

**无锡职业技术学院国际学生公寓管理规定(修订)**  
**Regulations on the Management of International Student Dormitory**  
**of Wuxi Institute of Technology (Revised)**  
(Applicable for class 2019 and onwards)

The international student dormitory is an important place for international students to study and live on campus. In order to strengthen the management of the daily life of international students, offer quality management and service, and create a safe, harmonious and decent environment for living and learning, the Regulations are hereby formulated.

**Chapter 1 International Student Accommodation**

**Article 1** International students registered at the college shall live in the dormitory of the college.

**Article 2** International students shall pay the accommodation fee for the academic year in one lump sum and check in for accommodation at the time of registration.

**Article 3** Before moving into the dormitory, international students need to check the items in the room according to the List of Items in the International Student Dormitory provided by the management staff. The international student shall sign and confirm if the items in the room match with that on the list. Any damage or loss during use will be compensated according to the price.

**Article 4** International students shall live in the room arranged by the School of International Education, and are not allowed to change rooms without permission. Under special circumstances, international student himself or herself can submit written application for change of room within the first week of every academic year in principle. After obtaining approval from the School of International Education, the student can change the room after completing the procedure in the fourth week of the academic year.

**Article 5** International students should strictly abide by the work and rest timetable, and turn off the lights and go to bed on time.

1. International student dormitory is closed at 23:00 from Monday to Thursday and on Sunday evening;
2. International student dormitory is closed at 24:00 on Friday and Saturday night;

3. The dormitory management staff will start rounds at 22:00 every day;
4. Those who return to the dormitory later than 22:00 shall report to the management staff;
5. Returning to dormitory from 23:30 to 1:30 the next day are regarded as late return, and returning after 1:30 of the next day will be regarded as staying out all night.
6. Those who cannot return to the dormitory in time due to special reasons shall register with the dormitory management staff before entering.

**Article 6** Those who return late or stay out all night shall be dealt with in addition to writing self-criticism.

1. International student with a total of 5 times of late return to the dormitory in a semester, or 2 times of staying out all night will be given a warning;
2. International student with a total of 10 times of late return to the dormitory in a semester, or 4 times of staying out all night will be given a serious warning;
3. International student with a total of 15 late return to the dormitory in a semester, or 6 times of staying out all night, will be given a demerit penalty;
4. International student with a total of 20 late return to the dormitory in a semester, or 8 times of staying out all night, will be given the punishment of school probation;
5. International student with a total of 25 late return to the dormitory in a semester, or 10 times of staying out all night, will be expelled from college.

**Article 7** The locks and keys of the international student dormitory can only be used by the student himself or herself. No one shall make duplicate keys without permission or lend the keys to others. It is prohibited to transfer or sublease your own bed (room).

**Article 8** International students who return to their home countries during holidays, travel abroad, visit relatives and friends, must inform the dormitory management staff before leaving the campus, and return to the college on time.

**Article 9** Relatives and friends of international students who come to China to visit them shall arrange their own off-campus accommodation.

**Article 10** International students are not allowed to enter other people's rooms without permission; they are not allowed to change or occupy more furniture and equipment; they are not allowed to modify or damage public facilities in the dormitory; they are not allowed to paint or graffiti on the interior or outer walls; they are not allowed to add large furniture that takes up other people's living space without permission. In addition to returning to things as they were and make compensations accordingly, violators will be punished depending on the seriousness of the condition.

**Article 11** Smoking, drinking, gambling, drug use, stealing, fighting and other behaviors that violate Chinese laws and regulations and college rules and regulations are strictly prohibited in the international student dormitory; inflammable, explosive, toxic, radioactive and obscene items are prohibited from being taken into the dormitory; sales, pyramid schemes and other business activities are prohibited in the dormitory; Lighting fire or incineration of items in the dormitory is prohibited.

## **Chapter 2 Water and Electricity Usage for International Students**

**Article 12** The international student dormitory provides 30kWh of free electricity per person per month for international students. The excess part shall be paid by the students at their own expense. The electricity fee will be charged according to the standard of Wuxi Power Supply Company (0.52 yuan per kilowatt hour currently). The international student dormitory provides 4 tons of free tap water per person per month for international students. If the water exceeds the quota, the college will charge corresponding fees with the dormitory room as a unit. The water rate will be charged according to the standard of Wuxi Water Supply Company (4.45 yuan per ton currently).

**Article 13** The international student dormitory has set up a water and electricity metering and payment system, which adopts the method of deduction after prepayment. If the prepaid amount runs out, the system will automatically cut off water and electricity.

**Article 14** It is strictly forbidden to use high-power electrical appliances that are prohibited by the college in the room. Once found, the electrical appliances used will be confiscated and punishment will be given according to relevant regulations.

**Article 15** When the electrical appliances or circuits in the room are faulty, they must be reported to the dormitory management staff, and the maintenance personnel of the logistics management department will carry out maintenance. It is strictly forbidden to disassemble or repair by the students themselves.

**Article 16** When there is no one in the room, all electrical appliances must be disconnected to avoid fire.

**Article 17** If a fire or other accident is caused due to violation of the above-mentioned regulations, the responsible person shall bear the corresponding responsibility and compensate for all losses. Those with serious consequences will be subject to disciplinary punishment and even criminal responsibility.

### **Chapter 3 Guest Visits of International Students**

**Article 18** Visitors must present their ID cards, student ID cards or other valid certificates for meeting with international students in the dormitory. The following procedures and provisions shall be observed:

1. Visitors shall take the initiative to communicate with the management staff, and fill in the visitor information carefully after gaining consent from the international student himself or herself. The visitor shall exchange his or her own ID for the reception form before meeting in the meeting room on the first floor of the international student dormitory. After the visit, the international student to be visited should sign the guest form and indicate the time when the visitor leaves. Without valid documents, the management staff has the right to decline the request for entering into the international student dormitory.
2. Students cannot meet guests in the apartment during class time.
3. Meeting time: Monday to Thursday, Sunday: 9:00-21:30;  
Friday, Saturday, and holidays: 9:00-22:00
4. Guest visits are in the reception room only.

### **Chapter 4 Others**

**Article 19** Comply with Chinese laws and regulations and college rules and regulations, and develop civilized habits. Keep the inside and outside of the dormitory building clean and beautiful, all daily utensils should be clean and in order, and items should not be placed in disorder. If there are personal items in public places, the management staff can deal with them as unowned items. Bicycles are not allowed in the dormitory. Keep the bathroom clean and hygienic. Do not smoke in public places. Do not

throw anything out of the building. Garbage should be dumped in designated places. No pets are allowed in the dormitory.

**Article 20** Students should consciously keep the international student dormitory quiet, and are not allowed to engage in activities that affect others' study and rest in the building, such as dancing, making loud noises, drinking alcohol, playing loud music, holding parties, etc. Incidents and conflicts arising from these are at your own risk.

**Article 21** If a party is to be held for legitimate reasons such as major festivals, it must be reported to the School of International Education and the Security Office, and it will be held in a designated place with the approval of the relevant departments. International students participating in the activity should ensure safety and maintain order on site. Generally, the activity shall end before 23:00.

**Article 22** Students who use internet connection of the international student dormitory must abide by the relevant management regulations of the college network center. Users shall not use the Internet to engage in illegal and criminal activities that endanger China's national security and reveal China's state secrets, and shall not produce, view, copy and disseminate information that impede social security and social morality and obscene and pornographic information.

**Article 23** The college respects the freedom of religious belief of international students. Students must participate in religious activities in places recognized by the religious affairs department of the Chinese government, and are not allowed to conduct any religious activities in the dormitory.

**Article 24** When leaving the college or moving to other residences after graduation (course-completion), they shall move out of the dormitory properly and within the specified time. Damage to the items in the room shall be compensated according to the price.

**Article 25** If an international student fails to report to the school and leaves the school without authorization for more than one month, the school has the right to clean up his room and bed, and keep his personal belongings for one month.

**Article 26** International students shall cooperate and participate in the sanitation and safety inspections in the dormitory organized by the college.

**Article 27** The performance of international students in the dormitory is associated with the evaluation and review of scholarship for foreign students.

**Article 28** The above-mentioned management regulations shall be followed carefully. Those who violate the regulations will be punished according to the seriousness of the circumstances. If the violation causes severely adverse impact, the School of International Education will report it to the college's relevant departments for handling.

**Article 29** The School of International Education is responsible for the interpretation of the Regulation.