



# 住宿 Accommodation

## 南京大学国际学生宿舍管理规定

Regulations on the Management of Dormitories for  
International Students of Nanjing University

- 根据国家留学生管理规定，为使您在学习期间生活的安全、方便，请关注以下住宿规定：
- According to the regulations of the international student management, in order to make your life safe and convenient during your studies, please pay attention to the following accommodation regulations:

### 3 3.1 入住费用 Accommodation Fee

- 3.1.1 公费学生（含CSC学生，中文教师奖学金学生）房费由奖学金支付，奖学金博士研究生单间，其他奖学金生双人间；自费学生自行支付房费。
- Free accommodation for CSC students and Chinese teacher scholarship students, whose accommodation is paid by scholarships. Single rooms are assigned to scholarship Phd students . Double rooms are assigned to the other scholarship students. Self-funded students pay by yourselves.
- 3.1.2 入住时请交纳南京大学留学生公寓物品押金600元人民币和钥匙押金50元人民币（包括各类奖学金学生，均需要交纳物品押金和钥匙押金）。请您仔细核对押金单上所列物品的种类及数量，并妥善使用及保管，退房时一并交还，交还时600元物品押金和50元钥匙押金如数退还，如有物品损坏丢失，需照价赔偿。押金单请妥善保存，如有丢失，押金不退还。
- Please pay a deposit of 600 RMB and a key deposit of 50 RMB for the items in the Nanjing University International Student Apartment at the time of check-in (including all kinds of scholarship students, all of which need to pay the item deposit and the key deposit). Please carefully check the types and quantities of items listed on the deposit slip, and properly use and keep, return them at check-out, return the 600 yuan item deposit and 50 yuan key deposit when returning, if there is damage to the items, you need to compensate according to the price. Please keep the deposit slip properly, if lost, the deposit will not be refunded.
- 3.1.3 留学生公寓的房间提供给居住时间在一个学期以上的长期居住的学生。
- Rooms in the International Student Apartment are available to students who stay for more than one semester.

- **3.1.4 仙林留学生公寓按学期收费；学期中、假期内不安排境内学生入住；**毕业生请在规定时间内离校，因特殊原因无法按时离校的，在院系书面批准后按天缴纳费用（如果提前退宿不退还预缴费用）。学生因休学、退学原因提前退宿，可以退还部分已预缴房费（当月剩余天数的房费不退还），**其他原因不可以办理提前退宿。**
- Xianlin International Student Apartment is charged on a semester-by-semester basis. **During the semester and the holidays, domestic students will not be accommodated.** Graduates are requested to leave the school within the specified time, and if you are unable to leave the school on time due to special reason, please pay the fee on a daily basis after the written approval of the department (The prepayment fee will not refunded). Students who withdraw early due to suspension or withdrawal can refund part of the prepaid room rate (the room rate for the remaining days of the month is not refundable). **Early check-out are not permitted for the other reasons.**
- **3.1.5 鼓楼西苑留学生公寓按天收费：需一次性付清房费（如果你在规定期限之前退房，将在你一次性付清的房费中扣除1000元作为违约金，且不退当月剩余房费）。**
- Gulou Xiyuan International Student Apartment is charged on a daily basis. One-time payment is required (if you check out in advance, 1,000 yuan will be deducted from the one-time room rate you paid as a penalty, and the remaining room rate of the month will not be refunded).

## 3 3.2 日常管理规定 Daily Management Regulations

- 3.2.1 如果您是两人合住一间，中途不得换房；如其中一人中途退房，我们将在短期内将您调整到其他房间合住或者安排新的室友。
- If you are sharing a room with a roommate, you cannot change rooms in the middle of the way. If one of you checks out, we will transfer you to another room or arrange a new roommate in a short period of time.
- 3.2.2 请妥善保管好您的房卡，所住房间不得私自调换、转让、转租或借给他人。留学生会客（疫情防控期间，会客暂停）时间为每天8:00—23:00，访客需在总台或管理室处登记方可进入公寓，**不得留宿**。如有违反，第一次警告，第二次留学生公寓将收回房间。情节严重者，南京大学将直接收回房间，并不再提供任何住宿。
- Please keep your room card safe and do not exchange, transfer, sublease or lend your room to others. The meeting time for international students (during the epidemic prevention and control period, the meeting is suspended) is from 8:00 to 23:00 every day, and visitors need to register at the main desk or management office to enter the apartment, and are **not allowed to stay overnight**. In case of violation, you will be warned the first time. For the second time the international student apartment will take back the room. In the case of serious circumstances, Nanjing University will directly take back the room and will no longer provide any accommodation.
- 3.2.3 严禁擅自动用及损坏楼内公共、消防设施。
- Unauthorized use and damage to public and fire fighting facilities in the building are strictly prohibited.
- 3.2.4 **严禁在公共区域（如：房间门口、楼层走道、楼梯口、学生厨房等）摆放私人物品及张贴宣传品，否则视作垃圾处置。**
- It is strictly forbidden to place personal belongings and post promotional materials in public areas (such as room doors, floor walkways, stairwells, student kitchens, etc.), otherwise it is regarded as garbage disposal.

### 3 3.2 日常管理规定 Daily Management Regulations

- 3.2.5 严禁向窗外抛掷物品、在窗外悬挂衣服、摆放花盆等。
- It is strictly forbidden to throw objects outside the window, hang clothes outside the window, place flower pots, etc.
- 3.2.6 严禁将杂物扔进卫生间的座便器及地漏内。
- It is strictly forbidden to throw debris into the toilet and floor drain in the bathroom.
- 3.2.7 严禁在房间内进行装修及在墙壁上乱涂乱画、钉钉子，乱接绳索进行晾晒（特别严禁在消防水喷淋头上系绳索晾晒衣物等）。
- It is strictly forbidden to decorate the room and scribble on the walls, nail nails, and connect ropes for drying (it is especially strictly forbidden to tie ropes on the fire sprinkler head to dry clothes, etc.).
- 3.2.8 严禁在房间内进行宗教活动，有特殊情况请去宗教场所。
- Religious activities in the room are strictly prohibited, and if there are special circumstances, please go to religious sites.
- 3.2.9 公寓内不允许饲养动物。
- Pets are not allowed in the dorm.
- 3.2.10 留学生如需举办聚会、晚会，请先到海外教育学院申请批准。
- If international students need to hold parties or evenings, please go to the Institute for International Students to apply for approval.

## 3 3.3 安全管理规定 Safety Management Regulations

- 3.3.1 允许学生公寓的相关工作人员进行公寓室内检查及维修、保养工作。  
• The relevant staff of the student apartment are allowed to carry out the inspection of the apartment room and repair and maintenance work.
- 3.3.2 应接受有关部门的安全检查，并对查出的安全隐患及时进行整改，服从安全管理。  
• The safety inspection of the relevant departments should be accepted, promptly rectify the hidden dangers found out, and obey the safety management.
- 3.3.3 房间内禁止烧煮食物，禁止私拉、乱接电线。一经发现，将没收相关电器代为保管，待离校时归还。如造成室内设施污损或毁坏，必须照价赔偿。情节严重者，直接收回房间。  
• Cooking food is prohibited in the room, and it is forbidden to pull or connect wires randomly. Once discovered, the confiscated electrical appliances will be kept on their behalf and returned when they leave the school. If the indoor facilities are defaced or destroyed, compensation must be paid according to the price. In case of serious circumstances, the room will be taken back directly.
- 3.3.4 严禁在房间内使用功率>1000瓦、“三无”（无中文标识，无厂名，无厂址）、自制的用电设备及其他有安全隐患的电器（如：油酊、取暖器、电冰箱、电饭煲、电磁炉、电饼铛、电烧锅、电烤箱、电火锅、电热毯、电卷发棒等）。  
• It is strictly forbidden to use electrical equipment whose power is over 1000 watts, "three noes" (no Chinese logo, no factory name, no factory address), self-made electrical equipment and other electrical appliances with potential safety hazards (such as: tinctures, heaters, refrigerators, rice cookers, induction cookers, electric cake bells, electric pots, electric ovens, electric hot pots, electric blankets, electric curling sticks, etc.) in the room.

- 3.3.5 严禁将电动自行车电池带入房间内充电。
- It is strictly forbidden to bring the e-bike battery into the room for charging.
- 3.3.6 严禁将使用中的电器（如：台灯、接线板、充电器等）放在被褥、蚊帐或纸箱等易燃物品上，以免发生火灾。
- It is strictly forbidden to put electrical appliances in use (such as desk lamps, terminal blocks, chargers, etc.) on flammable items such as bedding, mosquito nets or cartons to avoid fire.
- 3.3.7 严禁在房间内吸烟、使用明火（如使用酒精炉、点蜡烛、烧香、燃烧废纸杂物等）。
- Smoking and using an open flame in the room (such as using an alcohol stove, lighting candles, burning incense, burning waste paper and debris, etc.) are strictly prohibited.
- 3.3.8 严禁在宿舍内使用和存放易燃、易爆、腐蚀、有毒、放射性的物品。
- It is strictly forbidden to use and store flammable, explosive, corrosive, toxic and radioactive items in the dormitory.
- 3.3.9 以上用电、防火、防盗、公共卫生以及安全规定，请全体留学生严格遵守，如有违反或引发事故，全部损失由肇事者赔偿，并依法追究其相应的法律责任。
- Please strictly abide the above electricity, fire, anti-theft, public health and safety regulations. If there is a violation or accident, all losses will be compensated by the perpetrator. The corresponding legal responsibilities will be investigated according to law.

- 3.4.1 请注意自己签证的有效期限。
- Please pay attention to the validity period of your visa.
- 3.4.2 贵重物品请您放置在安全地点妥善保管。
- Please keep your valuables in a safe place.
- 3.4.3 为保证您和他人的休息，请不要在房内和公共区域大声喧哗。播放音响时，音量不要过高。
- To avoid disturbing others, please do not make loud noises in the rooms and public areas. When playing the stereo, do not oversell the volume.