**Instructions**

**Payment & reimbursement**

ⅰ.Teaching Payment: 150 dollard per hour (acdemic hour)

ⅱ.Meal allownce : 150 RMB for weekdays and 100 RMB for weekends while having courses in Shanghai.

ⅲ. Flight. We will pay for the airfare (Economy class, heading for and departing from Shanghai, China).

ⅳ. Visa Application. We will reimburse the visa application fee.

**Accomodation:**

We will arrange the accommodation in Shanghai, and pay for the expenses. The following are the hotel information:

1. All Seasons Hotel

Address: Zhang Yang Road No. 818, Pudong district, Shanghai

2. ZHONGDIAN HOTEL

Address: Nanquan Road No.1029,Pudong disttict, Shanghai

(Both of them are near our teaching spot, you are free to choose one as you like.)

**Others:**

1. We will provid a mobile phone to the professor while he/she is in Shanghai.
2. We will have a studens assistant to help the professor while he/she is in Shanghai.