

Jiangsu Vocational College of Electronics and Information

Regulations on the Management of International Students'

Apartments

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(Trial)

(Translated by: Qiu Lu)

Chapter I General Provisions

Article 1. in order to thoroughly implement the spirit of some opinions on Further Strengthening the management of student apartments in Colleges and universities issued by the Ministry of education and the measures for the management of student apartments of our university, further strengthen the management of international students' apartments, improve the management service level, and optimize the living environment of students, these Regulations are formulated in combination with the actual situation of the University.

Article 2. the apartment for international students shall be under the unified management and responsibility of the Institute of international education. Other units and individuals are not allowed to arbitrarily occupy or adjust the apartment for other purposes.

Article 3. the school shall arrange accommodation according to the nationality, belief and source type of international students. International students staying in apartments should obey the management of the University.

Chapter II Apartment Accommodation Management

Article 4. all international students registered in the university must live in the apartment of our university.

Article 5. the international students who live in the apartment of the University shall pay the accommodation fee on time. Students pay for their accommodation before the beginning of each academic year.

Article 6. the Institute of international education shall arrange accommodation for international students. International students are not allowed to adjust their rooms and beds at will. They are not allowed to sublet or lend their dormitories to anyone else.

Article 7. when staying in the apartment, international students must sign the "apartment safety responsibility" and check and register the indoor public goods one by one.

Article 8. students should check attendance at night from 20:30 to 22:30 every day. If they return to their dormitories after 22:30 of the same day, they will be treated as late returning. Other students who have no attendance for no reason will be treated as staying at night. In special circumstances, they need to go through the leave procedures in advance.

Article 9. it is forbidden to make loud noise, fight and drink in the building; the volume of sound equipment should not be too loud (subject to the sound of this room can not be heard in other rooms), and do not affect other people's study and rest; students are not allowed to stay in opposite sex dormitories at night, so as not to affect other people's rest; it is forbidden to sleep with opposite sex.

Article 10. when there are vacant beds in the apartment, the students in the room shall not invite others or others to live in the room without authorization. The Institute of international education shall arrange the accommodation of students at its discretion. If single person accommodation is required due to special reasons, a written application shall be submitted in advance. If the apartment conditions permit, the relevant department of the University shall examine and approve and pay the corresponding accommodation fee before moving in.

Article 11. when international students graduate, transfer, drop out or be expelled, the school will no longer provide accommodation. The students should go through the check-out procedures within the specified time. If they do not return within the time limit, the school has the right to handle the items left in the room.

Article 12. in order to save water and electricity, international students should keep the lights off when they are walking, and do not keep the lights on forever; turn off the faucet without permission, and forbid running water for a long time. The school provides 200 kilowatts of electricity free of charge in each dormitory and semester, and the excess part will be purchased by itself.

Article 13. bicycles, electric vehicles, motorcycles and other means of transportation should be stored in designated places. Parking vehicles in dormitory buildings, evacuation

passageways and apartment buildings are strictly prohibited

Chapter III Reception Management

Article 14. In order to ensure the normal life and study of international students, the reception time of international students 'apartment is from 9:00 to 22:30, visitors should leave within the specified time.

Article 15. When visiting foreign students, visitors must show their valid ID cards, fill in the registration form of visiting visitors seriously after checking by the apartment administrator, and leave the certificates in the dormitory management office for the time being before entering the dormitory. When visitors enter the room, they must be picked up by the interviewee at the Lodging Management Office. After the reception, the visitors should take back their certificates in time. Those who don't bring valid documents or refuse to show them are not allowed to enter the apartment.

Article 16. No visitor is allowed to stay in the apartment of international students. If you stay with others without permission, it is illegal to stay and will be punished as a disciplinary offence.

Chapter IV Health Administration

Article 17. International students should clean their rooms every day. The floor should be clean and the beds and all kinds of articles should be placed in order. They should be thoroughly cleaned every week to make sure that the windows and doors are clean, the rooms are free from spider webs, the articles are free from dust, and the desktop is free from dust. Take care of cleaning equipment.

Article 18. Garbage must be put to the designated garbage dump outside the apartment building.

Article 19. International students are not allowed to do the following things in their apartments

- (1) It is not allowed to spit or throw foreign matters around.
- (2) It is not allowed to throw garbage into public places such as public kitchens and toilets, pour leftover food into pools, and splash water into corridors.

- (3) It is not allowed to burn letters and other articles in apartment buildings.
- (4) Do not plug foreign matters into toilets or sewers.
- (5) It is not allowed to dry clothes, shoes and socks or stack utensils in corridors and public places.
- (6) No pets are allowed in the apartment.
- (7) It is not allowed to scribble or nail on doors, windows and walls.

Chapter V Facilities Management

Article 20. It is strictly forbidden to damage public facilities, and indoor public goods should be kept well.

Article 21. It is strictly forbidden to move the allotted furniture out of the room for any reason. Personal furniture can only be moved into the room after obtaining permission.

Article 22. If the furniture is damaged normally, please report for repair in time. Do not repair it by yourself or discard it. Otherwise, you will be responsible for the consequences. Those who maliciously damage furniture and articles shall be compensated according to relevant regulations. The person in charge shall be responsible for the furniture damaged or lost artificially. If the responsibility is not clear, all members of the room shall bear the responsibility together.

Article 23. The bath facilities in the room, the public kitchen and the laundry room in the building are all provided for the accommodation personnel in the apartment, and it is forbidden to bring in outsiders.

Article 24. If the lamps, furniture, doors and windows, electrical appliances and other equipment in student dormitories are of natural wear and tear, the accommodation personnel shall report to the dormitory administrator for repair.

Chapter VI Management of the Use of Public Kitchens

Article 25. The induction cooker in the kitchen are public goods, and no one is allowed to damage it or move it out of the kitchen.

Article 26. when using the induction cooker, the operating procedures must be strictly

observed, and the power supply must be unplugged immediately after use. In case of failure, report to the apartment administrator in time.

Article 27. every student must consciously keep the kitchen clean. It is not allowed to throw or pour leftovers into the pool. When you leave, you should take out your belongings. You are not allowed to put your pots and bowls in the kitchen for a long time, which will affect the use of other students.

Article 28. public kitchens shall be managed by specially assigned persons. The opening hours are 7:00-22:00 every day, and the public kitchen will be closed at other times. During the closing period, students are not allowed to open the door without permission.

Chapter VII Safety Management

Article 29. It is strictly forbidden to store and use unconventional electrical appliances, inflammable, explosive, highly toxic or radioactive dangerous goods, such as alcohol, alcohol stove, electric mattress, electric furnace, gas stove, etc. It is not allowed to use electricity illegally, connect wires without permission, and use "three no" wiring board in the apartment. When leaving the dormitory, check and turn off all power in the room. Otherwise, all consequences arising therefrom shall be borne by the students themselves.

Article 30. It is strictly forbidden to place chargers on bedding and other inflammable articles for charging, and there should be someone to guard when charging.

Article 31. Smoking and drinking are strictly prohibited in the apartment.

Article 32. It is strictly forbidden to burn paper and sundries, set off firecrackers and play with kindling in apartments.

Article 33. It is strictly forbidden to jump out of the window to take and put things, go to the balcony on the roof, and enter other people's rooms when there is no one.

Article 34. Smuggling, prostitution, gambling, drug abuse and other illegal and criminal acts shall be strictly prohibited.

Article 35. It is strictly forbidden to use fire fighting equipment at will.

Article 36. Do not store valuables and large amount of cash in the room, or you will be responsible for the loss.

Article 37. Close windows and lock doors before going out and going to bed. The room

key should be kept properly. If it is lost, it should be reported to the apartment administrator and a new key should be provided at his own expense.

Article 38. In case of theft, fire and other emergencies, it is necessary to report to the apartment management personnel and the management personnel of overseas students, and call "110", "119" and "120" respectively when necessary.

Chapter VIII Supplementary Provisions

Article 39. The international students staying in the apartment shall abide by the regulations and supervise each other. In case of violation, the teacher, administrator or student of the school shall have the right to correct his / her behavior and report to the Institute of International Education in a timely manner. In case of any security risk incident, it shall be reported to the Security Department of the University at the same time. For those who disobey the management, make trouble without reason, and the circumstances are serious, the school will give a notice of criticism, warning punishment, and even be expelled from school.

Article 40. For the matters not covered in the regulations on apartment safety management, goods management, health management and civilized standards, the school's "management measures for student apartments" shall be implemented.

Article 41. These Provisions shall come into force as of the date of promulgation.

Article 42. The interpretation of these Provisions shall be vested in the Institute of international education.