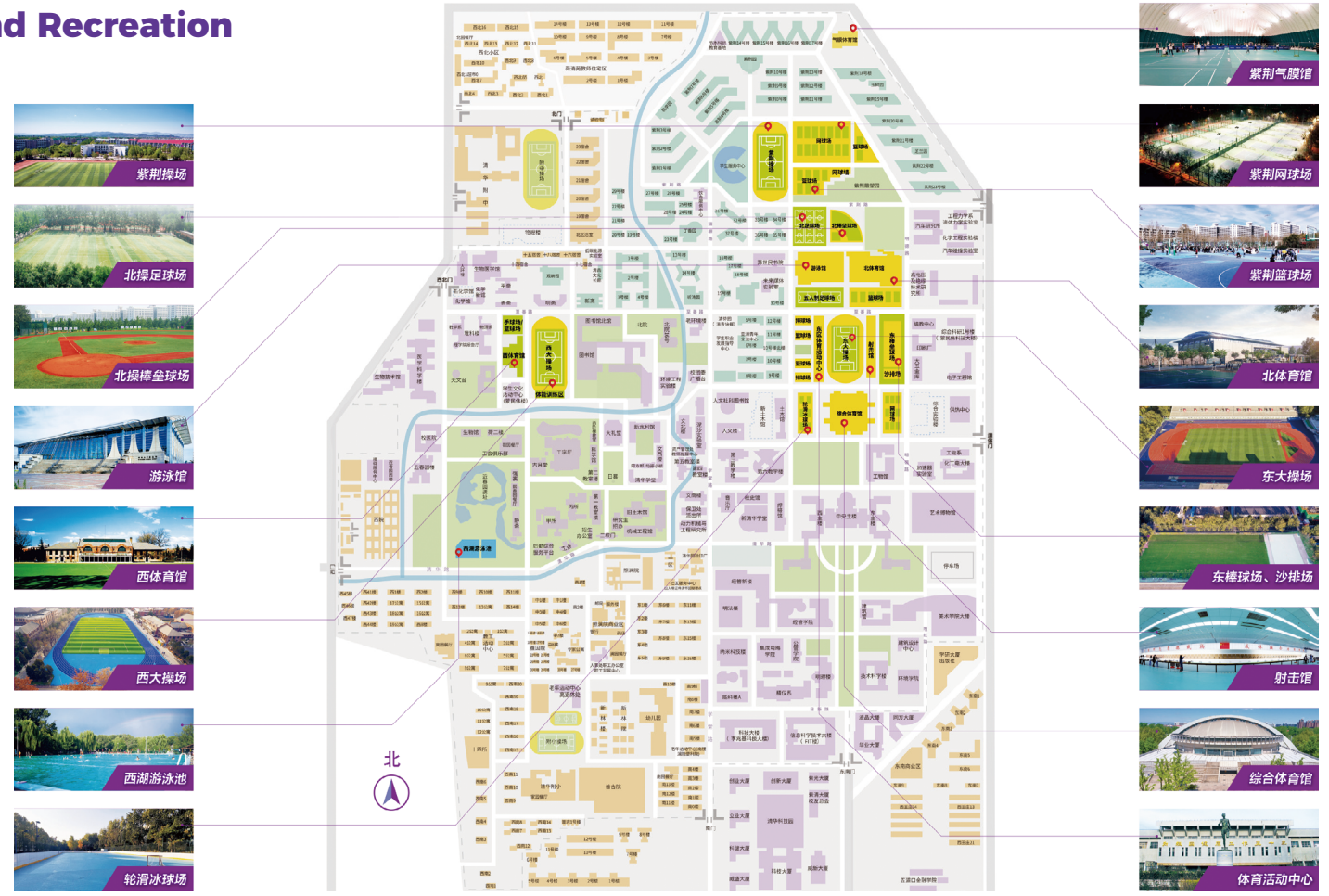
8.4 Coffee and Other Beverage Shops

No.	Beverage Shop Name	Location	Business Hours
1	Starbucks (星巴克)	Library First Floor (North Wing Section, West Wing Section)	08:00-21:00
2	Xirui Coffee (希瑞咖啡)	China-Italy Tsinghua Environmental Energy-Saving Building First Floor Lobby	08:30-17:00
3	New Coffee (新咖啡)	South District Building 10 North Wing First Floor West Side Textbook Service Center	09:30-24:00
4	Zijing Coffee & Books (紫荆书咖)	Guanchou Yuan Restaurant Basement Level DS07	08:00-20:00
5	Paradiso Coffee (泊星地咖啡厅)	Medical Building First Floor Lobby	09:00-21:00
6	Xirui Coffee (希瑞咖啡)	Life Sciences Building	08:00-18:00
7	Clover Coffee (三叶草咖啡)	Design Center Building Third Floor	08:30-17:00
8	Meng’s Cafe (蒙楼咖啡)	Ground Floor, New Tsinghua Academy	08:30-18:00
9	Anjia Kitchen Café (安家小厨咖啡厅)	Biomedical Building	08:00-18:00
10	Luckin Coffee (瑞幸咖啡)	First Floor, Public Administration Building	08:00-19:30
11	Tiantou Coffee (天投咖啡)	Room B145, Lee Shau Kee Science Building	07:30-20:30
12	Luckin Coffee (瑞幸咖啡)	South Campus Student Dining Hall (Qingfen Yuan)	07:00-20:00
13	Uncle Cat Coffee (猫叔咖啡)	B1 floor, New Architecture Building	08:00-17:00
14	Luckin Coffee (瑞幸咖啡)	First floor of North Gymnasium	08:00-20:00
15	Chagee (霸王茶姬)	Zhaolan Yuan Pedestrian Street	07:00-22:00





Chapter 9
Sports and Recreation



The university's sports facilities are located primarily in four main areas: East Campus, West Campus, North Campus, and the Zijing Student Dormitories. Together, these facilities cover approximately 230,000 square meters and support physical education, recreational exercise, and group competitions.

Indoor facilities include the West Gymnasium, East Indoor Sports Venue, Shooting Range, University Gymnasium, Indoor Swimming Pool, Zijing Air-Supported Dome Gymnasium, and North Gymnasium.

Outdoor facilities include the West Lake Swimming Pool, West Sports Field, West Zone Handball Court, East Sports Field, East Zone Basketball Court, East Zone Volleyball Court, East Baseball/Softball Field, Beach Volleyball Court, North Soccer Field, North Baseball/Softball Field, Zijing Sports Field, Zijing Basketball Court, Zijing Triangle Football Field, Zijing Tennis Courts, Roller Skating Rink, North Gymnasium Outdoor Soccer Field, and North Gymnasium Outdoor Basketball Court.



Exterior of West Gymnasium



Interior of Sports Honors Hall

9.1 Main Venues

9.1.1 West Gymnasium

Located in the northwest corner of campus, the West Gymnasium is one of Tsinghua University's four original landmark buildings. It consists of two sections. The front section was built between 1916 and 1919. Designed by American architect Henry Murphy and constructed by Taylor & Co., it features a Western classical exterior, with a Doric granite colonnade at the entrance. The rear section was built between 1931 and 1932 and was designed to integrate seamlessly with the front section, creating a unified architectural style.

For many years, the West Gymnasium was one of the most advanced sports facilities in China and a source of pride for the Tsinghua community. In 2001, it was designated a National Key Cultural Relic. Today, the venue is used primarily for teaching, training, exercise by students, faculty, and staff, and educational visits.

The West Gymnasium covers a total area of 4,774 square meters. This includes a 560-square-meter front section, a 927-square-meter rear section, a 300-square-meter Hall of Honor, and a 132-square-meter billiards room. The facility also includes one basketball court, eight badminton courts, and seven billiards tables.

In 2011, the swimming pool within the building was converted into the Tsinghua Sports Hall of Honor, which officially opened on the eve of the university's centennial celebration. In 2021, General Secretary Xi Jinping visited the site. The Department of Physical Education has since developed into a “Red Education Base,” which now serves as an important venue for freshman orientation, themed group activities, and other events.

Contact Number: 62782489.



Exterior view of the University Gymnasium



Interior view of the University Gymnasium



9.1.2 University Gymnasium

Completed in April 2001, the University Gymnasium is located on the central axis of the Main Building in the northeast area of campus. It has a total floor area of 12,600 square meters and a seating capacity of 4,502.

The venue primarily supports teaching, training, and exercise for students, faculty, and staff. It also serves as the main venue for large-scale university events, including opening ceremonies, orientation programs, New Year's Eve celebrations, graduation ceremonies, and sport competitions. The gymnasium also includes badminton courts, a fitness area, and a gymnastics practice room.

In 2001, the University Gymnasium served as a basketball competition venue for the 21st World University Games. During the 2008 Olympic Games, it served as a training venue for Olympic basketball and Paralympic wheelchair basketball.

Contact number: 62794436.



Indoor Swimming Pool



West Lake Swimming Pool





Exterior view of the Zijing Air-Supported Dome

9.1.3 Indoor Swimming Pool and West Lake Swimming Pool

The Indoor Swimming Pool was completed and officially opened in April 2001. It has a total floor area of 9,700 square meters and seating for 800 spectators. The facility includes a 50-meter, 10-lane swimming pool and a standard diving pool. It can support teaching and competitions in a range of aquatic sports, including swimming, diving, water polo, and synchronized swimming. During the 2008 Olympic Games, it served as a training venue for water polo.

The West Lake Swimming Pool was built in 1958 and renovated in 1980 and 2013. It covers a total area of 14,616 square meters and includes one deep pool and one shallow pool. It is affectionately known as the “Little Maldives of Tsinghua University.”

Contact numbers:

62792475 (Indoor Swimming Pool);

62782586 (West Lake Swimming Pool, open from June to August only).

9.1.4 Zijing Air-Supported Dome

The Zijing Air-Supported Dome is located in the Zijing Student Area. It covers a total area of 2,000 square meters and includes 12 professional badminton courts.

Contact number: 62798605.



Interior view of the Zijing Air-Supported Dome





North Gymnasium Atrium

9.1.5 North Gymnasium

The North Gymnasium is the university's newest and largest sports facility, with a total floor area of 38,280 square meters. It is one of the most comprehensive university sports complexes in China and features an indoor ice hockey rink.

The main sports facilities include four basketball courts, four tennis courts, 16 table tennis tables, four squash courts, a 1,800-square-meter ice rink, two indoor ski machines, a 2,000-square-meter fitness zone, an 800-square-meter physical training and rehabilitation center, one gymnastics studio, and one roller skating rink.

The public areas of the North Gymnasium also include a cafe and open communal spaces for club activities, academic discussions, and other interest-based activities, further expanding the venue's functions.

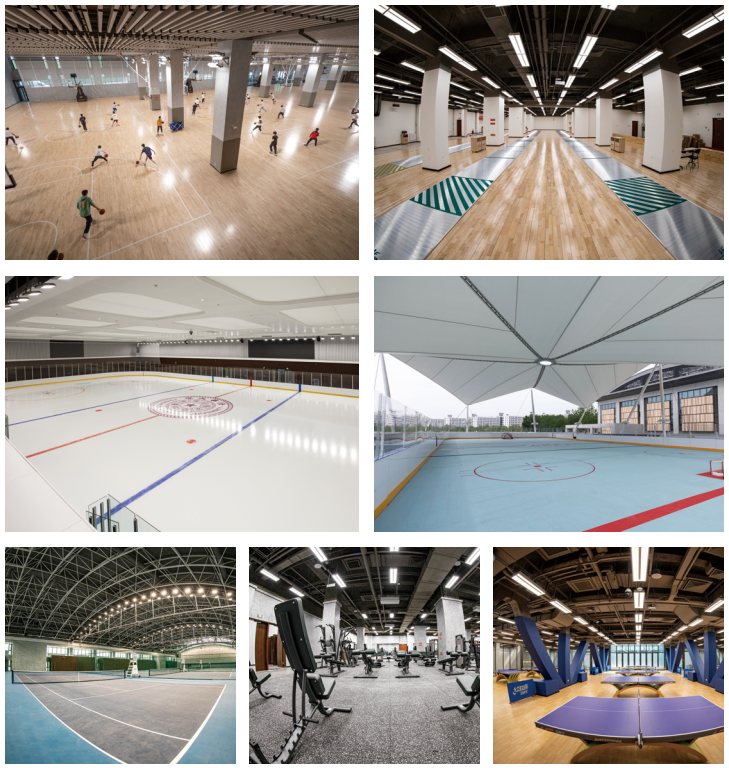
Contact numbers:

62781209 (Table tennis, basketball, tennis, squash, etc.);

62781612 (Ice skating and skiing);

62782578 (Fitness center);

62782975 (Rehabilitation center: Pilates equipment, post-surgical rehabilitation, sport injury rehabilitation, and physical training).



Actual view of the North Gymnasium venues

9.1.6 Outdoor Facilities

The university's outdoor sports facilities currently cover a total area of 135,000 square meters. These include the following:

- East Sports Field
- West Sports Field
- Zijing Sports Field
- North Sports Field, under construction
- North Baseball Field, under construction
- East Baseball Field
- West Softball Field
- Zijing Tennis Courts, 12 courts
- East Tennis Courts, 9 courts
- Zijing Basketball Courts, 8 courts
- East Zone Basketball and Volleyball Courts, 4 courts
- North Gymnasium Outdoor Basketball Courts, 6 courts
- West Sports Field Basketball Courts, 4 courts
- North Gymnasium Outdoor Soccer Fields, 2 fields
- Zijing Triangle Area Soccer Fields, 2 fields

All outdoor facilities are free to use, except for the Zijing Tennis Courts.

Contact number: 62794532.



Outdoor Venues Actual Scenes

9.1.7 Trade Union Sports Facilities

The trade union sports facilities include a badminton hall (three courts), a table tennis hall (five tables), and an outdoor tennis area (five courts across three sections).

List of Trade Union Sports Facilities

Venue Name	Address	Opening Hours	Venue Details
Badminton Court	Faculty & Staff Activity Center (Indoor) (East of Yu Yuan Canteen)	Monday to Friday: 12:00-22:00 Saturday and Sunday: 08:00-22:00	
Table Tennis Court	Faculty & Staff Activity Center (Indoor) (East of Yu Yuan Canteen)	Monday to Friday: 12:00-22:00 Saturday and Sunday: 08:00-22:00	
Outdoor Tennis Courts	Meteorological Observatory Tennis Courts (North of the Biology Building)	Monday to Friday: 12:00-22:00	
	Xinlin College Tennis Courts (Outside the East Gate of the Affiliated Elementary School)	Monday to Sunday: 06:00-22:00	
	The affiliated elementary school's North Tennis Court (Southwest of Xiong Zhixing Building)	Monday to Sunday: 06:00-22:00	

9.2 Facility Reservations

9.2.1 Facility Reservations for the Division of Sports Science and Physical Education

(1) Reservation methods

Facilities may be reserved through any of the following channels:

① Reservation website: https://www.sports.tsinghua.edu.cn/venue/index.html#/home.

② WeChat official account: Search for "Tsinghua Sports（清华体育）" and select "Facility Reservations（场馆预约）".

③ Search for the "Tsinghua University Division of Sports Science and Physical Education Facility Management Center（清华大学体育部场馆管理中心）" WeChat official account and select "Facility Reservations（场地预约）." This account also provides updates on various facilities on this official account.

④ Sports Facility Reservation System: Go to "Information Portal (info)（信息门户） > Application Navigation（应用导航）> Sports Facility Reservation（体育场馆预约）." Some outdoor facilities do not require reservations.

(2) Authentication method

After entering the reservation system, users must complete the on-campus identity authentication by entering their Information Portal (info) username and password.

Contact number: 62785324.

9.2.2 Trade Union Sports Facility Reservations

(1) Reservation Methods

Reservations can be made through the "Facility Reservation（场地预订）" section of the "Tsinghua Trade Union（清华工会）" WeChat mini-program.

① Monthly lottery reservations for the following month: Facilities for the following month may be reserved through the monthly lottery, which is held in the second half of each month.

② Advance booking for remaining facilities in the current month: Facilities that remain available after the lottery may be booked in advance, starting 7 days before the beginning of the current month.

③ Same-day booking: Available facilities may be reserved on the day of use.

Important note: The specific schedule for the monthly lottery and advance booking periods will be announced in the "Messages（消息）" section at the bottom of the "Tsinghua Trade Union（清华工会）" mini-program homepage during the second half of the preceding month. Please check the "Messages（消息）" section for updates.

(2) Payment and Invoice Guidelines

① Payment confirmation: All reservations (lottery, advance, same-day) become valid only after online payment has been completed through the mini-program.

② Invoice information: Invoice details, in the form of a campus settlement form, will be displayed on the payment page during checkout. The default recipient is the individual user. To change the recipient information, please do so before completing payment. If the invoice information needs to be changed after payment, please visit the Trade Union Finance Office in Room 106, or call 62782962.

Contact number: 62784868 (venue management).

9.3 Sports Training Services

The Division of Sports Science and Physical Education offers sports training services for faculty, staff, students, and their families. Children aged 4 and above, teenagers, and adults are eligible to register.

Programs include land sports (over 20 options including football, basketball, table tennis, badminton, taekwondo, and dance), water sports (swimming and long-course swimming training), and winter sports (ice skating, ice hockey, and skiing).

Training sessions are offered during the Spring Semester, summer vacation, autumn semester, and winter vacation. For more information, please follow the "Tsinghua University Division of Sports Science and Physical Education Facility Management Center（清华大学体育部场馆管理中心）" WeChat official account and register according to the instructions provided.

Contact numbers:

62781956 (Project Department, land sports)

62794815 (Project Department, water sports)

62782129 (Project Department, winter sports)

9.4 Trade Union Mass Sports Activities

The University Trade Union encourages and supports faculty and staff in exercising regularly, consistently, and scientifically through a range of annual university-wide events and activities, Trade Union sports associations, and Trade Union sports venues. These efforts support the goal of "working healthily for the motherland for at least 50 years."

9.4.1 Campus-wide Events and Activities

Regular campus-wide events and activities organized by the University Trade Union include the Faculty and Staff Sports Meeting, mountain climbing, fitness walking, swimming, badminton, basketball, table tennis, tennis, winter long-distance running, and chess and card games.

Campus-wide events are generally organized in two categories. The first category consists mainly of team-based events, with branch trade unions serving as the basic organizational units. Faculty and staff can find information, register, and participate through notices on the Information Portal (info), their branch trade union sports committee members, and the Trade Union sports event information system.

The second category consists of individual competitions. Faculty and staff can find information, register, and participate through notices on the Information Portal (info) and the organizing associations.

List of Campus-Wide Competitions and Events

Organization Method	Event	Description
Category 1 Events: ① Detailed procedures for each activity are provided in notices on the Information Portal (info). ② Activities use the branch trade union as the basic organizational unit. ③ Events are managed through the Trade Union event information system. Branch trade union sports committees can log in at http://gh.tsinghua.edu.cn; Individual users can log in through the "Tsinghua Trade Union (清华工会)" WeChat mini-program.	Mountain Climbing	The event is held from March to April and is organized through a combination of centralized activities arranged by the University Trade Union and separate activities arranged independently by branch unions.
	Fitness Walking	The event is held in spring or autumn.
	Faculty and Staff Sports Meet	The event is held from March to May and includes track and field competitions with more than 70 events. Results are published for the top eight participants in each event and the top eight teams in the team standings.
	Badminton Team Competition	The event is held in May. Teams are formed by branch trade union. The competition consists of a group stage and a knockout stage.
	Basketball Team Competition	The event is held in June. Teams are formed by branch trade union. The competition is divided into Group A, for departments, and Group B, with separate group stages, knockout rounds, and rankings for each group. The University Trade Union purchases supplementary insurance for participating players.
	Table Tennis Team Competition	The event is held in November. Teams are formed by branch trade union. The competition consists of a group stage and a knockout stage.
	Swimming Competition	The event is held in early July and includes individual events and team relay events.
	Winter Long-Distance Run	The event is held in late November or early December. No registration is required, and all faculty and staff may participate.
Category 2 Events: ① Detailed procedures for each activity are provided in notices on the Information Portal (info). ② These are individual competition events ③ Events are organized by sports associations	**Tennis Competition**	Organized by the Trade Union Tennis Association, the event is held in September or October.
	Bridge Competition	Organized by the Trade Union Bridge Association, the event is held in October or November.
	Go Competition	Organized by the Trade Union Go Association, the event is held in October or November.
	Chinese Chess Competition	Chinese chess competition: Organized by the Trade Union Chess Association, the event is held concurrently with the student "Ma Yuehan Cup" Chinese chess tournament, with separate rankings. The event is usually held in November or December.

9.4.2 Trade Union Sports Clubs and Associations

Since 1984, the University Trade Union has established a range of cultural and sports clubs and associations in response to the changing needs and interests of faculty and staff. Each club or association typically has a council or core team of 3–9 members responsible for organizing activities and operates proactively under the guidance of the University Trade Union.

The main responsibilities of Trade Union clubs and associations include organizing diverse and engaging cultural and sports activities; developing key participants in cultural and sports activities and expanding participation among enthusiasts; promoting Trade Union activity programs; and organizing representative teams to participate in on- and off-campus competitions and exchange activities.

The University Trade Union currently has 13 sports clubs and associations. Through regular sports activities, such as check-ins and fixed routine activities, as well as themed sports events, these associations encourage faculty and staff to exercise actively and help promote interaction among faculty and staff from different departments.

List of Trade Union Sports Clubs and Associations

No.	Name	Description
1	Aerobics Association	Founded in August 1984, the Aerobics Association promotes fitness, physical well-being, and mental wellness. It organizes a range of activities suitable for faculty and staff, including aerobics, light apparatus exercises, and group fitness dance.
2	Running Association	Founded in 2016, the Running Association promotes Tsinghua's humanistic sports spirit through running check-in activities, themed running events, and registration and support services for faculty and staff participating in marathons. It brings together members of the Tsinghua community who enjoy running and has formed a sizable running community.
3	Swimming Association	Founded in April 2015, the Swimming Association promotes physical fitness, character development, unity, and friendship through activities such as land-based training, dedicated swimming sessions, recreational competitions, and participation in off-campus events.
4	Basketball Association	Officially founded in July 2015, the Basketball Association originated from the "ME" Friends basketball team, which was formed voluntarily in 2002 by young and middle-aged faculty members from various departments. The association promotes physical fitness, communication, and friendship among faculty, staff, and students, and supports the development of basketball among faculty and staff.
5	Table Tennis Association	Founded in 1985, the Table Tennis Association promotes table tennis activities on campus. It organizes practice sessions and skill exchanges for enthusiasts, helping to increase interest, improve overall skill levels, and strengthen the table tennis culture on campus.
6	Football Association	Formally established in 2009, the Football Association developed from the Faculty Football Team founded in 2005. Guided by the principle of "exercising the body and pleasing the mind," the association organizes regular weekly matches or training sessions, as well as friendly matches and exchange activities with peer institutions and other organizations.
7	Tennis Association	The Tennis Association brings together faculty and staff who enjoy tennis. It aims to strengthen communication, cultivate interest in tennis, improve tennis skills, promote the development of tennis among faculty and staff, and support their physical and mental well-being.
8	Badminton Association	The Badminton Association promotes badminton as a popular sport among faculty, staff, and students. It organizes matches between faculty and students and supports faculty participation in events such as the Beijing Faculty Badminton Competition, helping to encourage physical exercise and promote communication across the university community.
9	Tai Chi Association	Founded in 1984, the Tai Chi Association promotes the practice, techniques, and philosophy of Tai Chi. Guided by the concept of health preservation, fitness, and self-cultivation, the association brings together Tai Chi enthusiasts to strengthen the body, cultivate the mind, improve their skills, and deepen their understanding of Tai Chi culture.
10	Dance Sport Association	Originally founded as the Trade Union Ballroom Dance Association in May 1987, the association was renamed the Dance Sport Association in December 2017. It focuses on Dance Sport, international standard dance, and popular ballroom dancing. Through teaching, performances, and competitions, the association helps faculty and staff exercise, develop physical fitness and poise, and strengthen friendship and communication.
11	Go Association	Founded in 1984, the Go Association enriches the cultural life of faculty and staff, promotes cultural literacy, and supports the promotion and exchange of Go culture. Through Go-related activities, the association provides a platform for cultural exchange and engagement.
12	Chinese Chess Association	Founded in 1985, the Chinese Chess Association organizes Chinese chess training and exchange activities, invites experts for guidance, and hosts the annual faculty Chinese chess competition. The competition is held concurrently with the student "Ma Yuehan Cup" Chinese chess competition, with separate rankings.
13	Bridge Association	The Bridge Association serves bridge enthusiasts among faculty and staff. Each year, it hosts a university-wide bridge tournament, providing opportunities for players to exchange ideas, improve their skills, build friendships, and raise the overall standard of bridge among faculty and staff.

Scan the QR code to view contact information for each club and association.



For more information, follow the " 清华校史馆 (Tsinghua University History Museum)" official WeChat account or visit the museum's website: https://xsg.tsinghua.edu.cn/.

Chapter 10 Campus Culture

10.1 Main Venues

10.1.1 Tsinghua University History Museum

The Tsinghua University History Museum was established during the university's centennial celebration and officially opened on April 22, 2011. The museum's name was inscribed by Wu Bangguo, former Chairman of the Standing Committee of the National People's Congress and an alumnus of the Department of Radio Electronics (Class of 1967). In preparation for the university's 110th anniversary, the museum underwent renovations and upgrades, reopening on April 22, 2021.

The museum has a total floor area of 5,000 square meters, including 3,000 square meters of exhibition space. It is divided into several sections, including the Entrance Hall, the Preface Hall, the Main Exhibition Area, the Figures Exhibition Area, and the Innovation Exhibition Area.

The Main Exhibition Area presents the university's history through a timeline and key events. Using images, texts, artifacts, videos, and recreated scenes, it illustrates Tsinghua's development over more than 110 years and highlights its spirit and character.

The Figures Exhibition Area includes the Corridor of Academic Luminaries on the first floor, which honors Tsinghua alumni who are academicians of the Chinese Academy of Sciences or the Chinese Academy of Engineering, as well as distinguished scholars in the humanities and social sciences. Also on the first floor are a relief sculpture of Tsinghua martyrs and a multimedia database, which pays tribute to Tsinghua heroes who sacrificed their lives in the struggles for national independence and the liberation of the Chinese people. On the second floor, a roster of outstanding alumni from various fields highlights the university's achievements in educating and nurturing talent across disciplines.

The Innovation Exhibition Area presents selected scientific research achievements and showcases the university's latest advancements in academic research.



Exterior view of the Art Museum

10.1.2 Tsinghua University Art Museum

The Tsinghua University Art Museum officially opened to the public on September 10, 2016. The building covers a total area of 30,000 square meters, including 9000 square meters of exhibition space. Its collection currently includes more than 25,000 items, most of which come from the collections accumulated by the Academy of Arts & Design, Tsinghua University, since 1956, as well as donations from alumni and public figures.

The collection spans six major categories: paintings and calligraphy, textiles and garments, ceramics, furniture, bronzes, and comprehensive works of art. The museum building was designed by renowned Swiss architect Mario Botta. Its construction was supported by a 200 million RMB donation from Huang Rulun, Chairman of the Board of Century Golden Resources Group. The venue is designed to host high-level art exhibitions and academic events.

The Art Museum integrates resources from both on and off campus to organize a wide range of public education activities at various levels, including the "Art Museum Lecture Hall," "Art Museum Film Screenings," and "The Beauty of Hands" ceramic workshops. It invites renowned experts and scholars from China and abroad in the fields of art and museum studies to engage directly with audiences, providing students and faculty with opportunities to experience and learn about art in depth.

Scan to follow the "Tsinghua University Art Museum" WeChat official account

Ticket Information

• **Other visitors:** Museum tickets are divided into two categories: General Admission tickets and Special Exhibition tickets.

o A General Admission ticket, which serves as the main entry ticket, grants access to the permanent exhibitions and regular temporary exhibitions.

o To purchase a Special Exhibition ticket, visitors must first purchase a General Admission ticket. This combined ticket grants access to the special exhibitions, permanent exhibitions, and regular temporary exhibitions.

Ticket purchases are subject to real-name registration. Each ID may be used to purchase one ticket per entry day.

• **Tsinghua faculty, staff and students:** No reservation is required. Please present your employee card, campus card, or student card upon arrival.

Opening hours: 09:00-17:00 (with last admission at 16:30). Closed on Mondays (except statutory holidays).

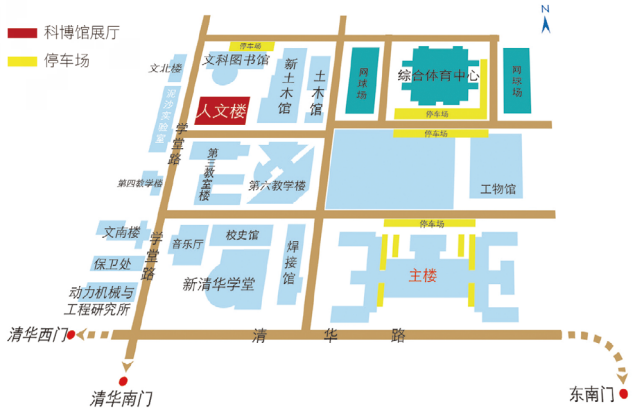
Contact number: 62781012.



10.1.3 Tsinghua University Science Museum

The Tsinghua University Science Museum is a new campus landmark currently under construction. As China's first comprehensive university museum dedicated to scientific collections, it will showcase significant scientific artifacts and highlight the important contributions of Tsinghua University researchers in science and engineering.

Before the permanent venue is completed, the Science Museum has established a temporary exhibition hall on Floor B2 of the Mong Man Wai Humanities Building.



(1) Exhibition Information

New exhibition: The Era of Radio Waves -- Early History of Radio Technology Exhibition

(Exhibition Period: March 2025 - March 2026)

Scan the QR code to learn more about "The Era of Radio Waves – Early History of Radio Technology" exhibition.

Exhibition upgrade: A Century of Scientific Instruments: The History of Scientific Instruments at Tsinghua University

(2) Visitor Guide

· Opening Hours: Wednesday to Sunday, 09:00-16:30 (Closed Mondays and Tuesdays; holiday hours announced separately).

· Location: Exhibition Halls B204, B205, and B207, Mong Man Wai Humanities Building, Tsinghua University.

· Note: The Mong Man Wai Humanities Building is located on the east side of Xuetang Road (between the No.3 Teaching Building and the Liberal Arts Library).

· Admission: Free

· Group Reservations: Call 62799883, 62780628; or email fah@tsinghua.edu.cn.

· Guide Services: Group tours may request a guide. Reservations must be made at least two days in advance. Guides are available throughout the day on weekends and during designated times from Wednesday to Friday.

· Special note: The Science Museum does not handle campus entry reservation applications for off-campus visitors to Tsinghua University.

Scan the QR code to learn more about the "A Century of Scientific Instruments: The History of Scientific Instruments at Tsinghua University" exhibition

(3) Science Museum Features

Science Museum Salon:

The Science Museum Salon invites professionals from China and abroad for academic exchange and experience sharing. Topics include the history of science and technology, scientific instruments, scientific exhibits, and the development and curation of science museums.

Research Support:

In collaboration with the Department of the History of

Science in the School of Humanities, the Science Museum conducts research on the restoration of technological artifacts and the history of scientific instruments. It supports Teaching-Research in the history of science and related fields.

Teaching Support:

The Science Museum's physical exhibitions, online exhibitions, and live guided tours serve as extensions of classroom teaching. The museum actively contributes to talent cultivation and general education on campus by providing access to collections and in-gallery teaching support for courses offered by various university departments.

Collaborative Exhibitions:

The Science Museum jointly plans exhibitions with other departments at Tsinghua to present the history and development of academic disciplines and cutting-edge research achievements, creating a platform for multidisciplinary collaborative display.

(4) Contact Information

Scan the QR code to follow the official WeChat account of "Tsinghua University Science Museum"

· Reception:

Working hours: Monday to Friday, 08:00-17:00.

Contact number: 62780533, 13811411277.

Email: kxbwg@mailoa.tsinghua.edu.cn.

· Collection Donations:

Working hours: Monday to Friday, 08:00-17:00.

Contact number: 62787870, 13520621874.

Email: tsm-don@mail.tsinghua.edu.cn.

· Official Website:

https://tsm.tsinghua.edu.cn/.

· Digital Exhibition Hall:

https://tsm.tsinghua.edu.cn/?page_id=14863.Visitors can access an immersive online 3D exhibition experience, including high-definition images and detailed descriptions of exhibits.

10.1.4 Tsinghua Academy of Arts and Design Visual Art Center

Affiliated with the Academy of Arts and Design, the Visual Art Center is an exhibition venue dedicated to showcasing the university's achievements in art education and presenting modern and contemporary art from China and abroad. It aims to create a high-quality academic exhibition space and promote exchanges and cooperation with leading art museums and institutions worldwide.

Admission is free. During exhibitions, opening hours are 09:00-18:00.

The center is located on the first floor of Area B in the Academy of Arts and Design building. The exhibition space consists of four galleries, Galleries 1, 2, 3, and 4, covering a total area of approximately 1,800 square meters. Galleries 1, 2, and 3 are interconnected and located on the south side, while Gallery 4 is an independent space on the north side. Gallery 1 has the highest ceiling, at 20 meters, while Gallery 4 has a ceiling height of 8 meters, making it suitable for various types of art exhibitions, including large-scale sculptures and installations.

10.1.5 Arts and Culture

The university campus is home to several performing arts venues, including the Auditorium, New Tsinghua Xue Tang (Mong Man Wai Concert Hall), and the Student Art Center (Mong Man Wai Building). These venues are managed by the Center for Arts Education.

Guided by its mission of "promoting high-quality arts, preserving outstanding culture, and advancing cultural development," the Center hosts more than 100 high-level performances each year, covering music, dance, opera, drama, and other art forms. It supports more than 800 on- and off-campus events annually, serving over 90,000 attendees.



Auditorium



New Tsinghua Xue Tang

(1) Auditorium

Completed in April 1921, the Auditorium is one of Tsinghua's earliest "Four Buildings." At the time of its completion, it was among the largest university auditoriums and lecture halls in China. With 882 seats, the Auditorium is now mainly used for meetings, lectures, performances, and film screenings.



(2) New Tsinghua Xue Tang

The New Tsinghua Xuetang was built to commemorate the 100th anniversary of Tsinghua University. This architectural masterpiece was designed by Li Daozeng, a professor at Tsinghua University's School of Architecture and an academician of the Chinese Academy of Engineering. It was funded by four alumni: Chi Yufeng, Xu Hang, Song Ge and Fang Fang.

The three-level auditorium has a total of 2,011 seats in its main seating area. It is also equipped with two side stages and an adjustable orchestra pit. The main stage has a proscenium opening of 18 meters wide and 11.5 meters high. This auditorium is equipped with professional lighting and sound systems, enabling it to host high-level large-scale concerts, student activities, and academic exchange events.



◇ New Tsinghua Xue Tang Ticketing FAQs

① Where can I buy tickets for performances at New Tsinghua Xue Tang?

· Tickets can be purchased at the New Tsinghua Xue Tang box office (Ticketing hours: 12:30-19:30, closed on Tuesdays).

· Tickets can also be purchased online by following the WeChat official account "Tsinghua University New Tsinghua Xue Tang," where users can select seats and complete their purchase.

② Are there age restrictions for ticket purchase and entry?

There are no age restrictions for purchasing tickets. However, unless otherwise specified for a particular performance, children under 1.2 meters are not admitted, except for children's performances. Children 1.2 meters or taller require a full-price ticket for entry.

③ Are there discounts for current students, faculty, staff, and alumni?

Current students, faculty, and staff have access to exclusive membership services. Tickets priced at 60 RMB or below are for internal campus use only and can only be purchased by current students, faculty, staff, and alumni. For tickets priced above 100 RMB, current students, faculty, staff, and alumni are eligible for discounts. Specific discounts vary by performance.

④ Is there a purchase limit? Can tickets be refunded, exchanged, resold, or transferred?

· Full-time current students are eligible for student discount tickets and priority seat selection, limited to one ticket per student. Discounted tickets are available only through online seat selection and cannot be purchased at the box office or by non-student online users.

· Performance tickets have monetary value and are not ordinary goods. The cultural services they represent are time-sensitive and often limited in availability. Once purchased, tickets are non-refundable, non-exchangeable, and cannot be reissued. Please purchase carefully.

· Tickets for performances that do not require real-name registration may be resold or transferred.

⑤ What is required for entry – paper ticket or an e-ticket? How can tickets be collected?

· Currently, a paper ticket is the only valid form of admission.

· Tickets may be collected at the New Tsinghua Xue Tang box office or from self-service ticket kiosks.

· Self-service ticket kiosks are located in the following areas: two kiosks in the sunken plaza west of the New Tsinghua Xue Tang box office, and three kiosks in the square on the north side of New Tsinghua Xue Tang, near the stage entrance and facing Teaching Building No. 6.

(3) New Tsinghua Xue Tang Class of 1983 Experimental Theater

The Class of 1983 Experimental Theater was established in 2014 and upgraded in 2019 with a donation from the Tsinghua Class of 1983 alumni. Covering approximately 300 square meters, the theater is located on the third floor of New Tsinghua Xuetang. It is equipped with basic stage technical facilities including lighting booms, a sound control console, an LED screen, and a telescopic seating system with 202 seats. The venue is used for meetings, rehearsals and small-scale events.





Class of 1983 Experimental Theater





Mong Man Wai Concert Hall

(4) Mong Man Wai Concert Hall

The Mong Man Wai Concert Hall was also designed by Li Daozeng. Funded and constructed by Hong Kong-based Shun Hing Group, it is named after alumnus Mong Man Wai. The hall is mainly used for chamber music concerts, plays, dance performances, and medium-scale meetings. It has 510 seats, including 372 seats on the first floor and 138 seats on the second floor.



Student Art Center (Mong Man Wai Building)

(5) Student Art Center (Mong Man Wai Building)

The Student Art Center, also known as the Mong Man Wai Building, was funded and constructed by Hong Kong-based Shun Hing Group and named after Mong Man Wai, an alumnus of Tsinghua University from 1946 to 1948. The building covers 2,483 square meters, with a total floor area of 4,071 square meters, and is mainly used for student cultural activities. Construction began in 1993 and was completed in 1995. The building was renovated from 2015 to 2016 to accommodate activities with up to 300 participants.

The multifunction hall has more than 200 fold-down sofa seats and is suitable for small performances and conferences.

The Auditorium, New Tsinghua Xue Tang, Class of 1983 Experimental Theater, Mong Man Wai Concert Hall, and the Student Art Center (multi-function hall and several classrooms), are available for external rental.

Contact number: 62782334 (Venue Booking Office, Center for Arts Education).

10.2 Trade Union Cultural Activities

10.2.1 Annual Cultural Activities

(1) Faculty and Staff Cultural Works Exhibition

Each year during the university anniversary, the University Trade Union organizes faculty and staff cultural exhibitions at various campus locations, including photography, calligraphy, and flower arrangement displays. Exhibition previews are available through the "Tsinghua University" and "Tsinghua University Trade Union" WeChat accounts.

① Faculty and Staff Anniversary Photography Exhibition

An official call for photography submissions is announced in March through the "Information Portal (info) > Office Notices." Submission guidelines and requirements are provided in the notice.

② Faculty and Staff Anniversary Calligraphy Exhibition

The exhibition is organized by the Trade Union Calligraphy Association. Faculty and staff interested in submitting calligraphy works should contact the association by the end of March for further communication and confirmation.

③ Faculty and Staff Anniversary Flower Arrangement Exhibition

The exhibition is organized by the Trade Union Flower Arrangement Association. To better present flower arrangements to faculty, staff, students, and returning alumni during the university anniversary, training is held in advance for one month, with a total of three to four sessions. Participants then display their works in groups at the exhibition.

Faculty and staff interested in participating in the training and exhibition may contact the culture and arts representative of their unit's Trade Union branch.

(2) Faculty and Staff Art Performances

Since 1982, the University Trade Union has organized annual

faculty and staff choral or variety performances from October to December. Themes are determined based on national and university education priorities for the year. In recent years, nearly 2,000 people have participated. Since 2024, online live streaming and audience voting for favorite programs have been introduced.

The official registration notice is published in September through "Information Portal (info) > Office Notices." Branch trade unions and associations are responsible for organizing registration, rehearsals, and final performances.

(3) Faculty and Staff Chalkboard Calligraphy Competition

Since 2017, the University Trade Union has held the annual Tsinghua University Faculty and Staff Chalkboard Calligraphy Competition. Each year, more than 40 faculty and staff members from nearly 30 branch trade unions participate. Training is held in August, and the competition is held in September.

Registration notices for the training and competition are published through "Information Portal (info) > Office Notices." Interested faculty and staff may register through the culture and arts representative of their branch trade union. After registration, the University Trade Union coordinates the training and competition arrangements.

(4) Holiday Activities and High-Level Performances

① **Professional Troupe Performances**

Around New Year's Day and Teachers' Day, the University Trade Union invites high-level performance troupes to campus for special appreciation performances, offering holiday greetings to faculty and staff through fine artistic works. First-class troupes and institutions, including the Navy Political Department Art Troupe, Beijing Federation of Literary and Art Circles, All-China Federation of Trade Unions Art Troupe, Central Opera House, Beijing Dance Academy, and China Film Orchestra, have performed a range of Chinese and international classic works for faculty and staff.

Ticket Collection: Before each performance, the University Trade Union publishes a ticket collection notice through "Information Portal (info) > Office Notices." Tickets are distributed to branch unions according to a set ratio based on the number of available tickets from the culture and arts representative of their unit's Trade Union branch.

② **Film Screenings**

The University Trade Union holds New Year screenings each year. Screening schedules are determined based on film availability and venue conditions.

Ticket Collection: Each December, the University Trade Union publishes a film screening notice through "Information Portal (info) > Office Notices." Tickets are distributed to branch trade unions according to a set ratio based on the number of available tickets and union membership. Faculty and staff may collect tickets from the culture and arts representative of their unit's Trade Union branch.

③ **Spring Festival Welcoming Activities**

Before each Spring Festival, the University Trade Union organizes the Calligraphy Association and Lotus Pond Poetry Society to hold the Tsinghua University Faculty and Staff "Welcome Spring, Send Spring Couplets" event, presenting spring couplets and blessings ("Fu" characters) to faculty and staff.

Coupon Collection: The University Trade Union distributes spring couplet coupons to branch trade unions according to a set ratio based on the number of available coupons and union membership. Faculty and staff may collect coupons from the culture and arts representative of their unit's Trade Union branch.

10.2.2 Cultural Associations of the Tsinghua University Trade Union

The University Trade Union currently has eight cultural associations and societies, with two additional associations in the process of being established.

List of Trade Union Cultural Clubs and Associations

No.	Name	Description
1	Tsinghua University Trade Union Teacher Chorus	Established in 1984, the Teacher Chorus currently has more than 80 members. The chorus brings together faculty and staff who enjoy singing. Members rehearse well-known choral works from China and abroad in their spare time and often perform on campus, as well as in off-campus performances, competitions, and exchange activities with other organizations. The chorus rehearses every Tuesday evening at the Tsinghua University Trade Union Club, with a professional conductor and piano accompaniment.
2	Tsinghua University Trade Union Drama Club	Established in March 2014, the Drama Club currently has more than 70 members. Since its founding, the club has brought together enthusiasts of recitation and theater arts. It aims to improve members' personal development and performance skills through the study, appreciation, rehearsal, and performance of outstanding literary and artistic works. Its main activities include rehearsing recitations, plays, and sketches; organizing performances; and inviting experts to provide training in recitation, theater performance, and variety show hosting.
3	Tsinghua University Trade Union Hetang Poetry Society	Established in April 2008, the Hetang Poetry Society currently has about 50 members. The society studies poetry and provides a platform for members to exchange ideas on poetry writing. Members create traditional poems, verse essays, and modern poetry. Over the years, the society has organized lectures by well-known experts from China to help members improve their writing skills. It also maintains contacts and exchanges with poetry groups such as the Chinese Poetry Society.
4	Tsinghua University Trade Union Shui Mu Dance Troupe	Established in May 2014, the Shui Mu Dance Troupe currently has more than 150 members. The troupe promotes dance culture, teaches dance skills, and provides a platform for dance enthusiasts to learn, improve their artistic appreciation, and showcase their talent. Its activities help enrich campus cultural life and support the physical and mental well-being of faculty and staff. The troupe's performances have been staged at various venues on campus and have been well received. It currently engages professional instructors for regular weekly training sessions.
5	Tsinghua University Trade Union Calligraphy Association	Established in April 1984, the Tsinghua University Trade Union Calligraphy Association currently has about 80 members. Its main activities include organizing group and individual calligraphy exhibitions; submitting members' works to exhibitions in Beijing and Haidian District; offering calligraphy lectures and classes for faculty, staff, and children; arranging exhibition visits and artistic exchanges; producing calligraphy works for university celebrations and cultural events; and inviting renowned calligraphers and artists from China and abroad to give lectures and improve members' artistic appreciation.
6	Tsinghua University Trade Union Photography Association	Established in 1984, the Photography Association currently has about 50 members and is one of the earliest non-governmental photography organizations in China. The association brings together photography enthusiasts within the university, supports cultural activities organized by various departments, enriches the cultural life of faculty and staff, and helps members improve their photography skills.
7	Tsinghua University Trade Union Flower Arrangement Association	Established in 1994, the Flower Arrangement Association currently has about 200 members. The association is dedicated to learning and promoting Eastern style flower arrangement. Its main activities include holding faculty flower arrangement exhibitions during the university anniversary; organizing regular flower arrangement sessions and using the works to decorate departmental public spaces; holding lectures and training sessions; organizing flower arrangement activities; and sharing works and exchanging ideas through online platforms such as WeChat groups.

No.	Name	Description
8	Tsinghua University Trade Union Philatelic Association	Established in April 1984, the Philatelic Association has more than 30 official members of the All-China Philatelic Federation, as well as many other stamp collectors. Its main activities include organizing faculty stamp exhibitions; issuing commemorative envelopes and postcards; creating commemorative postmarks for collectors; organizing members to participate in municipal and district philatelic activities and external exchanges; and promoting philatelic activities within the university.
9	Tsinghua University Trade Union Reading and Creative Writing Club (under preparation)	The Reading and Creative Writing Club aims to carry forward the traditions of Tsinghua, promote the university's core spirit of self-discipline and social commitment, and encourage reading and creative writing among faculty and staff. By regularly inviting experts to guide members, the club seeks to deepen members' interest in reading and support those who wish to create their own works reflecting the spirit of Tsinghua faculty and staff.
10	Tsinghua University Trade Union Folk Music Club (under preparation)	The Tsinghua University Trade Union Folk Music Club (under preparation) is a non-profit organization formed voluntarily by union members who enjoy Chinese traditional music. It provides a platform for rehearsals and performances, promotes Chinese traditional music on campus, organizes ensemble rehearsals and performances, participates in university cultural activities and approved off-campus events, and works to improve the group's overall performance level. Its activities also include recording performance videos.

Scan the QR code for more details



Chapter 11 Campus Life

11.1 On-Campus Stores

Supermarket, Convenience Store		
Name	Opening Time	Contact
Tmall Campus - Zijing Store 天猫校园紫荆店	07:30-23:30	62782106
Tmall Campus - Guanchou Store 天猫校园观畴园店	09:00-21:00	62785998
Tmall Campus - Qingfen Store 天猫校园清芬园店	08:30-23:30	62782713
Zhaolan Yuan Supermarket 照澜院菜鲜果美超市	08:00-20:00	62789151
Zhaolan Yuan JD Convenience Store 照澜院京东便利店	08:00-21:00	18395722907
FamilyMart 全家便利店 Opposite Yu Yuan Canteen	08:00-23:00	62544968
Xibei Good Neighbor Convenience Store 西北好邻居便利店 (West side of Xibei Residential Area)	07:00-23:00	13901076775
Lanqiying Community Supermarket 蓝旗营社区便民超市	08:00-20:00	62709558
JD Convenience Store 京东便利店 (North of Zhaolan Yuan Social Security Center)	08:00-21:00	15532037736
7 Eleven 711 便利店 (North of Zhaolan Yuan Social Security Center)	24 hours	15611234711
Xiuxian Changlang Good Neighbor Convenience Store 休闲长廊好邻居便利店	07:00-24:00	15234368287
C Building D20-3-2 Bai Le Convenience Store C 楼 D20-3-2 佰乐便利店	09:00-01:00+1	18519761279
C Building D20-3-3 Xian Guo Convenience Store C 楼 D20-3-3 鲜果便利店	08:00-23:30	18801131915
C Building D20-3-4 You Lin Convenience Store C 楼 D20-3-4 友林便利店	09:00-22:00	13501314194
Building 7 South District Xian Guo Wu 南区 7 号楼鲜果屋	08:00-23:30	18911594273

Restaurants		
Name	Opening Time	Contact
Mr. Lee Beef Noodles (Zhaolan Yuan) 李先生牛肉面（照澜院）	07:00-21:00	62556540
Subway (Zhaolan Yuan) 赛百味（照澜院）	07:30-21:30	62788353
Ten Years After Cafe (Southwest corner of the New Tsinghua Xuetang intersection) 拾年咖啡（新清华学堂十字路口西南侧）	07:30-24:00	62798291
McDonald’s (Zhaolan Yuan) 麦当劳（照澜院）	06:30-23:00	67441625
Qi Gang Jiu Milk Tea Shop, Building 7, South District 南区 7 号楼七港九奶茶店	10:00-23:00	15601237702

Pharmacies		
Name	Opening Time	Contact
Tong Ren Tang (Zhaolan Yuan Branch) 同仁堂（照澜院店）	08:30-20:00	62794922 62792255
Tong Ren Tang (Xibei Residential Branch) 同仁堂（西北小区店）	08:30-20:30	62795958 62796675

Florists, Water Shop, Small Market		
Name	Opening Time	Contact
Shinian Huafang (East side of Senior University in Zhaolan Yuan Zone 1) 拾年花房（照澜院一区老年大学东侧）	08:00-20:00	62790030
Zhaolan Yuan Florist (North side of Zhaolan Yuan Social Security Center) 照澜院花店（照澜院社保中心北侧）	08:00-20:00	15711285188
Ziguang Water Shop (No.16-1 Shuangqing Road, Qingfeng Huajing Yuan) 紫光水厂（双清路 16 号院 -1，清枫华景园内）	08:00–19:00 (Customer Service) 08:30–18:00 (Shipping Service)	62773725 62781118
West District Small Market (West side of the dining card machine room at Yu Yuan) 西区小市场（寓园教工餐卡机房西侧）	08:00-19:30 (Laundry, computer repair, tailoring, key cutting)	62797889

Printing Shops		
Name	**Opening Time**	**Contact**
Yinyi Jiamei Printing Shop (Zhaolan Yuan Zone 1, Cultural Zone) 印艺佳美复印店（一区、文化园区内）	08:30-21:00	62787668
Qinglanyuan Tuwen Kuaiyin (Zhaolan Yuan North) 清澜园图文快印（照澜院北）	08:00-22:30	15117989328
Yunhe Fengyuan · Yinba (East side of Senior University in Zhaolan Yuan Zone 1) 昀禾丰源·印吧（一区老年大学东侧）	08:00-22:00	62773911
Zijing Building 1 Printing Shop 紫荆 1 号楼复印店	08:00-23:00	13520181828
Zijing Building 4 Printing Shop 紫荆 4 号楼复印店	08:00-23:00	13141232758
Zijing Building 6 Printing Shop 紫荆 6 号楼复印店	08:00-22:30	13141232758
Zijing Building 8 Printing Shop 紫荆 8 号楼复印店	08:00-23:00	13601307935
Zijing Building 10 Printing Shop 紫荆 10 号楼复印店	08:30-22:00	13552020630
Zijing Building 12 Printing Shop 紫荆 12 号楼复印店	08:00-22:00	13683678589
Zijing Building 13 Printing Shop 紫荆 13 号楼复印店	08:00-22:30	18519761279
C Building Mei Lite Printing Shop C 楼美立特复印店	09:00-20:00	13717966756
Xiuxian Changlang Pengqi Printing Shop 休闲长廊鹏起复印店	08:30-22:00	13651208439

Bookstores		
Name	**Opening Time**	**Contact**
Textbook Store 1 (Building 10 South District, North Building Teaching Materials Service Center) 教材一店（南区十号楼北楼教材服务中心）	08:00-20:00	62783559
Textbook Store 2 (C Building Student Service Center) 教材二店（紫荆公寓 C 楼学生服务中心）	08:00-20:00	62781733

Banks and Post Office		
Name	**Opening Time**	**Contact**
Bank of Beijing (Zhaolan Yuan) 北京银行（照澜院）	09:00-17:00	62788734
China Construction Bank (Zhaolan Yuan) 建设银行（照澜院）	09:00-18:30	62796694
Industrial and Commercial Bank of China (Zhaolan Yuan) 工商银行（照澜院邮局）	09:00-17:00 (Closed on Sunday)	62782553
Postal Savings Bank (Zhaolan Yuan) 邮政储蓄银行（照澜院）	09:00-17:30	62701476
Bank of China (C Building) 中国银行（紫荆公寓支行）	09:00-17:00	62770915
Tsinghua University Post Office (Zhaolan Yuan) 清华大学邮政支局（照澜院）	09:00-17:30	62770252
Zijing Apartments Postal Agency (C Building) 紫荆公寓邮政所（紫荆 C 楼）	09:00-16:30 (Closed on the weekend)	62796884

Hair Salons		
Name	**Opening Time**	**Contact**
C Building Jiangling Qingyi Hair Salon C 楼匠领清艺理发店	10:00-21:30	13436366363
C Building D20-3-1 Gege Quick Cut C 楼 D20-3-1 格格快剪	09:30-21:30	15010092048
Xiuxian Changlang Hui Tou Lv Hair Salon 休闲长廊回头率理发店	09:00-20:00	17710488460
Building 7, South District Qingyi Hair Salon 南区 7 号楼清艺理发店	10:00-21:30	13436366766

Photo Taking		
Name	**Opening Time**	**Contact**
Zijing Building 2 Photo Shop 紫荆 2 号楼照相店	09:00-18:00	13520181828
C Building Kaka Photo Shop C 楼咔咔照相店	08:30-20:00	13701006799
Xiuxian Changlang Qingda Jiayi Photo Shop 休闲长廊清大嘉艺照相店	10:00-17:30	13301252869

Laundry Stores		
Name	Opening Time	Contact
C Building FORNET Laundry C 楼福奈特洗衣店	09:00-21:00	13651143791
C Building D20-3-5 Youxi Pu C 楼 D20-3-5 优洗铺	09:00-21:00	15701128565
Building 7, South District Hanhuang Laundry 南区 7 号楼翰皇洗衣店	09:00-21:00	18810917860

Electronic Device Repair		
Name	Opening Time	Contact
Xiuxian Changlang Mobile Phone Repair Shop 休闲长廊手机维修店	09:00-20:00	13371609893
Building 7, South District Mobile Phone Repair Shop 南区 7 号楼手机维修店	09:30-21:00	13371752380
C Building D20-3-6 Lao Zeng Computer Repair C 楼 D20-3-6 老曾计算机维修	08:00-23:00	15173830202
Xiuxian Changlang Apple Experience Store 休闲长廊苹果体验店	10:00-19:00	18501318016

International Package Shipping		
Name	Opening Time	Contact
C Building D20-3-5 Study Abroad Courier C 楼 D20-3-5 留学快递	09:00-16:00	15811310584

Optical Stores		
Name	Opening Time	Contact
Xiuxian Changlang Mingliang Shijie Optical Store 休闲长廊明亮世界眼镜店	09:00-20:00	13520536252
C Building Mingliang Shijie Optical Store C 楼明亮世界眼镜店	09:00-20:00	18801075476
Guanchou Yuan Xueming Optical Store 观畴园学明眼镜店	09:00-21:00	13901256438

Gym		
Name	Opening Time	Contact
Xiuxian Changlang Gym 休闲长廊健身房	09:00-22:00	62799499

Stationery		
Name	Opening Time	Contact
Xiuxian Changlang Stationery Store 休闲长廊文具店	08:30-22:00	13501314194
Guanchou Yuan Stationery Store 观畴园文具店	09:00-21:00	18901298081

Clothing Store		
Name	Opening Time	Contact
Guanchou Yuan Romon Clothing Store 观畴园罗蒙服装店	09:00-21:00	15701296291

Gift Shop		
Name	Opening Time	Contact
Guanchou Yuan Gift Shop 观畴园礼品店	09:00-21:00	13439128890

11.2 Medical and Health Services

11.2.1 Annual Physical Examination

The University provides all current faculty and staff with an annual physical examination benefit. In accordance with the Tsinghua University Faculty and Staff Health Examination Management Regulations (Trial), the Office of Human Resources is responsible for overseeing the faculty and staff health examination program, while the University Trade Union organizes the examinations and encourages participation. Each unit is responsible for coordinating the health examinations of its own faculty and staff.

(1) Examination Schedule

Examinations are held within the calendar year (excluding statutory holidays). The specific dates for each unit's examinations are coordinated directly between the secondary-level unit and its selected designated hospital.

(2) Examination Location

Each secondary-level unit may independently select a medical examination hospital from among the University Hospital, the First Affiliated Hospital, the Second Affiliated Hospital (Yuquan Hospital), and Changgung Hospital.

11.2.2 Health Mutual Aid

To support the health and well-being of faculty and staff, the University Trade Union organizes annual enrollment in the "Mutual Aid Plan for Special Diseases among Employed Female Faculty and Staff" and the "Mutual Aid Plan for Critical Illnesses among Employed Faculty and Staff." The specific details are as follows.

(1) Mutual Aid Protection Plan for Special Diseases of Employed Female Faculty and Staff

Every April, the University Trade Union publishes a notice titled "Regarding Enrollment in the Mutual Aid Protection Plan for Special Diseases of Employed Female Faculty and Staff" in the "Information Portal (info) > Office Notices."

The fee for this mutual aid protection plan is 25 RMB per person per share. The university subscribes to two shares for each eligible female employee, totaling 50 RMB per person. The coverage period is one year. If a female union member enrolled in the plan is diagnosed with one or more of the 12 special diseases covered by the plan, she is eligible to receive a mutual aid benefit of 30,000 RMB.

Scan the code to learn more about the "Mutual Aid Protection Plan for Special Diseases of Employed Female Faculty and Staff."

(2) Mutual Aid Protection Plan for Critical Illnesses among Employed Faculty and Staff

Every August, the University Trade Union publishes a notice titled "Regarding the Organization of Active Union Members to Participate in the 'Mutual Aid Protection Plan for Critical Illnesses among Active Employees'" in the "Information Portal (info) > Office Notices."

The fee for this mutual aid protection plan is 40 RMB per person per share. Each enrolled union member is subscribed to one share, and the coverage period is for one year. If an enrolled union member is diagnosed with one or more of the 30 critical illnesses covered by this plan, they are eligible to receive a mutual aid benefit of 12,000 RMB.

For specific details on coverage and claims, please contact the Life Department of the University Trade Union.

Contact number: 62780277.

Scan the QR code to learn more about the "Mutual Aid Protection Plan for Critical Illnesses for Employed Faculty and Staff."

11.2.3 Tsinghua University Hospital

Tsinghua University Hospital is located on the Tsinghua campus and has a total floor area of 9,351 square meters. Its predecessor was the Tsinghua University Health Center, established in 1911. It was reorganized as a university hospital in 1962. After more than a century of development, it has grown into a secondary-level comprehensive hospital integrating medical care, disease prevention, healthcare, rehabilitation, and community services. The hospital provides healthcare and public health services to faculty, staff, students, and nearby residents.

The hospital has established a "three-in-one" health service model that integrates the functions of a university hospital, a secondary-level general hospital, and a community health service center. It has clinical departments including Internal Medicine, Surgery, Dentistry, Gynecology, Otorhinolaryngology (ENT), Traditional Chinese Medicine (which also serves as a rehabilitation center), Emergency Medicine, General Ward, Preventive Healthcare, and Physical Examination Center. It also has medical technology departments such as Radiology, Laboratory Medicine, Functional Diagnostics, and Pharmacy.

The hospital is capable of providing clinical diagnosis and treatment across multiple organ systems. In addition to regular outpatient services, it offers more than 20 specialist outpatient clinics. Its annual outpatient and emergency visits total nearly 500,000, and it conducts approximately 40,000 physical examinations each year.

(1) Appointment Booking

Users may make appointments for clinic services at the University Hospital through on-site registration, the website, Alipay, WeChat, or by phone.

Please note that appointment information cannot be used as proof for campus entry. Thank you for your understanding.

On-site Registration:

Registration is available at the service counter and self-service kiosks.

Online Appointment Registration:

· Website: Online appointment registration is available at https://93001.tsinghua.edu.cn.

· Alipay: Search for “Life Account > Tsinghua University Hospital > Medical Services > Registration.” For your first visit, please go to the registration window in person to confirm your information.

· WeChat: Search for “Tsinghua Logistics Service Official Account > Micro Services > Appointment Registration”, or search for “Tsinghua University Hospital WeChat Official Account > Medical Services > Registration.” For your first visit, please go to the registration counter in person to confirm your information.

Phone Appointment Registration:

Appointment phone number: 62793001

Appointment hours: Weekdays, 08:00-18:00; Saturdays, Sundays, and public holidays, 08:00-17:00.

Appointments may also be made through the Beijing 114 appointment registration platform.

Friendly Reminders:

· Appointment booking through the website, Tsinghua Logistics Service, phone, or Beijing 114 does not incur a service fee. The registration fee will be collected when you collect your appointment number at the hospital.

· Outpatient appointment slots are available for the three days before and including the day of the scheduled visit. Slots are released at 11:00 three days in advance. Same-day appointment slots cannot be reserved by phone; however, same-day appointments can be made through WeChat or the website.

· All appointment registrations must be made under the real-name system. When making an appointment, please provide detailed and accurate patient information, including the patient's full legal name, valid identification number (such as a resident ID card, passport, or Travel Permit for Residents of Hong Kong, Macao, and Taiwan of China). gender, and mobile phone number. This information will be verified when you collect your appointment number.

· On the day of your appointment, please bring valid identification and arrive at the outpatient registration window at least 10 minutes before your scheduled appointment time to pay the registration fee and collect your appointment number before seeing the doctor.

· Outpatient appointment slots are limited. If you are unable to attend your appointment, please cancel it at least two hours before the scheduled time.

(2) Public-Funded Medical Care Reimbursement

Friendly Reminders:

· Except in emergencies, patients seeking medical treatment at another hospital must first obtain a referral from the University Hospital. Only outpatient expenses incurred after the referral has been issued are eligible for reimbursement.

· Medical expenses incurred in the current year must be submitted for reimbursement by January 15 of the following year.

· Medical expenses may be submitted for reimbursement through the self-service system, with no need to queue on site. On a computer, log in to "Information Portal (info) > Finance > Self-Service Reimbursement (New) > Medical Expense Reimbursement," complete the medical expense reimbursement form, and submit the required documents at a campus self-service drop-off machine.

· Medical reimbursement covers two types of services: outpatient reimbursement and inpatient reimbursement. The reimbursement office is closed to the public every Thursday afternoon, Saturday, Sunday, and on statutory holidays. During winter and summer vacations, please refer to the relevant notices for specific operating hours.

· Reimbursement appointment slots for the next three days are released daily at 08:00.

· The appointment system strictly follows the real-name system. When making an appointment, please provide detailed and accurate personal information, including your full legal name, valid ID number, and mobile phone number, so that you can receive the confirmation and check in successfully.

· Appointment slots are limited. If you are unable to attend your appointment, please cancel it at least two hours before the scheduled time.

· On the day of your appointment, please arrive and check in before your scheduled time. To check in, scan the QR code on the wall using the WeChat account you used to make the appointment, or manually enter the reservation number or the mobile phone number of the person requesting reimbursement. If you have not checked in within 60 minutes after your scheduled appointment time, your reservation will be automatically canceled.

· If you leave the reimbursement hall after checking in and miss your turn, you can check in again within 30 minutes of your scheduled time. Otherwise, your reservation will be automatically canceled.

Scan the QR code to learn more about guidelines for public-funded medical care and reimbursement

Scan the QR code to visit the official website of Tsinghua University Hospital



Address of the First Hospital of Tsinghua University: No. 6, Jiuxianqiao Yijiefang, Chaoyang District, Beijing.

11.2.4 The First Affiliated Hospital of Tsinghua University

WeChat Official Account
Comprehensive updates and information

WeChat Service Account
Appointment booking and payment services

WeChat Video Channel
Medical news and health education

The First Hospital of Tsinghua University is a tertiary general hospital with six medical centers and 43 clinical and medical technology departments. The hospital has a comprehensive range of specialized departments and strong expertise in the diagnosis and treatment of both routine and complex cardiovascular diseases, as well as in the integrated management of various critical and severe conditions.

In addition, its Pediatrics, Obstetrics and Gynecology, Orthopedics, Dentistry, Dermatology, Allergology, Psychology, and Ophthalmology departments each have distinctive strengths. The hospital also offers specialized medical services including painless gastroscopy and colonoscopy, 24-hour pediatric emergency care, cosmetic suturing, and lithotripsy.

Hospital website: www.tufh.com.cn (Further information on medical specialities and experts is available on the website).

Methods of medical consultation are as follows.

(1) Patients covered by public funding

Complete appointment booking → Go to the University Hospital to complete the referral procedure → Present your campus card and proceed to the hospital's outpatient clinic for medical treatment.

• **First visit:** Go to the "Outpatient Service Center" on the first floor of the outpatient building. Dedicated staff will assist with reception and registration.

① Complete the relevant procedures at the billing counter on the second floor of the outpatient building. On weekdays, go to Window No. 7. During holidays, registration can be completed at any open outpatient registration and payment window.

② After registration is completed, proceed with the medical treatment process.

③ Follow-up visit: Go to the outpatient registration and payment window to collect a number and make payment, then proceed with the medical treatment process.

(2) Patients covered by medical insurance and self-paying patients

• Self-service registration: Patients may make an appointment in advance or register on the day of the visit.

① Online Appointment Registration: Make an appointment through the "Tsinghua University First Affiliated Hospital Service Account" or the "Beijing 114 Appointment Registration" WeChat service account, or by calling the 114 hotline.

② In-person registration: Register through the hospital's self-service kiosks.

③ Doctor's office appointment: After the consultation, the attending physician can assist in scheduling the next appointment.

④ Phone reservation (Green Channel): Patients aged 60 or above, or under 16, who are unable to make reservations on their own may call the Outpatient Integrated Service Desk for assistance.

(3) Friendly Reminder

Faculty, students, and retired faculty living nearby may now seek emergency care directly at the First Hospital without first

obtaining a referral letter from the University Hospital.
If you have any questions during your visit, please consult the "Outpatient Service Center."
Contact Number: 010-64308129 (available 24 hours).

11.2.5 Tsinghua University Yuquan Hospital (Tsinghua University Integrated Chinese and Western Medicine Hospital)

Tsinghua University Yuquan Hospital (Tsinghua University Integrated Chinese and Western Medicine Hospital) is a Grade A tertiary hospital specializing in integrated traditional Chinese and Western medicine. It combines medical care, teaching, research, and preventive healthcare.

In April 2003, the hospital was transferred to Tsinghua University and renamed Tsinghua University Yuquan Hospital. In March 2024, it was accredited by the National Administration of Traditional Chinese Medicine as a Grade A tertiary hospital for integrated Chinese and Western medicine. As an affiliated hospital directly under Tsinghua University, Yuquan Hospital serves as a clinical teaching hospital for Tsinghua University and a teaching hospital for Beijing University of Chinese Medicine.

The hospital has 500 authorized beds. It currently comprises 33 clinical departments and 15 medical technology departments. It also houses one National Master of Traditional Chinese Medicine Studio, three sub-stations of the Beijing TCM "Inheritance and Development 3+3 Project" renowned veteran TCM physician studios, two Capital Famous TCM Physician Studios, and three Tsinghua University interdisciplinary medical-engineering scholar studios.

打开支付宝[扫一扫]

Scan the QR code to follow the "Tsinghua University Yuquan Hospital" WeChat official account

Featured Specialties and Departments are as follows:

The hospital currently has one national-level key discipline development project for high-level traditional Chinese medicine under the National Administration of Traditional Chinese Medicine, in Integrated Traditional Chinese and Western Medicine Clinical Practice; two national-level specialized projects highlighting the strengths of TCM, in Endocrinology and Preventive Treatment of Disease; two national-level "flagship" departments for integrated TCM and Western medicine collaboration, in Psychiatry and Neurosurgery; three Beijing-level key specialized TCM departments, namely the Brain Tumor Department, Endocrinology Department, and Surgery Department; and three Beijing-level institutions designated as "flagship" units for integrated TCM and Western medicine collaboration, in Neurosurgery, Endocrinology, and Obstetrics and Gynecology.

In recent years, the hospital has continued to consolidate and strengthen its existing key disciplines while developing specialized departments and distinctive treatments. It has established specialized departments, disease-specific treatments, and advanced medical services in areas such as neuropsychiatry, endocrinology, and obstetrics and gynecology. The hospital has developed a medical service model characterized by the integration of traditional Chinese and Western medicine, with distinctive strengths in both technology and service delivery, further enhancing its regional influence.

Departments including Brain Tumor, Endocrinology, Obstetrics and Gynecology, Neurology, Mental Health, Dentistry, Geriatrics, Health Management Center (Preventive Treatment), Urology, Acupuncture, and Tuina have distinctive technical and service features.

11.2.6 Beijing Tsinghua Changgung Hospital

Beijing Tsinghua Changgung Hospital has more than 60 clinical specialties and has established 13 Centers of Excellence: the

Hepatopancreatobiliary Center, Organ Transplantation Center, Neurology Center, Cardiovascular Center, Gastroenterology and Hepatology Center, Orthopedics and Sports Medicine Center, Ophthalmology Center, Oncology Center, Obstetrics and Gynecology Center, Children's Center, Otolaryngology-Head and Neck Surgery Center, Stomatology Center, and General Practice and Health Management Center.

The hospital has developed a range of internationally advanced technologies, including precision hepatobiliary surgery, multi-organ transplantation, emergency care for acute cardiovascular and cerebrovascular conditions, hereditary arrhythmias, minimally invasive treatment of gastrointestinal tumors, digestive endoscopy, resection of intramedullary spinal cord tumors, sports medicine, treatment of peritoneal tumors, etiological diagnosis and precision therapy for sleep apnea, precision diagnosis and treatment of female microbiome disorders, minimally invasive treatment of urinary tract stones, and treatment of biliary atresia in children.

(1) Dedicated Medical Services for Tsinghua University Faculty and Students

① Tsinghua University offers direct settlement for government-funded medical expenses.

② Teacher-Student Service Hotline: 010-56118632, 010-56118595.

This hotline provides the following convenient services for Tsinghua University faculty and students:

· Medical Insurance Services: Consultation and processing of medical insurance-related services, including registration for free medical care at Tsinghua University.

· Medical Guidance: Answers to questions about medical record registration, examination appointments, hospitalization procedures, and online medical services, as well as guidance on using the official app/mini-program and self-service kiosks.

· Convenient Services: Document stamping services (Medical Certificate/Outpatient Record Forms), lost and found, complaint and suggestion handling, and convenient service consultations.

If you encounter any issues during your visit, please call the hotline listed above or go to Counter No. 9 on the first floor of Building 1.

(2) Medical Guide

1 Making an Appointment

Scan the QR code to view appointment registration information.

https://www.btch.edu.cn/jyfw/jyzn/0bdc805b4f90419ab60d9c7b7584f1a3.htm.

2 Outpatient Clinic Information

Scan the QR code to view appointment and clinic schedules.

https://www.btch.edu.cn/czxxpdf/.

3 Outpatient Clinic Visit Procedure and Guidelines

Scan the QR code to view the outpatient visit procedure and important notes.

https://www.btch.edu.cn/jyfw/jyzn/9181badae70b413ab4bd4f8f8787ddcc.htm.

4 Emergency Medical Care Procedure and Patient Guidelines

Scan the QR code to view the emergency medical treatment process and important notes for patients.

https://www.btch.edu.cn/jyfw/jyzn/329.htm.

5 Inpatient Admission and Discharge Procedures & Guidelines

Scan the QR code to view inpatient admission and discharge procedures & guidelines.

https://www.btch.edu.cn/jyfw/jyzn/336.htm.

6 Guidelines for Online Outpatient Visits

Scan the QR code to view guidelines for online outpatient visits.

https://www.btch.edu.cn/jyfw/jyzn/90715.htm.

7 Pediatric Emergency Department Visiting Guidelines

Scan the QR code to view the guidelines for pediatric emergency visits.

https://www.btch.edu.cn/jyfw/jyzn/87893.htm.

11.3 On-Campus Transportation Services

11.3.1 Campus Shuttle Bus

Scan the QR code to access the "Tsinghua Campus Bus (清华校园巴士)" mini-program for more details

(1) Campus Shuttle Bus Operating Hours and Routes

Operating hours:

Weekdays 07:20 – 18:00;

Non-working days and holidays 08:30 – 17:40.

Route: Departing from Shiji Lin, the campus shuttle bus operates an Inner Loop, an Outer Loop, and a dedicated Student Line. These lines generally cover the student dormitory area, academic buildings, research facilities, and residential areas. For detailed information on routes and departure times, please refer to the "Tsinghua Campus Bus（清华校园巴士）" WeChat mini-program.

Campus bus inquiry and complaint hotline: 62793001 ext. Campus Bus / 62783237.



Outer Loop Route Map



Inner Loop Route Map

(2) Dedicated Services

Elderly Care Shuttle

Routes to the University Hospital

East Line: Weekdays 07:20 from Shuangqing Yuan → University Hospital.

North Line: Weekdays 07:20 from Xueqing Yuan → University Hospital.

South Line: Weekdays 07:30 from Southeast Community → 07:40 from Lanqiying Community → stops at Southwest Community → University Hospital.

Medical Transport Shuttle

Destination Hospitals: Peking University Third Hospital, Xiyuan Hospital.

Departure times: Weekdays 08:00-12:00, 13:00-17:00.

Appointment phone: Subdistrict Office 62775656 (Please make a reservation one day in advance).

11.3.2 Bus Reservation

Logistics Integrated Service Platform: https://93001.tsinghua.edu.cn > "I want to book a car" > Vehicle Reservation.

WeChat Official Account: Tsinghua Logistics Services > Microservices > Transportation Services > Vehicle Reservation.

Contact Phone: 62793001 ext. Fleet Management Team / 62782423.

Service offerings: Vehicle services for Teaching-Research, official reception, group travel, airport and railway station pick-up and drop-off, and other vehicle services.

Available vehicle models: 50-seat, 19-seat, 7-seat, and 5-seat and smaller vehicles.

11.3.3 Other Transportation Services

Vehicle registration, vehicle permit applications, parking payment, and campus traffic information are available through the "Xingzai Tsinghua" service account.

Scan the code to follow the "Xingzai Tsinghua" service account

11.4 Water, Electricity, and Heating Bill Payment Services

11.4.1 Online Payment (Water, Electricity)

Water and electricity bills can be paid online through the Tsinghua Logistics Services（清华后勤服务）WeChat official account.

Water Bill Payment:

Microservices（微服务）> Lifestyle Services（生活服务）> Water Fee Collection（水务收费）.

Electricity Bill Payment:

Microservices（微服务）> Lifestyle Services（生活服务）> Residential Electricity Bill Service（居民电费服务）.

11.4.2 On-site Payment (Water, Electricity, Heating)

Faculty and staff can pay water, electricity, and heating bills on-site at the utility fee collection point.

Payment Location: First-floor utility fee collection point, south side of the road east of Yu Yuan Canteen.

Water and electricity billing hours:

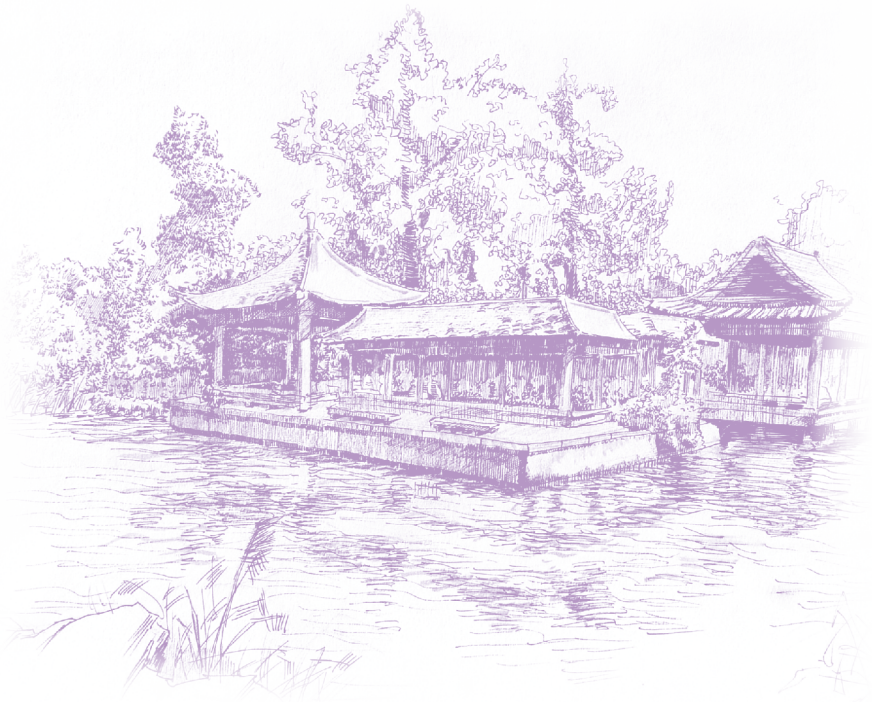
Monday to Friday: 08:00–12:00, 13:00–17:00.

Saturday to Sunday: 08:30–11:30, 13:30–16:30.

Heating billing hours:

Monday to Friday: 08:00–12:00, 13:00–17:00.





11.5 Maintenance Services

11.5.1 Plumbing, Heating, and Home Repair

(1) Maintenance Request for Family Housing Area

• Online Repair Request:

o Logistics Integrated Service Platform: https://93001.tsinghua.edu.cn > "I want to file a repair request（我要报修）".

o WeChat Official Account: "Tsinghua Logistics Services（清华后勤服务）" > Microservices（微服务）> Lifestyle Services（生活服务）> Online Repair Request（网上报修）.

• Phone Repair Request:

o Water and home comprehensive repair hotline: 62793001 ext. Home Repair / 62782965.

o Electrical emergency repair phone number: 62793001 ext. Electrical Emergency / 62782086.

o Heating maintenance phone number: 62793001 ext. Heating maintenance / 62782659.

(2) Student Apartment Repair Request

• Online Repair Request:

o Our Home website: http://myhome.tsinghua.edu.cn > Online Repair Request.

o WeChat official account: "Tsinghua Home Network（清华家园网）" > Online Repair Request（网上报修）.

• Phone Repair Request:

o Repair phone number: 62788866.

11.5.2 Other Commonly Used Repair Services

(1) Access Control Repair Request

Phone Repair Request:

• Student area: 62793003.

• Family area: 62773500 (Tianjian Property).

• Housing Management Service Center 24-hour access control service hotline: 15311755232, 13366800913.

(2) Natural Gas Repair Request

Beijing Gas service hotline: 96777.

(3) Unicom Telephone Line Repair Request

Telephone trouble desk: 62782060.

(4) Cable TV Repair Request

Repair requests and consultation services: 62771764.

11.6 Other Services

11.6.1 Logistics Service Platform

(1) Online Services

· Smart customer service: 24/7.

· Customer Service Representative: Monday to Sunday, 08:00 – 17:00.

· Logistics Integrated Service Network: https://93001.tsinghua.edu.cn

· Logistics Suggestions and Feedback: https://93009.tsinghua.edu.cn

· WeChat official account: Tsinghua Logistics Services（清华后勤服务）.

(2) Service Hotline: 62793001

· Smart Customer Service: 24/7.

· Customer Service Representative: Weekdays 08:00 – 18:00; Weekends and Holidays 08:00 – 17:00.

· Services include on-campus number inquiries, appointment scheduling and reimbursement reservations at the University Hospital, repair requests for residential units in the family housing area, guest room and conference room bookings at Jia Suo and Ziqing Mansion, and consultation services on matters such as collective household registration and campus tours.

(3) Suggestion and Feedback Hotline: 62793009

Customer Service Representative: Weekdays 08:00–12:00, 13:00–17:00.

(4) Logistics Integrated Service Hall: Northeast corner at the intersection of Tsinghua Road and Xichun Road (head west from the Second Gate, 300 meters north).

Service hours: Weekdays 08:00-12:00; 13:00-17:00.

Services available: Guest room and conference room reservations at Jia Suo and Ziqing Building; repair requests for water, electricity, heating, and housing in on-campus residential areas; handling matters related to the university's collective household registration; and feedback and suggestions on logistics services.

11.6.2 Inclusive Welfare Promotions

The University Trade Union occasionally organizes various lifestyle benefit activities. Current faculty and staff can view available benefits through the mini-program section "Tsinghua Trade Union > Welfare Center" and the "Tsinghua University Trade Union" WeChat official account. Current welfare programs include discounts on home purchases, rentals, car purchases, driving lessons, phone cards, airline tickets, overseas visas, and other services.

Scan the QR code to learn more about the "Tsinghua University Trade Union（清华大学工会）" mini-program

Scan the QR code to follow the "Tsinghua University Trade Union（清华大学工会）" WeChat official account

11.6.3 Collective Household Registration

Responsible department: Safety and Security Office – Collective Household Registration and ID Card Office.

Contact phone number: 62793001 ext. Household Registration Window.

This service applies to current students whose household registration is held by the university, postdoctoral fellows stationed at the university, current faculty and staff, family members of current faculty and staff, and individuals whose household registration is managed by the Shangdi Sub-center of the Haidian District Human Resources Public Service Center.

The online inquiry path for matters related to collective household registration is as follows:

① Enter the "Collective Household Registration Service System（集体户口服务系统）."

② On the login page, click "Notices and Announcements（通知公告）."

③ Follow the requirements in the "Notices and Announcements（通知公告）" to handle the relevant household registration matters.

Scan the QR code to process collective household registration business

11.6.4 Personnel Entry Registration for Campus

Responsible department: Safety and Security Office.

Contact number: 62783779.

Supporting units: All units and neighborhood community resident committees.

For visits involving external individuals invited by on-campus faculty, staff, or students, including family members of faculty and staff, caregivers, visiting relatives and friends, and work-related visitors, applications or cancellations must be submitted through the online service system. Applicants must inform entrants of the "Campus Entry Guidelines" and require them to comply with applicable laws and regulations, as well as the university's management rules.

(1) On-Campus Reporting Procedure

• **Method 1:** Browser access

· Log in to the Information Portal (info) website, go to the application menu, select the Office（办公）module under Business Category, click Online Service System, choose Security and Guarding（安全保卫）under Service Category, and enter the relevant reporting portal: Reporting for Faculty/Staff Family Members, including caregivers / Reporting for Visiting Relatives and Friends / Reporting for Work-Related Visitors / Cancelling On-Campus Entry Reports.

• **Method 2:** WeChat access

· Use WeChat to access Information Service (info). Enter the Online Service System and go to the relevant reporting portal.

• **Method 3:** Xingzai Tsinghua WeChat mini-program

· Use the "Xingzai Tsinghua（行在清华）" WeChat mini-program and enter the relevant reporting portal: Faculty/Staff Family Members, including caregivers / Reporting for Temporary Visitors.

(2) Entry Policy Inquiry

In accordance with campus security management requirements, the Safety and Security Office will promptly publish the latest campus entry registration policies and notices on its website.

11.6.5 Campus Motor Vehicle Permits for Faculty and Staff

Responsible department: Safety and Security Office.

Contact Number: 62782602, 62787017.

The procedure is as follows:

• **PC access:** Faculty and staff log in to their personal homepage on the Information Portal (info) through the unified authentication platform, click "Application Navigation", select "Security Department", click on "Personal Vehicle Permit Application", complete the application form, upload the required attachments, undergo initial and final reviews by the Safety and Security Office, pay the fee, and then collect the vehicle permit.

• **Mobile app:** Follow the "Xingzai Tsinghua（行在清华）" WeChat official account, tap "Campus Vehicle Permit Application" in the lower-left corner, log in to the faculty/staff electronic identity service system portal, enter the personal vehicle permit application interface, complete the required information, and follow the steps to complete the application.

Scan the QR code to follow "Xingzai Tsinghua（行在清华）"

Scan the QR code to follow "Ping'an Tsinghua（平安清华）"

11.6.6 Hot Work Permit Application

Responsible department: Safety and Security Office

Contact Number: 62782050.

Any temporary operation on campus that may generate flames, sparks, or hot surfaces, such as electric welding, gas welding, cutting, or the use of blowtorches, grinders, grinding wheels, electric drills, or other tools, must be approved through the "Tsinghua University Hot Work Permit" application procedure and must strictly comply with the hot work fire safety approval system.

The online procedure for obtaining a hot work permit is as follows:

To apply for a hot work permit, please scan the QR code.

① Log in to the Information Portal (info) as current faculty or staff, and go to "Online Service System（在线服务系统）" > "Party Committee Security Department（党委保卫部）" > "Hot Work Permit Approval（动火许可证审批）." Complete the hot work permit application online.

② Application is reviewed and approved by the safety supervisor of the applicant's organization.

③ Once approved by the Fire Prevention Office of the Security Department, the application is successfully processed.

④ The applicant may download and print the hot work permit for use.

Note: In accordance with relevant regulations from higher authorities, hot work operations must be accompanied by a hot work permit, and each hot work permit is valid for one day only. Therefore, the maximum duration for an online hot work permit application may not exceed 24 hours and cannot span multiple days.

11.7 Kindergarten, Primary and Secondary Schools

11.7.1 Jiehua Kindergarten

The kindergarten affiliated with Tsinghua University was founded in 1948 and is located on the Tsinghua campus. The university places great emphasis on the work of the kindergarten and regards early childhood education as an important part of its broader educational system, which includes primary school, secondary school, and university education.

With the support of former Tsinghua President and Academician Wang Dazhong, Professor Annie Wong Leung Kit-wah from Hong Kong donated funds in 1998 to renovate and expand the kindergarten. In recognition of Professor Wong's generous donation, the kindergarten was renamed Tsinghua Jiehua Kindergarten.

In August 2019, with the support and guidance of the university and the municipal and district education commissions, the Shuangqingyuan Branch opened successfully. This marked the official launch of the integrated management model for Tsinghua early childhood education, operating as "one kindergarten with two sites." The two sites follow a "four unifications" management model: unified educational philosophy, unified teacher allocation, unified care and education standards, and unified management of personnel, finances, and materials. This model supports the balanced, sustained, and high-quality development of the kindergarten.

Tsinghua Jiehua Kindergarten is a large day-care kindergarten. It is a Beijing Municipal Model Kindergarten, a Grade A institution in the Beijing Municipal Kindergarten Quality Supervision and Evaluation system, a National Caring Childcare Employer, and a training base for cadres and teachers of the Chinese Society of Education. Tsinghua early childhood education is an important part of high-quality early childhood education in Beijing and across China.

The main kindergarten is located on the Tsinghua University campus. It covers an area of 16,000 square meters and has a total floor area of 11,000 square meters. An elegant and spacious foyer divides the kindergarten into two functionally distinct courtyard areas, combining classical and modern elements. The building houses a variety of specialized activity rooms for children and is equipped with a 360-square-meter multifunction hall featuring modern audiovisual education facilities.

The Shuangqingyuan Branch is located in the Shuangqingyuan residential community on Shuangqing Road, Haidian District. It covers an area of 4,600 square meters and has a total floor area of 3,670 square meters. It includes specialized functional rooms such as a children's reading room, a LEGO activity room, and a construction play room, providing a strong environment for children's development across multiple areas.

Together, the main campus and the Shuangqingyuan Branch have 45 teaching classes and enroll more than 1,200 children aged 2–6. They are supported by more than 240 faculty and staff members, all of whom hold professional academic qualifications and teaching credentials. Among them are 21 special-grade teachers, as well as district- and municipal-level subject leaders and key teachers.

Jiehua Kindergarten implements national education guidelines, policies, laws, and regulations. It adheres to the fundamental task of fostering virtue through education, emphasizes teacher ethics and professional conduct, and places high importance on children's health and safety. It gives equal priority to care and education and works to build and improve an integrated early childhood education system.

Guided by the spirit of Tsinghua University, the kindergarten has developed a campus culture centered on "Virtuous Early Childhood Education, Professional Talent Cultivation." Its guiding philosophy is to serve Tsinghua University and early childhood education in Beijing, meet the needs of parents and society, and support children's comprehensive and harmonious development. It also promotes the educational and management philosophy of "enabling teachers to experience educational happiness and allowing children to receive a happy education."

Jiehua Kindergarten is committed to creating a healthier, safer, more comfortable, and elegant educational environment for children. It provides high-quality meals and strengthens outdoor sports activities. It supports the coordinated development of the five education domains: moral, intellectual, physical, aesthetic, and labor education, and follows the principle of "play as the basic activity." The kindergarten promotes innovation in its kindergarten-based curriculum and supports collaborative education involving families, the kindergarten, and the community. These efforts help foster children's comprehensive and harmonious development and support a healthy, happy, and meaningful childhood.

Since 2004, the kindergarten has gradually developed a strategy focused on "revitalizing the kindergarten through Teaching-Research, and invigorating education through scientific research." Using national, municipal, and district-level research projects as platforms, it has produced eight sets of formally published educational research achievements, comprising 20 volumes. These include Research and Practice of Tsinghua Early Childhood Education Kindergarten-Based Curriculum Volumes 1 and 2, Children's Growth Portfolio in four volumes, Tsinghua Early Childhood Education Culture and Management, Tsinghua Early Childhood Education Care and Education Volumes 1 and 2, and Tsinghua Early Childhood Education Logistics Service Support. These publications present the educational practices and experience of Tsinghua early childhood educators.

Service hours: Weekdays 7:30 AM - 11:30 AM, 1:30 PM - 5:30 PM.

Contact number: 62782354.

11.7.2 Affiliated Primary School

(1) School Profile

Tsinghua University Primary School was founded in 1915 and currently has two campuses: Tsinghua Yuan and Shuangqing Yuan. Since 2011, the school has contributed to the development of Beijing's educational landscape by establishing three branch schools and two kindergartens in collaboration with Chaoyang, Changping, and Haidian Districts, forming the Tsinghua Affiliated Primary School Education Group.

Over the past century, the school has educated many distinguished alumni, including one Nobel laureate, six academicians, six Olympic and world champions, as well as generals, Mao Dun Literature Prize winners, artists, scholars, and more than 20,000 well-rounded graduates. The school has twice won first prize in the National Teaching Achievement Award and has received hundreds of other honors, including the National March 8th Red Flag Collective.

The school implements the fundamental task of "fostering virtue and nurturing talent" and follows the educational philosophy that "children stand at the center of the school." It has developed a round-the-clock "1+X Curriculum" system based on holistic thinking, steadily advancing integrated ideological and political education across primary, secondary, and higher education. The curriculum includes specialized courses in areas such as reading, sports, technology, and aesthetic education, supporting the foundational cultivation of innovative talent.

(2) Teachers

The school actively promotes and practices the spirit of educators. After years of exploration and development, it has built a teaching team that identifies strongly with the school's culture and values, possesses deep professional expertise, and demonstrates strong comprehensive educational capabilities. The team is characterized by "dedication, compassion, and refinement."

The teaching team is well structured, with a strong group of experienced core teachers and a stable workforce. It is characterized by a high level of education, a high proportion of young





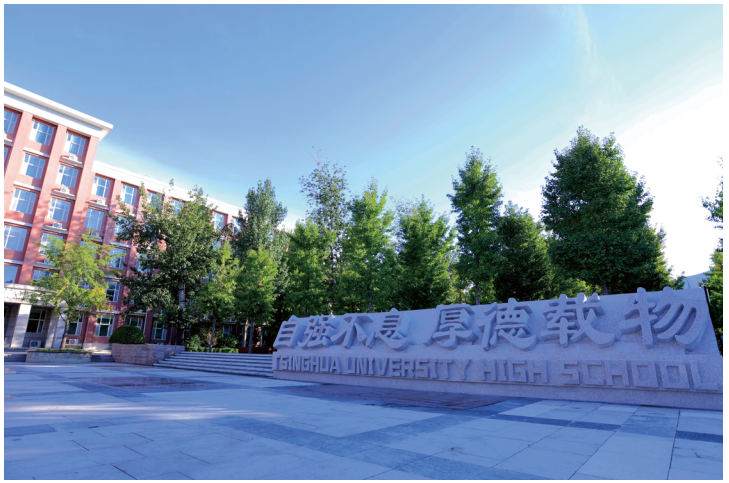
teachers, a high proportion of leading teachers, and a low turnover rate. In recent years, the quality of the teaching staff has continued to improve, producing many exemplary educators, including national role models in teaching and education, national model teachers, national advanced individuals in teacher ethics, nationally renowned special-grade teachers, Beijing outstanding teachers, Beijing teacher ethics models, Beijing subject leaders, leading teachers, and outstanding homeroom teachers honored with the "Forbidden City Cup."

(3) Student Development

Based on the five core competencies—physical and mental health, effective learning, embracing change, aesthetic appreciation, and global awareness—the school has developed a primary school student development model characterized by being "healthy, cheerful, and eager to learn." This approach aims to cultivate students with a Chinese identity and a global vision, who are ambitious, capable, and responsible members of the new era.

The school has nurtured many outstanding students who have achieved top honors in competitions, including championships in the Odyssey of the Mind (OM) competition, first prizes in the National Youth Informatics Competition, and first prizes in the national finals of the National Software and Information Technology Professional Talent Competition. More than ten students have joined national teams, national youth teams, and renowned clubs such as Beijing Guoan and Guangzhou Evergrande, achieving world championships and Olympic gold medals.

11.7.3 Affiliated High School



The Main Building and the School Motto Stone at Tsinghua University High School

Tsinghua University High School traces its origins to Chengzhi School, founded in 1915. It celebrated its 110th anniversary in autumn 2025. As a university-affiliated high school directly under the Ministry of Education and one of Beijing's first model general high schools, the school implements national education policies and upholds the fundamental mission of fostering virtue through education.

Guided by the educational ideal of "Setting a New Standard for People's Education and Creating a Model for Building a Strong Nation," the school follows the educational philosophy of "Inspiring Aspirations for the Times, Prioritizing Character Development, and Emphasizing Action-Oriented Practice." Over the years, Tsinghua University High School has achieved strong results in talent cultivation, educational reform, and social responsibility. It has received national honors including National Advanced School for Moral Education, National Experimental Base for Science Education, National School with Traditional Sports Programs, and National Advanced Logistics School for Primary and Secondary Education.

The school also contributes to the development of basic education across China. It operates more than 20 affiliated schools and participates in targeted support initiatives for educationally underdeveloped regions organized by the Organization Department of the CPC Central Committee and the Ministry of Education, providing assistance to more than ten partner schools.

The school remains committed to its founding mission of "educating students for the Party and nurturing talent for the nation." It aims to cultivate students who "grow into capable individuals for the Party and dedicate themselves to the nation." The school studies the characteristics of students at different educational stages and supports both overall development and individual needs, avoiding a one-size-fits-all approach.

The school's educational goal is to cultivate top-tier innovative talent with a sense of national and family responsibility, strong physical fitness, a rich inner world, and an international perspective. To foster a sense of national and family responsibility, the school draws on Junzi Culture to build a tiered educational curriculum system and develop age-appropriate educational objectives. To promote strong physical fitness, it implements a sports-education integration strategy and encourages students to master at least one sports skill. To support students' inner

development, the school has established a four-in-one psychological education system and provides art courses and club activities across grade levels.

The school also emphasizes innovation education. It has been recognized as a Deng Xiaoping Science and Technology Innovation Laboratory by the Central Committee of the Communist Youth League and has been designated as an S.T. Yau Youth Class, a Beijing Youth Elite Innovation Talent Training Base, and an Early-Stage AI Innovation Talent Training Academy by Haidian District. It is also a Beijing Municipal Science and Technology Demonstration School and is home to the Student Jinpeng Science and Technology Corps. The school hosts China's first Boeing-Newton Flight Academy and organized the inaugural Haidian District AI Experimental Class.

To broaden students' international horizons, the school integrates Chinese cultural foundations with international standards. It has established sister-school relationships with more than a dozen schools in Hong Kong, Macao, the United States, the United Kingdom, Germany, France, Italy, Canada, and other countries and regions, supporting regular visits and exchanges.

The school is committed to improving the quality of education through the development of a strong teaching faculty. It upholds the educational ethos of "cultivating virtue and enlightening the mind, refining oneself and nurturing others." The school has established a professional teaching team centered on senior-level and distinguished teachers, with a well-balanced structure and strong professional ethics. It has also developed a three-tier training system for young elite talents, outstanding leaders, and deeply rooted pioneers.

The school currently has 17 senior-level teachers, 40 distinguished teachers, 5 Beijing Municipal Subject Leaders, and 16 Beijing Municipal Key Teachers, as well as more than 100 Haidian District Subject Leaders and Key Teachers. Its faculty bring advanced subject knowledge and research methods into the classroom, helping to enhance students' interest in learning, fos-



The Haidian District Academy for Early Training of Artificial Intelligence Innovation Talent was officially unveiled at Tsinghua University High School





Tsinghua International School and Tsinghua University's Qiuzhen College have jointly launched the SIGMA Program to cultivate top-tier innovative talent.

ter innovation, and support all-round development.

With openness and integration as guiding principles, the school continues to develop international education. Tsinghua International School was established in 2009 to provide an education integrating Chinese and Western cultures for children of Tsinghua University professors returning from abroad. With the vision of "serving as a model for Sino-Western integrated education," the International School is dedicated to cultivating outstanding global talent rooted in Chinese culture, with independent thinking and an innovative spirit.

Since its founding, the International School has attracted students from China and abroad. Its graduates have been admitted to institutions including Tsinghua University, Harvard University, Yale University, Princeton University, Stanford University, the Massachusetts Institute of Technology, and the University of Cambridge. The International School offers a curriculum that integrates Chinese and Western educational approaches and follows a bilingual Chinese–English education model. It also offers AP courses at the high school level. It has gradually developed a distinctive educational philosophy characterized by Chinese and Western integration, international standards, Chinese roots, and Tsinghua characteristics. The school has been accredited twice by the Western Association of Schools and Colleges (WASC).

Postscript

This handbook is a revised and consolidated edition, compiled on the basis of the original *Faculty Handbook*, *Staff Handbook*, and *Faculty & Staff Campus Life Guide* developed by the Teacher Affairs Department of the CPC Tsinghua University Committee. The compilation was led by the Office of International Affairs, with the collaboration of the Teacher Affairs Department of the CPC Tsinghua University Committee, and with the participation of many units across the University.

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Due to time constraints, certain content in this handbook may need revision. Should you identify any omissions or items requiring updates, please contact the Office of International Affairs using the contact details below:

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