

# 南京邮电大学海外教育学院外国留学生校外住宿申请表

## NANJING UNIVERSITY OF POSTS AND TELECOMMUNICATIONS, SCHOOL OF OVERSEAS EDUCATION APPLICATION FOR INTERNATIONAL STUDENTS' OFF-CAMPUS ACCOMMODATION

姓名 Name	(in English) _____ ( Family name First name Middle name)			(in Chinese) _____
性别 Sex	出生日期 Birthdate	_____年____月____日 year month date	国籍 Nationality	
护照号码 Passport No.		居留许可 / 有效期 Expiration Date of Residence Permit	_____年____月____日 year month date	
学生类别 (Categories of students)	博士研究生 (Doctoral candidate) <input type="checkbox"/> 硕士研究生 (Master ' s candidate) <input type="checkbox"/> 本科生 (Undergraduate) <input type="checkbox"/> 语言生 (Language student) <input type="checkbox"/> 长期进修生 ( General advanced student ) <input type="checkbox"/> 短期进修生 (Short-term cultural tour student) <input type="checkbox"/>			
学习专业 Specialty of Study				
学号 Student ID No.		所在班级 Class No.		
手机号码 Mobile Phone No.		电子信箱 E-mail Address		
计划学习时间 Planned Duration of Study	从 _____年____月____日至____年____月____日 (year) (month) (date) (to) (year) (month) (date)			
计划校外住宿时间 Planned Duration of Off-campus Accommodation	从 _____年____月____日至____年____月____日 (from) (year) (month) (date) (to) (year) (month) (date)			
申请校外住宿地址 / 电话号码 Address/Phone No. of Off-campus Accommodation Place Applied for				
房东姓名 Name of Landlord	房东电话 Phone No. of Landlord	房东身份证号码 Personal ID No. of Landlord		
		房东电子信箱 E-mail of Landlord		
申请校外住宿的事由 Reason to apply off-campus accommodation				
Master & PhD 导师确认签字* Supervisor's signature:	* 学校建议管院、通院研究生住宿于三牌楼周边。请导师根据学生平时表现、科研情况决定是否同意该生住宿于申请地点。			

**\*“For postgraduates from Telecommunication School and Management School they are highly recommended to live near Sanpailou Campus. If they cannot live near Sanpailou they have to obtain consent from their supervisor before they come to school office applying for approval.”**

I hereby affirm that:    (1) All information above is true and correct;  
 (2) I shall abide by the laws and the regulations of the Chinese Government.  
 (3) I ' register it to local police office within 24 hrs after changing a new address.

申请人签字：  
Applicant's signature -----

日期：\_\_\_\_\_年\_\_\_\_月\_\_\_\_日  
Date: year month date

学院意见：  
School's opinion -----

日期：\_\_\_\_\_年\_\_\_\_月\_\_\_\_日  
Date: year month date

## REGULATIONS ON NJUPT INTERNATIONAL STUDENTS' OFF-CAMPUS ACCOMMODATION

According to Immigration regulations and requirements of related functional departments concerning foreigners' accommodation management, School of Overseas Education of NJUPT now decide to implement verification and registration regime for international students who apply for off-campus living.

### I. Qualifications

International students currently in school who satisfies any of the following requirements can apply for living outside the NJUPT campus with supporting proof documents:

1. Both husband and wife are currently staying in Nanjing.
2. Have lived in Nanjing over half a year or any other city in China for at least one year on the date applying for living off-campus.
3. Have studied in NJUPT for at least one year with good academic performances (for undergraduates accumulated GPA should exceed 2.8; for graduates the average of accumulated scores should exceed 80 points; calculate using grades from the former academic year), and with attendance rates exceeding 80% (calculate using attendance rates from the former academic year) ; furthermore applicants should have no record of warning or punishment.

### II. Registration in the School of Overseas Education

1. International students who apply for off-campus living must come to advisors' office to register with following materials ;

The lease agreement

(Master students need to go to your supervisor for approval before you sign a contract with the landlord.)

Copy of house-owner' s identity card (from house-owner)

Application Form of Applying for Living Off Campus for International Students from School of Overseas Education in NJUPT (from advisors' office)

2. After finishing the registration, school will help international students update accommodation information and provide students certificates of off-campus living as well as waving their accommodation fees.
3. For registration, every time international students can apply for a one-year (academic year) off-campus accommodation. For every new academic year, international students should fill the application form, and school will check the qualifications for application again.

### III. Registration in police stations

If international students have changed the address of residence, they are supposed to bring their passports, lease agreements and ID card (copy) of the landlords to check in for registration in the police stations where their lodgings belong to within 24 hours. The police stations then will write a receipt to the overseas personnel.

### IV. Management of living off campus

For international students who are living off campus, they ought to promise the attendance to lectures and the campus as prescribed. At the same time, they should allow the police staff and NJUPT to executive security check occasionally.

As for the attendance to campus, students who live outside must observe the rules of registration, i.e., go to AYI for registration at the International Students Apartment at least once per week.

The checking results will then be calculated as dormitory scores in scholarship evaluation.

P.S. While off-campus living, students must abide by the law of the People' s Republic of China and the regulations of NJUPT; Students are to bear all responsibilities for their own behavior, personal safety as well as property safety.

申请人签字 :

Applicant's signature -----