Application to the OJS Student Exchange Program from Jiangsu
Information for Jiangsu partner universities

1. Jiangsu partner universities nominate students to OJS
2. Partner university scans complete OJS applications and all supporting documents
   - The application and all supporting documents have to be saved as **one pdf file**
   - Application files should be named as follows

     OJS-JS_*exchange_year–Surname,Given_name–UniversityCode**

     Please do not insert any empty spaces in the filename.

     <u>Example</u>: OJS-JS_18-19–Zhang,Ming–NUAA
   - **Total size of one scanned pdf file including all documents cannot exceed 2 MB.**

*University codes:

JS University	Code	JS University	Code	JS University	Code
Changzhou University	CZU	Jiangnan University	JIA	Jiangsu University	JSU
Nanjing University of the Arts	NUA	Nanjing Normal University	NNU	Nanjing University	NJU
Nanjing University of Posts & Telecommunications	NUPT	Nanjing University of Aeronautics & Astronautics	NUAA	Nantong University	NTU
Soochow University	SOO	Yangzhou University	YZU	Xi'an Jiaotong-Liverpool University	XIA

3. Jiangsu partner university sends scanned applications **by January 31** by email to Ron Champion (rchampion@ouinternational.ca) with copy to the OJS Office at dtodd@ouinternational.ca
4. Partner university also forwards one original paper application (**no photocopies needed**) to Yang Tianyi, **by January 31:**

   > Yang Tianyi
   > Office of Students' Affairs
   > School of Intenraitonal Education
   > Nanjing University of the Arts
   > No. 74, West Beijing Road
   > 210013 Nanjing
   > Tel. +86-25-83517520

5. Yang Tianyi will send original paper applications by courier to the OJS Program Office in Toronto
6. The OJS Program Office in Toronto will forward scans only to the host institutions in Ontario when placements have been completed