

无锡职业技术学院国际学生校外住宿管理规定
Regulations on Off-Campus Accommodation of International
Students of Wuxi Institute of Technology

In order to strengthen the management of accommodation of international students in a people-oriented approach, in accordance with the guiding principles of the *Management Measures of Schools in Enrolling and Cultivating International Students* (Ministry of Education No. 42) and the actual situation of the college, the Regulation is hereby formulated.

Article 1 Application Conditions

Those who meet one of the following conditions can apply for off-campus accommodation:

- (1) International students who are not suitable for on-campus accommodation due to special diseases, and whose parents (legal guardians) agree on off-campus accommodation;
- (3) Other special reasons require off-campus accommodation.

Article 2 Application Time

- (1) On-campus students: mid-to-early June every year;
- (2) Freshmen: From late August to mid to early September every year.

Article 3 Application Procedures

- (1) International students shall fill in the *Application for Off-campus Accommodation of International Students of Wuxi Institute of Technology*; international students shall provide relevant materials for the off-campus accommodation application when meeting condition (1) and (2).
- (2) The parents of the international students should sign and confirm in the parent comments column of the *Application for Off-campus Accommodation of International Students of Wuxi Institute of Technology*, and provide identification materials (such as copies of passports and ID cards, etc.);
- (3) The School of International Education shall contact the parents to confirm and sign their opinions;
- (4) The School of International Education reviews the application and informs the relevant units of the results;
- (5) International students shall finish the procedure of checking out from the dormitory;

(6) In addition to providing paper application materials for off-campus accommodation, international students shall apply on the International Studies Service Online Platform of the college, and truthfully fill in the basic information about off-campus accommodation, which will be reviewed online by the head class teacher and the School of International Education.

(7) Registration at the police station. International students shall finish registration formalities at the local police station with their passports, rental contract and ID card of the landlord within 24 hours.

(8) Registration on change of address. International students whose address is changed must go to the college and local police station for registration procedures within 24 hours of change.

(9) Registration on temporary accommodation. When leaving the place of habitual residence and temporarily staying in other places, if it is in urban area, he or she shall file in the *Registration Form of Temporary Accommodation* for record at the public security organ of the destination within 24 hours of arrival with the passport, ID certificate of himself or herself and the host, as well as the household register of the host. If it is in rural area, he or she shall file for record at the police station or household register office of the destination within 72 hours of arrival.

(10) Registration on the change of visa. When finishing the procedures of visa extension, the student shall file for temporary accommodation registration again at the local police station within 24 hours.

Article 4 Responsibilities of International Students and Parents

(1) International students shall ensure that the reasons for application and written materials are true and valid;

(2) International students shall abide by laws and regulations of the People's Republic of China, and rules and regulations of the college, and shall regularly report the daily situation to the secondary schools in writing or orally. The schools shall record the reports of international students.

(3) Parents of international students living off-campus shall assume the legal obligation of guardianship, regularly conduct safety education and management, and regularly inform the college about the students' situation of study and daily life;

(4) International students living off-campus shall learn relevant safety knowledge, enhance safety awareness, and master self-protection skills;

(5) The responsibility for the personal safety and property safety of

international students during off-campus accommodation shall be borne by the students themselves and their parents, and the college takes no responsibility.

(6) International students living off-campus are not allowed to skip college's theoretical and practice courses and class assessments on the grounds of off-campus housing;

(7) International students living off-campus must participate in the activities of the college and class.

Article 5 The School of International Education is responsible for the interpretation of the Regulations.

Wuxi Institute of Technology