Student Guide:

1 Accommodation

International Studio does not provide accommodation for students at present. Students can find suitable hotels by themselves. The following is the accommodation near Taoxichuan for reference: Taoxichuan Trade Hotel, which is located inside Taoxichuan Ceramic Art Avenue Lavande Hotel, 518 meters away from Taoxichuan City Comfort Inn, 681 meters away from Taoxichuan Crystal Hotel, 1000 meters away from Taoxichuan Hanting Hotel, 1200 meters away from Taoxichuan 7 days Inn, 1200 meters away from Taoxichuan Vision Fashion Hotel, 1600 meters away from Taoxichuan

2 Traffic

Address: Classroom 9, Taoxichuan Ceramic Academy, No.150 Xinchang West Rd, Zhushan District, Jingdezhen, Jiangxi Province

From Jingdezhenbei Railway Station to Taoxichuan: 33 minutes by bus 901 (starting station), then walk 253 meters 43 minutes by bus 903 (starting station), then walk 643 meters

From Jingdezhen Railway Station to Taoxichuan: 22 minutes by bus 33 / 38, then walk 292 meters 26 minutes by bus 901 / 3 / 907, then walk 826 meters

From Jingdezhen Luojia Airport to Taoxichuan: Tour bus 1 / 88 – Bus 3 / 901, and then walk 205 meters Tour bus 1 / 88 – Bus 907, and then walk 286 meters



3 Open time for classroom

AM 9: 00—12: 00 PM 14: 00—18: 00

4 Regulation in classroom

1. The classroom is only open for teacher and students participated in masterclass, students can use the devices and tools only if get guided by teacher, <u>outsiders are not allowed to enter the classroom without the permission of the staff.</u>

2. <u>Smoking, bringing pets and inflammables and explosives</u> are not allowed in classroom, please do not shout and playing. <u>Bringing food into classroom is also not allowed.</u>

3. In order to keep classroom 's neat, every students should clean their own workplace after class everyday.

4. Remember to turn off the equipment and power before leaving the classroom.

5. Students should make full use of time in class, if need extra time to use classroom, please ask the staff in advance.

5 Students Need-to-know:

1. During the course, it is strictly forbidden to tell the password of classroom to people who have nothing to do with the course. Please take good care of your belongings. Do not leave valuables in the studio in order to avoid loss.

2. During the course, the teacher will adjust the content and schedule of the course according to the actual situation of the class. Please understand and cooperate with teacher.

3. We will provide you with necessary materials and tools, as well as necessary kiln firing services according to the course. If you need other materials and tools, please buy them by yourself. If the firing cost exceeds the necessary range, you should bear it by yourself. (Please consult the course director in advance if you have any questions)

4. During the course, please take good care of the teaching tools provided for you. If there is any damage, you need to compensate for the corresponding expenses.

6 Storage of works

At the end of the course, for the works that students can't burn or take away, the treatment methods are as follows:

1. If students do not have time arranging final high-temperature firing or second firing/enamel firing for their works; if the firing times do not exceed the curriculum requirements, the International Studio will assist the students to complete the final firing. If the number of firing times exceeds the prescribed number, the firing fee shall be paid by students themselves.

If students need to continue to create on unfinished works, they can continue to finish the work in the classroom within 2–3 days after the end of the course if there is no other arrangement in the classroom.
If students cannot take away finished works due to special reasons, International Studio could provide the service of contacting persons to pack and send them away, but the students need to pay for the packing and sending fees.

4. For the semi-finished / finished works left in the classroom, the staff of International Studio will keep them for half a year for the students, and will deal with them after the six-month time limit.

7 Firing regulation

In the International Studio off-line Masterclass Courses, the firing atmosphere and temperature will be adjusted according to the specific course. Usually, the students will be given two free firing: bisque firing (850 $^{\circ}$ C) and high temperature firing (1320 $^{\circ}$ C), , it is collectively fired for students during the firing period.

8 Student feedback

Students can score the course by scanning the QR code below, selecting the name of the course and then evaluating it.



9 Special preference

Former students: tuition fee reduced by 200 yuan Former students bring 1 new student: 100 yuan discount for the new student Former students bring 2 or more new students: (100 yuan for each new student and 100 more yuan for former students)