

**Name** (in pinyin and Chinese):

**Gender:**

**Date of Birth:**

**Place of Birth:**

**Home Address:**

**Business Address:**

**Home Phone:**

**Work Phone:**

**Mobile Phone:**

**E-mail:**

**Education** – please list all degrees attained, beginning with the most recent

Month, Year – Month, Year	University Name
	Degree and Major
	Thesis Topic/Research Focus (for masters and phd degrees)

**Work Experience** – please list all work experience

Month, Year – Month, Year	Employer
	Location
	Position or Title
	Duties

**Awards and Group Memberships** – if any

**Publications** – please list all publications, if any

**Travel History** – please list all countries you have visited

*Example: U.S. (2002, 2003); Canada (2008, 2009)*

**Travelling With** – please include names of everyone you plan to travel with to the U.S.