

# TSING HUA



HANDBOOK  
FOR  
INTERNATIONAL  
STUDENTS

国际学生  
手册

## 国际学生学者中心

INTERNATIONAL STUDENTS &  
SCHOLARS CENTER

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国际学生学者中心  
International Students & Scholars Center  
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# 声 明

本手册是根据《清华大学本科学籍管理规定》、《清华大学研究生学籍管理规定》及《清华大学研究生学籍管理实施细则》、《清华大学学生纪律处分管理规定》、《清华大学学生纪律处分管理规定实施细则》、《清华大学校园治安秩序管理规定》、《学校招收和培养国际学生管理办法》和《中华人民共和国出境入境管理法》等学校及中国相关法律法规制定的《国际学生手册》，详细的法律规定和学校管理制度请参阅并遵守以上法律法规中的内容。

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# 第一章

## 国际学生学籍管理

国际本科生的学籍管理规定请参照《清华大学本科生学籍管理规定》实施。

国际研究生的学籍管理规定请参照《清华大学研究生学籍管理规定》及《清华大学研究生学籍管理实施细则》实施。

国际学生非学历生学习管理规定请参照《国际学生交换生 / 访学生学习及教学管理规定》和《国际汉语进修生学习纪律管理规定（试行）》。

## 第二章

# 国际学生管理有关手续

### 一. 入学、注册

国际学生新生入学应持本人有效护照、《外国留学人员来华签证申请表》(JW201 或 JW202 表)、《录取通知书》和《外国人体格检查表》在规定的期限内到校报到注册。因故不能按期入学者,应当事先向学校请假并提交有关证明。请假时间不得超过两周。未请假或者请假逾期不报到者,除因不可抗力等正当事由以外,视为放弃入学资格。

国际学生新生到校后,应填写《清华大学国际学生入学登记表》,交验护照,同时交两张二寸免冠正面标准照片(白色背景)。

国际学生新生在国际学生学者中心报到后,应当按照报到日程,办理规定的有关手续并参加新生迎新活动。

不符合中国政府规定的健康标准的国际学生应于一个月内回国,旅费自理。

已经在我校学习一个学期及以上的国际学生应于下学期开学前在规定的时间内到注册中心办理 IC 卡注册,未按学校规定交纳学费者,不予注册。

### 二. 选课

本科生应在所属院系(或导师)指导下自主安排好学习进程,依据培养方案和教学计划进行选课,须满足培养方案对各类课程学分的基本要求。



研究生应根据专业培养方案制订个人培养计划，并在个人培养计划范围内进行选课。研究生个人培养计划原则上不得改动。

### 三 . 毕业、结业和离校

国际学生毕业、结业离校应办理离校手续，学位生到所属院系咨询办理离校手续流程。汉语进修生到对外汉语文化教学中心办理结业证书和成绩单。

### 四 . 证件与证明

#### 校园一卡通学生卡

校园一卡通学生卡(在校内一般称 IC 卡) 是本校学生的身份证件, 仅限本人使用, 学生应妥善保管。此卡由学校注册中心办理, 如遗失者, 应及时到注册中心办理挂失、补办手续。

#### 图书证

本科生、研究生、专业进修生和汉语进修生凭 IC 卡可在图书馆借阅图书。借书者应爱护图书、不得涂划、污损、毁坏或遗失, 否则须按图书馆有关规定进行赔偿。

#### 在学证明

在校国际学生在以下办公室开具在学证明：

1. 学位生：注册中心
2. 非学位生：教务处非学位教育办公室（李兆基大楼 B431-1）。

# 第三章

## 国际学生在华停留居留业务

### 外国人停留居留证件

#### 护照

护照是外国人在华停留的唯一合法身份证件。国际学生需持普通护照来华留学。

国际学生须随身携带护照，妥善保管，随时接受警方查验。护照不得私自涂改、污损、加盖印章。将本人护照转借或出卖给他人使用是严重的违法行为。

#### 签证

国际学生来华学习须持普通护照及学习（X1）签证或（X2）签证入境。

X2 签证有效期以签证注明为准；X1 签证有效期为入境后 30 日。签证过期即构成非法居留。

若学生持其他类型签证入境，可能无法转为学生签证或者学习类居留许可，也无法正常在校学习，学生本人承担因此而导致的全部后果。

#### 居留许可

持有 X1 签证的学生需在入境 30 日内申请学习类居留许可，逾期未办理则构成非法居留。

持有 X2 签证的学生无需申请居留许可。

## 住宿登记

国际学生在酒店、宾馆、涉外公寓、校内公寓等单位或者机构入住时，在接待单位处取得《临时住宿登记表》。

国际学生在中国居民家中、驻华外国机构、在中国的外国人家中住宿，需在 24 小时内到居住地的公安派出所进行登记，取得《临时住宿登记表》。

国际学生变动地址、更换护照、更换签证或者居留许可、出境后再入境，或住宿登记到期时，应当及时进行重新登记。国际学生未及时登记或未及时重新登记，即构成非法居留。

## 国际学生申请办理签证和居留许可业务

国际学生申请办理各项签证和居留许可业务，须首先由国际学生学者中心批准，并通过商联国际签证服务处（紫荆公寓 22 号楼 100 房间）提交电子申请，经北京市公安局出入境管理局审核通过后办理。国际学生也可自愿选择付费由商联国际签证服务处代办。

### 申请居留许可

持学习(X1)签证的国际学生应于入境起 30 天内申请居留许可手续，逾期不办者，责任自负，罚款自理。所需文件为：

- 本人有效护照
- 北京国际旅行卫生保健中心开具的《健康合格证》
- 国际学生学者中心开具的《清华大学国际学生办理签证通知单》
- 清华大学《录取通知书》和《外国留学人员来华签证申请表》(JW201 或 JW202 表)
- 一张 2 寸 (护照规格) 的正面免冠照片 (背景为白色)
- 《北京市出入境证件数字相片采集回执》
- 《临时住宿登记表》复印件

办理完居留许可手续后，须持护照到居住地公安派出所或所住涉外公寓重新办理《临时住宿登记表》。

## 申请签证与居留许可延期

国际学生须注意自己的居留许可或签证有效期。国际学生因签证或居留许可过期导致非法居留是违法行为，应当受到处罚。

X2 签证即将到期的国际学生，需要延长停留期限的，须至少在有效期满 2 周到国际学生学者中心申请延期；居留许可即将到期的国际学生，需要延长居留期限的，须至少在有效期满 30 天前到国际学生学者中心申请延期。

申请居留许可延期所需文件为：

- 本人有效护照
- 国际学生学者中心开具的《清华大学国际学生办理签证通知单》
- 一张 2 寸（护照规格）的正面免冠照片（背景为白色）
- 《北京市出入境证件数字相片采集回执》
- 《临时住宿登记表》复印件

申请 X2 签证延期者，除上述文件外，还须提供：

- 清华大学《录取通知书》和《外国留学人员来华签证申请表》（JW201 或 JW202）

居留许可或签证延长之后，国际学生本人须持护照到居住地公安派出所或所住涉外公寓更新《临时住宿登记表》。

## 护照丢失补办

1. 立即向丢失地公安派出所报案，取得报案证明。
2. 凭上述文件向北京市公安局分局出入境管理局办理护照报失手续，申领护照丢失证明。
3. 国际学生从领取护照丢失证明之日起 30 日内凭护照丢失证明到所在国驻华大使馆申请新护照。
4. 携带新护照及护照丢失证明重新办理《临时住宿登记表》，并到国际学生学者中心办理新的居留许可。
5. 新的居留许可办理后，国际学生本人持护照到居住地公安派出所或所住涉外公寓更新《临时住宿登记表》。国际学生在中国境内丢失补办护照而未在规定时间内办理新的居留许可的，构成非法居留。

## 护照换发

国际学生因护照到期等原因需在中国境内申请换发护照的，应当在所持居留许可到期前两个月申请办理。护照换发后，应当于 10 日内申请办理新的居留许可。申请办理新的居留许可所需文件为：

- 本人带有有效居留许可的旧护照和新换发的护照
- 国际学生学者中心开具的《清华大学国际学生办理签证通知单》
- 一张 2 寸（护照规格）的正面免冠照片（背景为白色）
- 《北京市出入境证件数字相片采集回执》
- 《临时住宿登记表》复印件

新的居留许可办理后，国际学生本人须持护照到居住地公安派出所或所住涉外公寓更新《临时住宿登记表》。国际学生在中国境内换发护照而未在 10 日内办理新的居留许可的，构成非法居留。

## 其他需说明的事项

1. 国际学生在华办理签证和居留许可有效期不得超过学习期限。
2. 国际学生进入我校就读时，持有在中国境内其他学校办理的签证或者居留许可的，须持有上述学校开具的结束学习证明或者转学证明。
3. 学生办理签证或居留许可延期时，须先交纳保险费和学费，按照保险费和学费交纳的期限办理签证或居留许可延期。
4. 国际学生结束学习后，应当于签证或居留许可到期前离境，否则即构成非法居留。
5. 学校不邀请国际学生家属来校陪读。
6. 新生入学时，如持有的签证或居留许可已到期或者临近到期，学校不接受其报到注册，须自行去北京市公安局出入境管理局接受处罚。
7. 签证政策依照国家法律规定可能会发生变化，学校以北京市公安局出入境管理局的正式通知为准执行各项签证政策。
8. 国际学生办理停留居留手续，应当首先在国际学生学者中心核实学习状态，然后按照国际学生学者中心规定的程序办理。未经国际学生学者中心许可，国际学生不应当直接向公安机关出入境管理机构申请。

## 违法处罚

根据《中华人民共和国出境入境管理法》，外国人有如下情形的，给予处罚：

外国人非法居留的，给予警告；情节严重的，处每非法居留一日五百元，总额不超过一万元的罚款或者五日以上十五日以下拘留。

外国人拒不接受公安机关查验其出境入境证件的，或拒不交验居留证件的，或居留证件登记事项发生变更，未按照规定办理变更的，或冒用他人出境入境证件的，或未按照法律规定办理住宿登记的，给予警告，可以并处二千元以下罚款。

外国人在中国境内有违法行为的，依照法律规定，可以处限期离境、遣送出境或者驱逐出境。遣送出境的外国人，五年内不准入境；驱逐出境的外国人，十年内不准入境。

## 第四章

# 国际学生公寓

清华大学国际学生公寓可以为国际学生提供校内住宿。公寓内有单人间、AB 间和双人间，可容纳 2000 余名国际学生住宿。国际学生公寓总服务台在紫荆公寓 19 号楼，工作时间为：07：00—23：00。

公寓工作人员有丰富的服务国际学生的经验。总服务台电话是 +86-10-51535501。邮箱是 [gaopei@mail.tsinghua.edu.cn](mailto:gaopei@mail.tsinghua.edu.cn)

公寓配置了网络、热水（定时供应）、空调（分时段供应），并且每两天进行一次房间清扫服务。学生社区内餐厅、银行、邮局、超市等都一应俱全。

由于国际学生公寓的房间数量有限，不可能满足所有学生的住宿需求，因此学生必须事先按照随录取通知书寄送的校内公寓预定说明在网上预定房间。

办理入住手续时，请准备好《录取通知书》和护照原件。公寓按学期预收房费。公寓接受现金、移动支付、国内银行发行的银行卡及国外银行发行的 VISA/MASTER/ 美国运通卡 /JCB 信用卡付款。

国际学生公寓的管理按照《清华大学国际学生住宿管理办法》实施，学生在办理入住手续时需签订住宿协议，入住国际学生公寓须遵守该管理办法及住宿协议中的各项规定。

# 第五章

## 相关管理规定

### 清华大学国际学生 住宿管理办法

(2018-2019 学年度学生工作指导委员会第 2 次会议审议通过)

**第一条** 为了维护学校正常的教育教学秩序和生活秩序，为国际学生提供良好的学习生活环境，保护学生和学校的合法权益，根据《中华人民共和国出境入境管理法》以及《学校招收和培养国际学生管理办法》（教育部、外交部、公安部令第 42 号）、《北京高校学生公寓管理办法》（京教工〔2011〕33 号）等的相关规定，结合学校实际，制定本办法。

**第二条** 本办法适用于学校国际学生在校住宿的管理与服务工作。

**第三条** 学校学生公寓管理委员会作为学生工作指导委员会下设机构，负责协调学生公寓国际学生住宿管理服务工作。

学生社区管理服务中心、学生处、研究生工作部、保卫处、国际合作与交流处在职责范围内分工落实学生公寓管理委员会决定事项。

**第四条** 学校国际学生具有申请校内住宿的资格。

**第五条** 获批校内住宿的国际学生应当与学生社区管理服务中心签订《清华大学国际学生住宿协议》。



学生社区管理服务中心负责具体安排国际学生的住宿。国际学生应当服从学校住宿调整安排。

**第六条** 国际学生办理入住手续后应当入住指定房间，不得擅自调换。

**第七条** 国际学生应当按学期预交住宿费用。

**第八条** 住宿协议到期、被取消住宿资格以及因退学、休学等原因离校的国际学生，应当及时办理退宿手续。

**第九条** 学生社区管理服务中心负责统一办理国际学生校内住宿登记并向公安机关报送外国人住宿登记信息。

**第十条** 国际学生在校内住宿期间应当持有合法有效的护照和签证。护照和签证相关信息发生变更的，应当重新办理住宿登记。因护照、签证过期未及时处理住宿登记的，学生社区管理服务中心有权中止住宿资格。

**第十一条** 在校内住宿的国际学生计划外出超过七天的，应当提前向住宿公寓办公室备案。

**第十二条** 住宿国际学生不得在公寓内有以下妨碍消防安全的行为：

- (一) 在非紧急情况下动用消防设备设施、开启应急疏散门；
- (二) 随意挪动、损坏消防器材；
- (三) 堵塞应急疏散通道；
- (四) 触碰或遮挡消防喷淋；
- (五) 使用明火；
- (六) 私拉电线、私自使用公共用电；
- (七) 贮藏或者使用违章电器、危险品；
- (八) 其他妨碍消防安全的行为。

**第十三条** 本办法所称违章电器包括：

- (一) 电动车（电动自行车、电动摩托车和电动三轮车等以电池为动力的代步工具）  
电池；
- (二) 热得快、电炉、电热毯、电热水器、电暖器、台式电暖扇等电热设备以及  
无自动断电保护装置的电器；

- (三) 额定功率 1000W 以上的电器 (多档位电器额定功率以最高档位功率确定);
- (四) 在房间内使用的电磁炉、烤箱、电饭锅、电饼铛、电煮锅等电器;
- (五) 无国家级安全认证的电器;
- (六) 其他存在安全隐患的电器。

**第十四条** 住宿国际学生不得在非紧急情况下进入限制区域 (包括天台、阳台、强电间、弱电间、管道井、电梯机房、水箱间、空调机房等设备间)。

#### **第十五条 来访管理**

- (一) 住宿国际学生可以在公寓接待来访的时间为 8:00 至 23:00, 不得在非来访时间接待他人。住宿国际学生因违反本办法相关规定导致他人在非来访时间停留在公寓楼内, 不超过 1 小时的视为短暂容留, 超过 1 小时的视为容留过夜。
- (二) 住宿国际学生不得在学生公寓其他房间留宿, 在非来访时间内留宿不超过 1 小时的视为短暂滞留, 超过 1 小时的视为滞留过夜。
- (三) 住宿国际学生接待来访期间, 对来访人员扰乱住宿管理秩序等不当行为应当及时制止, 必要时及时报告住宿公寓办公室。
- (四) 住宿国际学生离开公寓时应当将来访人员带离公寓。

**第十六条** 公寓管理实行定期入室检查制度, 每周不少于一次。对于在检查过程中发现的违规情形, 检查人员有权当即采取必要的措施。

**第十七条** 住宿国际学生不得将房间钥匙、门禁卡、房卡等转借他人, 不得私自配房间钥匙或另加门锁, 不得出租出借公寓房间和床位。

**第十八条** 住宿国际学生应保持和爱护公寓内外环境, 爱护楼内设施物品。

**第十九条** 住宿国际学生不得故意制造影响他人学习、休息的噪音。

**第二十条** 住宿国际学生应当自觉保持住宿房间内环境卫生良好, 不得在房间内私自装修装饰或者改变房屋结构、布局、功能。

**第二十一条** 住宿国际学生不得在住宿公寓内吸烟。

**第二十二条** 住宿国际学生不得携带动物进入住宿公寓、不得在住宿公寓内饲养动物。

**第二十三条** 住宿国际学生不得在住宿公寓内除公共厨房之外的区域使用炊事用电器，个人炊事用具不得存放于住宿公寓公共区域。

**第二十四条** 住宿国际学生应当将自行车等交通工具停放在指定区域。

**第二十五条** 住宿国际学生疑似患有或者患有《中华人民共和国传染病防治法》明确规定的各类传染病的，应当主动向住宿公寓办公室报告。

国际学生发现住宿公寓内有疑似患有前款所述传染性疾病的人员，应当及时向住宿公寓办公室报告。

住宿国际学生在疑似患有或者患有本条第一款所述传染病期间，应当配合相关住宿调整安排。

**第二十六条** 国际学生不得在住宿公寓内进行传教、宗教聚会等任何宗教活动。

**第二十七条** 住宿国际学生违反本办法相关规定的，学校视情节轻重给予书面警示、通报批评、取消住宿资格处理直至纪律处分。

**第二十八条** 住宿国际学生有以下行为的，给予书面警示处理：

- (一) 私借房间钥匙、房卡等但尚未造成不良后果；
- (二) 私自移动、搬出家具导致室内布局改变；
- (三) 私自在房间内调换床位或者占用他人床位、空床位导致他人无法正常入住；
- (四) 未按照指定区域停放自行车等交通工具；
- (五) 在门厅、走廊、消防通道、房间等场所堆放自行车、丢弃杂物；
- (六) 计算机、电视机、收音机等播放音量过大或者大声喧哗、唱歌、嬉闹等影响他人学习和休息；
- (七) 在学生公寓楼内吸烟；
- (八) 未经批准私自张贴、散发宣传品等；
- (九) 违反来访管理规定，离开公寓时未将访客带离但尚未造成不良后果；
- (十) 经住宿公寓办公室认定房间脏、乱、差；
- (十一) 造成安全隐患尚未造成不良后果；
- (十二) 其他违反本办法相关规定但尚未造成不良后果。

**第二十九条** 住宿国际学生有以下行为的，给予通报批评处理：

- (一) 转让、出租房间(床位)；
- (二) 在学生公寓内短暂容留他人或者短暂滞留；
- (三) 拒绝出示个人身份证明，或者未经被访人允许强行进入公寓；
- (四) 阻挠内务卫生、用电安全、家具用品、住宿秩序等检查；
- (五) 未经批准在公寓及周边私自悬挂条幅等宣传品；
- (六) 对房间进行装饰(钉钉子、粘贴图片、墙纸等)导致不能恢复原貌；
- (七) 对公共家具、设施进行装饰或者改装(装锁、闭门器等)导致不能恢复原貌；
- (八) 未经批准私自调换房间；
- (九) 私自更换门锁或者私借钥匙、房卡造成不良后果；
- (十) 携带动物进入住宿公寓或在住宿公寓内饲养动物；
- (十一) 随意动用消防设施器材；
- (十二) 保存违章电器或者使用明火尚未导致火情；
- (十三) 故意放任陌生人进入学生公寓但尚未造成不良后果；
- (十四) 在学生公寓内从事租赁、修理、销售等经营活动；
- (十五) 向公寓外投掷物品、吐痰等不文明行为；
- (十六) 其他造成公共秩序破坏、设备设施损坏或者环境卫生污染等行为但尚不足以取消住宿资格处理。

**第三十条** 住宿国际学生有以下行为的，给予取消住宿资格处理：

- (一) 非法居留；
- (二) 在学生公寓内贮藏使用危险品或者为电动车电池充电；
- (三) 其他因违反学校住宿管理规定造成火情等不良后果的行为。

**第三十一条** 住宿国际学生一学期内受到书面警示二次以上的，在第三次以后受到书面警示时同时给予通报批评；住宿期间第二次受到通报批评的，同时取消住宿资格。

住宿国际学生因涉及住宿的违纪行为受到纪律处分的，或者受到开除学籍处分的，同时取消住宿资格。

**第三十二条** 对住宿国际学生涉及住宿违规行为的处理由学生公寓管理委员会研究决定。

对住宿国际学生涉及住宿违纪行为的处分执行学校纪律处分管理相关规定。

**第三十三条** 本办法由学生公寓管理委员会办公室负责解释。

**第三十四条** 本办法自公布之日起施行。2012 年 10 月 22 日 2012 ~ 2013 学年度学生工作指导委员会第一次会议通过的《清华大学外国留学生公寓住宿管理办法》同时废止。

## 国际学生违纪处分管理

清华大学学生违纪处分管理制度体系由《清华大学学生纪律处分管理规定》、《清华大学学生纪律处分管理规定实施细则》、《清华大学学生申诉处理办法》和《清华大学学生服务消过实施办法》等规定组成。各项管理制度均适用于国际学生本科生、研究生和非学位生。

## 关于查处国际学生 在校内违规驾驶摩托车行为的通知

为维护校园交通秩序，切实保障广大师生安全，教育和引导国际学生遵守学校规章制度，依照《清华大学校园治安秩序管理规定》，《清华大学校园机动车管理暂行办法》，《清华大学学生纪律处分管理规定》及其实施细则，针对国际学生中存在的校内违规驾驶摩托车的行为，通知如下：

一. 学校禁止燃油摩托车进入校内教学科研区和学生区。保卫处将组织各相关单位进行巡查，对发现的燃油摩托车，当场予以清理查扣。

二. 国际学生违规驾驶摩托车首次被查扣的，如申请发还摩托车，须做出书面陈述，包括：

1. 本人驾驶摩托车的违纪事实；
2. 摩托车被查扣的时间、地点；
3. 摩托车的来源；
4. 摩托车是否有合法的注册手续和牌照；
5. 本人是否有合法的中国驾照（准驾车型须包含摩托车）。

同时须提供下列证明文件：

1. 本人的学生证原件及复印件；
2. 本人的护照原件及复印件；
3. 摩托车的行驶证原件及复印件，以及年检记录的原件及复印件；
4. 摩托车车主的身份证件原件及复印件；
5. 本人合法的中国驾照的原件及复印件；
6. 国际学生驾驶非法摩托车，或无证驾驶摩托车的，须首先到公安交通管理部门投案，接受处罚后提供处罚通知单的原件及复印件。

三. 国际学生向国际学生学者中心提供上述书面文件，查验无误后，签署《校园内驾驶摩托车违纪告知书》。

国际学生违规驾驶摩托车的记录，将影响其奖学金申请与评审、校内住宿资格、品行评定等待遇。凡有此项违纪记录的国际学生，不接受其再次入学和申请延长学习期限的申请。

四. 违纪国际学生为本科生、研究生的，国际学生学者中心将向学生部或研究生部报告，建议给予违纪处分。处分决定下达后，中心可以签署意见，同意违纪学生到保卫处领取摩托车。

违纪国际学生为非学位教育学生的，中心将按照《清华大学学生纪律处分管理规定》予以处分。违纪学生学习结束后，中心可以签署意见，同意违纪学生到保卫处领取摩托车。

违纪学生领取摩托车后，应当立即将摩托车带离校园。

五. 多次违规驾驶摩托车的国际学生，不再受理其发还摩托车的申请。学生有异议的，可以在办理前述手续后，向学校申请，将查扣摩托车报告并移交警方处理。

六. 学校各单位和个人发现国际学生违规驾驶摩托车的，可以向保卫处或者国际学生学者中心举报。

**保卫处**  
**国际学生学者中心**

## 国际学生联谊组织管理办法（试行）

一、根据《高等学校接收外国留学生管理规定》及《清华大学学生课外活动管理规定》，为丰富校内国际学生业余生活，规范校内国际学生联谊组织活动和提供便利条件，协调各相关部门工作，制定此办法。

二、国际学生联谊组织是由正式注册在校的、来自某一个国家或者地区的国际学生，以自愿参与的方式组成的学生课外活动组织。

三、国际学生联谊组织的宗旨是为在校的本国或本地区国际学生提供学习和生活互助平台，促进校内本国同学之间以及与校内其他国家师生之间的交流和友谊，开展有利于国际学生身心健康和丰富校园生活的各类课外活动。

四、国际学生学者中心负责对国际学生联谊组织进行管理和指导，并为其开展活动提供可能的和必要的便利条件，例如活动场地及部分资金支持。

五、国际学生联谊组织需由十名以上同一国家或者地区的在校国际学生联名申请，经国际学生学者中心登记后正式成立。正式登记成立的联谊组织，经学校相关部门备案后，可以作为学校认可的学生组织进行活动。

六、国际学生联谊组织中文正式名称应当使用“清华大学 XX（国家或地区名称）学生联谊会”，其他文字的名称含义应当与中文名称一致，公开活动时必须使用中文正式名称。

七、国际学生联谊组织成立后，每学期开学后三周内，向国际学生学者中心申请注册一次，并上报本学期活动计划，未申请注册或审查不合格的联谊组织将予撤销。联谊组织举办各类集体活动都须经过国际学生学者中心审批，审批通过后方可举办，未通过审批的活动不得举办。每学期中，联谊组织负责人及主要成员应定期参加国际学生学者中心召开的工作会议，向中心汇报近期工作情况。

八、国际学生联谊组织应以适当的程序产生若干名主要负责人承担管理工作。联谊组织的主要负责人由该国国籍的学历生担任，在校学习和品行表现良好，无违法违纪行为记录，有意愿、有能力承担联谊组织的日常工作。主要负责人的产生和变动须报国际学生学者中心批准和备案。

九、国际学生联谊组织各项活动应遵守各项法律法规和学校规章制度。校内活动需要审批或者备案的，须依照程序进行审批或者备案。参加校外组织（人员）举办的活动，或者与校外组织（人员）联合举办活动，或者邀请校外组织（人员）来校参加活动的，应提前一周向国际学生学者中心提交书面申请，经批准后方可参加或者举办。

十、国际学生联谊组织不允许以会员身份加入校外组织，成为其事实上的分支机构，也不得代表任何校外组织开展活动。

十一、国际学生联谊组织的各项事务应向全体成员公开，建立必要的财务收支和审计制度，接受组织成员和学校的监督。

十二、对于在帮助国际学生身心健康和个人发展，增进中外各国师生交流和友谊，提高学校国际化水平和丰富校园生活积极开展活动而作出贡献的国际学生联谊组织和学生，学校将采取适当形式予以表彰和奖励。

十三、对于违反法律法规和学校规章制度的国际学生联谊组织，学校可以暂停其活动，要求进行整改；情节严重的，学校将会撤销该联谊组织。对于出现违法违规行为的负责人员，学校将依照有关制度对其进行处理。

十四、本办法由国际学生学者中心负责解释。



## 意外伤害与大病医疗保险

我国对来华国际学生已实行人身意外伤害和大病住院在内的综合医疗保险制度。根据《学校招收和培养国际学生管理办法》规定，学校实行国际学生全员保险制度。国际学生必须按照国家有关规定和学校要求投保。对未按照规定购买保险的国际学生，应限期投保，逾期不投保的，学校不予录取；对于已在学校学习的国际学生，应予退学或不予注册。

我校采用团体投保的方式，保险品种为“平安养老保险股份有限公司来华人员综合保险保障计划”，包含身故保险责任和意外残疾责任保险金额人民币 100000 元，意外伤害医疗保险金额人民币 20000 元和住院医疗保险金额人民币 400000 元。自费学生需在交纳学费的同时交纳保险费，费率为人民币 400 元 / 人 / 半年，或者是人民币 800 元 / 人 / 年。

注：保险责任详情与责任免除条款以保险公司提供的保险计划介绍为准。

保险责任所涉及的医疗机构仅限于中华人民共和国大陆境内的公立医院，但不包括公立医院的分院、外宾病区、特诊特需病区、特诊特需病房和高干病房等同类病区和病房发生的医疗费用；所发生医疗费用范围只限于符合当地社会基本医疗保险规定报销范围的项目和费用，自费和部分自负项目均不能报销。

具体详情请查询“留学保险网” <http://www.lxbx.net>

24 小时服务热线：400-810-5119 转 1

# 附录

## 校内重要业务部门联系方式

### 国际学生学者中心

清华大学国际学生学者中心是学校专门负责来校国际学生的行政管理部门，承担有关来校事务咨询、入学报到、奖学金管理、突发事件处理、办理学生签证和居留许可的有关手续和组织国际学生各类活动等日常管理工作。

办公地址：紫荆公寓 22 号楼一层

电话：+86-10-62784857

传真：+86-10-62771134

电子邮箱：iso@tsinghua.edu.cn

网址：<http://is.tsinghua.edu.cn>

### 本科招生办公室

办公地址：清华大学二校门西侧

电话：+86-10-62783100

传真：+86-10-62783100

电子邮箱：admissions@tsinghua.edu.cn

网址：<http://www.join-tsinghua.edu.cn/publish/bzw/7602/index.html>

### 研究生招生办公室

办公地址：清华大学二校门东侧

电话：+86-10-62781380

传真：+86-10-62770325

电子邮箱：grad@tsinghua.edu.cn

网址：<http://gradadmission.tsinghua.edu.cn>

### **研究生奖助管理办公室**

办公地址：李兆基科技大楼 B221-1

电话：+86-10-62789660

电子邮箱：finaid@tsinghua.edu.cn

### **教务处教务科**

办公地址：李兆基科技大楼 B329

电话：+86-10-62794180

### **专业进修生 / 交换生项目**

办公地址：李兆基科技大楼 B431-1

电话：+86-10-62773508

电子邮箱：专业进修生：visiting@tsinghua.edu.cn

交换生：exchange@tsinghua.edu.cn

### **汉语进修生项目**

办公地址：李兆基科技大楼 B431-1

电话：+86-10-62771368

电子邮箱：chinese@tsinghua.edu.cn

### **国际学生公寓总服务台**

办公地址：清华大学紫荆公寓 19 号楼 1 层总服务台

电话：+86-10-51535501

电子邮箱：gaopei@tsinghua.edu.cn

## **校园及社会常用求助电话**

### **校内常用电话**

保卫处 24 小时综合值班及求助电话 62782001

校内电话查号与咨询 62793001

紫荆学生区综治办 62783996

校医院 62782185 (急诊)

学生治安服务队 (学生志愿者组织) 62783030

### **北京市常用电话**

电话号码查询台 114

报警服务 110

火警报警 119

交通事故报警 122

医疗急救指挥中心 120

北京红十字会急诊抢救中心 999

### **校园周边派出所报警电话**

中关村派出所 62554600

东升派出所 62329664

青龙桥派出所 62881666

# 《中华人民共和国出境入境管理法》

## 中华人民共和国主席令

### 第五十七号

《中华人民共和国出境入境管理法》已由中华人民共和国第十一届全国人民代表大会常务委员会第二十七次会议于 2012 年 6 月 30 日通过，现予公布，自 2013 年 7 月 1 日起施行。

中华人民共和国主席 胡锦涛

2012 年 6 月 30 日

## 中华人民共和国出境入境管理法

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## 第一章 总则

**第一条** 为了规范出境入境管理,维护中华人民共和国的主权、安全和社会秩序,促进对外交往和对外开放,制定本法。

**第二条** 中国公民出境入境、外国人入境出境、外国人在中国境内停留居留的管理,以及交通运输工具出境入境的边防检查,适用本法。

**第三条** 国家保护中国公民出境入境合法权益。

在中国境内的外国人的合法权益受法律保护。在中国境内的外国人应当遵守中国法律,不得危害中国国家安全、损害社会公共利益、破坏社会公共秩序。

**第四条** 公安部、外交部按照各自职责负责有关出境入境事务的管理。

中华人民共和国驻外使馆、领馆或者外交部委托的其他驻外机构(以下称驻外签证机关)负责在境外签发外国人入境签证。出入境边防检查机关负责实施出境入境边防检查。县级以上地方人民政府公安机关及其出入境管理机构负责外国人停留居留管理。

公安部、外交部可以在各自职责范围内委托县级以上地方人民政府公安机关出入境管理机构、县级以上地方人民政府外事部门受理外国人入境、停留居留申请。

公安部、外交部在出境入境事务管理中,应当加强沟通配合,并与国务院有关部门密切合作,按照各自职责分工,依法行使职权,承担责任。

**第五条** 国家建立统一的出境入境管理信息平台,实现有关管理部门信息共享。

**第六条** 国家在对外开放的口岸设立出入境边防检查机关。

中国公民、外国人以及交通运输工具应当从对外开放的口岸出境入境,特殊情况下,可以从国务院或者国务院授权的部门批准的地点出境入境。出境入境人员和交通运输工具应当接受出境入境边防检查。

出入境边防检查机关负责对口岸限定区域实施管理。根据维护国家安全和出境入境管理秩序的需要,出入境边防检查机关可以对出境入境人员携带的物品实施边防检查。必要时,出入境边防检查机关可以对出境入境交通运输工具载运

的货物实施边防检查，但是应当通知海关。

**第七条** 经国务院批准，公安部、外交部根据出境入境管理的需要，可以对留存出境入境人员的指纹等人体生物识别信息作出规定。

外国政府对中国公民签发签证、出境入境管理有特别规定的，中国政府可以根据情况采取相应的对等措施。

**第八条** 履行出境入境管理职责的部门和机构应当切实采取措施，不断提升服务和管理水平，公正执法，便民高效，维护安全、便捷的出境入境秩序。

## 第二章 中国公民出境入境

**第九条** 中国公民出境入境，应当依法申请办理护照或者其他旅行证件。

中国公民前往其他国家或者地区，还需要取得前往国签证或者其他入境许可证明。但是，中国政府与其他国家政府签订互免签证协议或者公安部、外交部另有规定的除外。

中国公民以海员身份出境入境和在国外船舶上从事工作的，应当依法申请办理海员证。

**第十条** 中国公民往来内地与香港特别行政区、澳门特别行政区，中国公民往来大陆与台湾地区，应当依法申请办理通行证件，并遵守本法有关规定。具体管理办法由国务院规定。

**第十一条** 中国公民出境入境，应当向出入境边防检查机关交验本人的护照或者其他旅行证件等出境入境证件，履行规定的手续，经查验准许，方可出境入境。

具备条件的口岸，出入境边防检查机关应当为中国公民出境入境提供专用通道等便利措施。

**第十二条** 中国公民有下列情形之一的，不准出境：

- (一) 未持有效出境入境证件或者拒绝、逃避接受边防检查的；
- (二) 被判处刑罚尚未执行完毕或者属于刑事案件被告人、犯罪嫌疑人的；
- (三) 有未了结的民事案件，人民法院决定不准出境的；

- (四) 因妨害国(边)境管理受到刑事处罚或者因非法出境、非法居留、非法就业被其他国家或者地区遣返, 未满不准出境规定年限的;
- (五) 可能危害国家安全和利益, 国务院有关主管部门决定不准出境的;
- (六) 法律、行政法规规定不准出境的其他情形。

**第十三条** 定居国外的中国公民要求回国定居的, 应当在入境前向中华人民共和国驻外使馆、领馆或者外交部委托的其他驻外机构提出申请, 也可以由本人或者经由国内亲属向拟定居地的县级以上地方人民政府侨务部门提出申请。

**第十四条** 定居国外的中国公民在中国境内办理金融、教育、医疗、交通、电信、社会保险、财产登记等事务需要提供身份证明的, 可以凭本人的护照证明其身份。

## 第三章 外国人入境出境

### 第一节 签证

**第十五条** 外国人入境, 应当向驻外签证机关申请办理签证, 但是本法另有规定的除外。

**第十六条** 签证分为外交签证、礼遇签证、公务签证、普通签证。

对因外交、公务事由入境的外国人, 签发外交、公务签证; 对因身份特殊需要给予礼遇的外国人, 签发礼遇签证。外交签证、礼遇签证、公务签证的签发范围和签发办法由外交部规定。

对因工作、学习、探亲、旅游、商务活动、人才引进等非外交、公务事由入境的外国人, 签发相应类别的普通签证。普通签证的类别和签发办法由国务院规定。

**第十七条** 签证的登记项目包括: 签证种类, 持有人姓名、性别、出生日期、入境次数、入境有效期、停留期限, 签发日期、地点, 护照或者其他国际旅行证件号码等。

**第十八条** 外国人申请办理签证, 应当向驻外签证机关提交本人的护照或者其他国际旅行证件, 以及申请事由的相关材料, 按照驻外签证机关的要求办理相关手续、接受面谈。



**第十九条** 外国人申请办理签证需要提供中国境内的单位或者个人出具的邀请函件的，申请人应当按照驻外签证机关的要求提供。出具邀请函件的单位或者个人应当对邀请内容的真实性负责。

**第二十条** 出于人道原因需要紧急入境，应邀入境从事紧急商务、工程抢修或者具有其他紧急入境需要并持有有关主管部门同意在口岸申办签证的证明材料的外国人，可以在国务院批准办理口岸签证业务的口岸，向公安部委托的口岸签证机关（以下简称口岸签证机关）申请办理口岸签证。

旅行社按照国家有关规定组织入境旅游的，可以向口岸签证机关申请办理团体旅游签证。

外国人向口岸签证机关申请办理签证，应当提交本人的护照或者其他国际旅行证件，以及申请事由的相关材料，按照口岸签证机关的要求办理相关手续，并从申请签证的口岸入境。

口岸签证机关签发的签证一次入境有效，签证注明的停留期限不得超过三十日。

**第二十一条** 外国人有下列情形之一的，不予签发签证：

- （一）被处驱逐出境或者被决定遣送出境，未满不准入境规定年限的；
- （二）患有严重精神障碍、传染性肺结核病或者有可能对公共卫生造成重大危害的其他传染病的；
- （三）可能危害中国国家安全和利益、破坏社会公共秩序或者从事其他违法犯罪活动的；
- （四）在申请签证过程中弄虚作假或者不能保障在中国境内期间所需费用的；
- （五）不能提交签证机关要求提交的相关材料的；
- （六）签证机关认为不宜签发签证的其他情形。

对不予签发签证的，签证机关可以不说明理由。

**第二十二条** 外国人有下列情形之一的，可以免办签证：

- （一）根据中国政府与其他国家政府签订的互免签证协议，属于免办签证人员的；
- （二）持有效的外国人居留证件的；
- （三）持联程客票搭乘国际航行的航空器、船舶、列车从中国过境前往第三国或者地区，在中国境内停留不超过二十四小时且不离开口岸，或者在国务院

批准的特定区域内停留不超过规定时限的；

(四) 国务院规定的可以免办签证的其他情形。

**第二十三条** 有下列情形之一的外国人需要临时入境的，应当向出入境边防检查机关申请办理临时入境手续：

- (一) 外国船员及其随行家属登陆港口所在城市的；
- (二) 本法第二十二条第三项规定的人员需要离开口岸的；
- (三) 因不可抗力或者其他紧急原因需要临时入境的。

临时入境的期限不得超过十五日。

对申请办理临时入境手续的外国人，出入境边防检查机关可以要求外国人本人、载运其入境的交通运输工具的负责人或者交通运输工具出境入境业务代理单位提供必要的保证措施。

## 第二节 入境出境

**第二十四条** 外国人入境，应当向出入境边防检查机关交验本人的护照或者其他国际旅行证件、签证或者其他入境许可证明，履行规定的手续，经查验准许，方可入境。

**第二十五条** 外国人有下列情形之一的，不准入境：

- (一) 未持有效出境入境证件或者拒绝、逃避接受边防检查的；
- (二) 具有本法第二十一条第一款第一项至第四项规定情形的；
- (三) 入境后可能从事与签证种类不符的活动的；
- (四) 法律、行政法规规定不准入境的其他情形。

对不准入境的，出入境边防检查机关可以不说明理由。

**第二十六条** 对未被准许入境的外国人，出入境边防检查机关应当责令其返回；对拒不返回的，强制其返回。外国人等待返回期间，不得离开限定的区域。

**第二十七条** 外国人出境，应当向出入境边防检查机关交验本人的护照或者其他国际旅行证件等出境入境证件，履行规定的手续，经查验准许，方可出境。

**第二十八条** 外国人有下列情形之一的，不准出境：

- (一) 被判处有期徒刑尚未执行完毕或者属于刑事案件被告人、犯罪嫌疑人的，但是按照中国与外国签订的有关协议，移管被判刑人的除外；
- (二) 有未了结的民事案件，人民法院决定不准出境的；
- (三) 拖欠劳动者的劳动报酬，经国务院有关部门或者省、自治区、直辖市人民政府决定不准出境的；
- (四) 法律、行政法规规定不准出境的其他情形。

## 第四章 外国人停留居留

### 第一节 停留居留

**第二十九条** 外国人所持签证注明的停留期限不超过一百八十日的，持证人凭签证并按照签证注明的停留期限在中国境内停留。

需要延长签证停留期限的，应当在签证注明的停留期限届满七日前向停留地县级以上地方人民政府公安机关出入境管理机构申请，按照要求提交申请事由的相关材料。经审查，延期理由合理、充分的，准予延长停留期限；不予延长停留期限的，应当按期离境。

延长签证停留期限，累计不得超过签证原注明的停留期限。

**第三十条** 外国人所持签证注明入境后需要办理居留证件的，应当自入境之日起三十日内，向拟居留地县级以上地方人民政府公安机关出入境管理机构申请办理外国人居留证件。

申请办理外国人居留证件，应当提交本人的护照或者其他国际旅行证件，以及申请事由的相关材料，并留存指纹等人体生物识别信息。公安机关出入境管理机构应当自收到申请材料之日起十五日内进行审查并作出审查决定，根据居留事由签发相应类别和期限的外国人居留证件。

外国人工作类居留证件的有效期最短为九十日，最长为五年；非工作类居留证件的有效期最短为一百八十日，最长为五年。

**第三十一条** 外国人有下列情形之一的，不予签发外国人居留证件：

- (一) 所持签证类别属于不应办理外国人居留证件的；

- (二) 在申请过程中弄虚作假的；
- (三) 不能按照规定提供相关证明材料的；
- (四) 违反中国有关法律、行政法规，不适合在中国境内居留的；
- (五) 签发机关认为不宜签发外国人居留证件的其他情形。

符合国家规定的专门人才、投资者或者出于人道等原因确需由停留变更为居留的外国人，经设区的市级以上地方人民政府公安机关出入境管理机构批准可以办理外国人居留证件。

**第三十二条** 在中国境内居留的外国人申请延长居留期限的，应当在居留证件有效期限届满三十日前向居留地县级以上地方人民政府公安机关出入境管理机构提出申请，按照要求提交申请事由的相关材料。经审查，延期理由合理、充分的，准予延长居留期限；不予延长居留期限的，应当按期离境。

**第三十三条** 外国人居留证件的登记项目包括：持有人姓名、性别、出生日期、居留事由、居留期限，签发日期、地点，护照或者其他国际旅行证件号码等。

外国人居留证件登记事项发生变更的，持证件人应当自登记事项发生变更之日起十日内向居留地县级以上地方人民政府公安机关出入境管理机构申请办理变更。

**第三十四条** 免办签证入境的外国人需要超过免签期限在中国境内停留的，外国船员及其随行家属在中国境内停留需要离开港口所在城市，或者具有需要办理外国人停留证件其他情形的，应当按照规定办理外国人停留证件。

外国人停留证件的有效期最长为一百八十日。

**第三十五条** 外国人入境后，所持的普通签证、停留居留证件损毁、遗失、被盗窃或者有符合国家规定的事由需要换发、补发的，应当按照规定向停留居留地县级以上地方人民政府公安机关出入境管理机构提出申请。

**第三十六条** 公安机关出入境管理机构作出的不予办理普通签证延期、换发、补发，不予办理外国人停留居留证件、不予延长居留期限的决定为最终决定。

**第三十七条** 外国人在中国境内停留居留，不得从事与停留居留事由不相符的活动，并应当在规定的停留居留期限届满前离境。

**第三十八条** 年满十六周岁的外国人在中国境内停留居留，应当随身携带本人的护照或者其他国际旅行证件，或者外国人停留居留证件，接受公安机关的查验。

在中国境内居留的外国人，应当在规定的时间内到居留地县级以上地方人民政府公安机关交验外国人居留证件。

**第三十九条** 外国人在中国境内旅馆住宿的，旅馆应当按照旅馆业治安管理的有关规定为其办理住宿登记，并向所在地公安机关报送外国人住宿登记信息。

外国人在旅馆以外的其他住所居住或者住宿的，应当在入住后二十四小时内由本人或者留宿人，向居住地的公安机关办理登记。

**第四十条** 在中国境内出生的外国婴儿，其父母或者代理人应当在婴儿出生六十日内，持该婴儿的出生证明到父母停留居留地县级以上地方人民政府公安机关出入境管理机构为其办理停留或者居留登记。

外国人在中国境内死亡的，其家属、监护人或者代理人，应当按照规定，持该外国人的死亡证明向县级以上地方人民政府公安机关出入境管理机构申报，注销外国人停留居留证件。

**第四十一条** 外国人在中国境内工作，应当按照规定取得工作许可和工作类居留证件。任何单位和个人不得聘用未取得工作许可和工作类居留证件的外国人。

外国人在中国境内工作管理办法由国务院规定。

**第四十二条** 国务院人力资源社会保障主管部门、外国专家主管部门会同国务院有关部门根据经济社会发展需要和人力资源供求状况制定并定期调整外国人在中国境内工作指导目录。

国务院教育主管部门会同国务院有关部门建立外国留学生勤工助学管理制度，对外国留学生勤工助学的岗位范围和时限作出规定。

**第四十三条** 外国人有下列行为之一的，属于非法就业：

- (一) 未按照规定取得工作许可和工作类居留证件在中国境内工作的；
- (二) 超出工作许可限定范围在中国境内工作的；
- (三) 外国留学生违反勤工助学管理规定，超出规定的岗位范围或者时限在中国

境内工作的。

**第四十四条** 根据维护国家安全、公共安全的需要，公安机关、国家安全机关可以限制外国人、外国机构在某些地区设立居住或者办公场所；对已经设立的，可以限期迁离。

未经批准，外国人不得进入限制外国人进入的区域。

**第四十五条** 聘用外国人工作或者招收外国留学生的单位，应当按照规定向所在地公安机关报告有关信息。

公民、法人或者其他组织发现外国人有非法入境、非法居留、非法就业情形的，应当及时向所在地公安机关报告。

**第四十六条** 申请难民地位的外国人，在难民地位甄别期间，可以凭公安机关签发的临时身份证明在中国境内停留；被认定为难民的外国人，可以凭公安机关签发的难民身份证件在中国境内停留居留。

## **第二节 永久居留**

**第四十七条** 对中国经济社会发展作出突出贡献或者符合其他在中国境内永久居留条件的外国人，经本人申请和公安部批准，取得永久居留资格。

外国人在中国境内永久居留的审批管理办法由公安部、外交部会同国务院有关部门规定。

**第四十八条** 取得永久居留资格的外国人，凭永久居留证件在中国境内居留和工作，凭本人的护照和永久居留证件出境入境。

**第四十九条** 外国人有下列情形之一的，由公安部决定取消其在中国境内永久居留资格：

- (一) 对中国国家安全和利益造成危害的；
- (二) 被处驱逐出境的；
- (三) 弄虚作假骗取在中国境内永久居留资格的；
- (四) 在中国境内居留未达到规定时限的；
- (五) 不适宜在中国境内永久居留的其他情形。

## 第五章 交通运输工具出境入境边防检查

**第五十条** 出境入境交通运输工具离开、抵达口岸时，应当接受边防检查。对交通运输工具的入境边防检查，在其最先抵达的口岸进行；对交通运输工具的出境边防检查，在其最后离开的口岸进行。特殊情况下，可以在有关主管机关指定的地点进行。

出境的交通运输工具自出境检查后至出境前，入境的交通运输工具自入境后至入境检查前，未经出入境边防检查机关按照规定程序许可，不得上下人员、装卸货物或者物品。

**第五十一条** 交通运输工具负责人或者交通运输工具出境入境业务代理单位应当按照规定提前向出入境边防检查机关报告入境、出境的交通运输工具抵达、离开口岸的时间和停留地点，如实申报员工、旅客、货物或者物品等信息。

**第五十二条** 交通运输工具负责人、交通运输工具出境入境业务代理单位应当配合出境入境边防检查，发现违反本法规定行为的，应当立即报告并协助调查处理。

入境交通运输工具载运不准入境人员的，交通运输工具负责人应当负责载离。

**第五十三条** 出入境边防检查机关按照规定对处于下列情形之一的出境入境交通运输工具进行监护：

- (一) 出境的交通运输工具在出境边防检查开始后至出境前、入境的交通运输工具在入境后至入境边防检查完成前；
- (二) 外国船舶在中国内河航行期间；
- (三) 有必要进行监护的其他情形。

**第五十四条** 因装卸物品、维修作业、参观访问等事由需要上下外国船舶的人员，应当向出入境边防检查机关申请办理登轮证件。

中国船舶与外国船舶或者外国船舶之间需要搭靠作业的，应当由船长或者交通运输工具出境入境业务代理单位向出入境边防检查机关申请办理船舶搭靠手续。

**第五十五条** 外国船舶、航空器在中国境内应当按照规定的路线、航线行驶。

出境入境的船舶、航空器不得驶入对外开放口岸以外地区。因不可预见的紧急

情况或者不可抗力驶入的，应当立即向就近的出入境边防检查机关或者当地公安机关报告，并接受监护和管理。

**第五十六条** 交通运输工具有下列情形之一的，不准出境入境；已经驶离口岸的，可以责令返回：

- (一) 离开、抵达口岸时，未经查验准许擅自出境入境的；
- (二) 未经批准擅自改变出境入境口岸的；
- (三) 涉嫌载有不准出境入境人员，需要查验核实的；
- (四) 涉嫌载有危害国家安全、利益和社会公共秩序的物品，需要查验核实的；
- (五) 拒绝接受出入境边防检查机关管理的其他情形。

前款所列情形消失后，出入境边防检查机关对有关交通运输工具应当立即放行。

**第五十七条** 从事交通运输工具出境入境业务代理的单位，应当向出入境边防检查机关备案。从事业务代理的人员，由所在单位向出入境边防检查机关办理备案手续。

## 第六章 调查和遣返

**第五十八条** 本章规定的当场盘问、继续盘问、拘留审查、限制活动范围、遣送出境措施，由县级以上地方人民政府公安机关或者出入境边防检查机关实施。

**第五十九条** 对涉嫌违反出境入境管理的人员，可以当场盘问；经当场盘问，有下列情形之一的，可以依法继续盘问：

- (一) 有非法出境入境嫌疑的；
- (二) 有协助他人非法出境入境嫌疑的；
- (三) 外国人有非法居留、非法就业嫌疑的；
- (四) 有危害国家安全和利益，破坏社会公共秩序或者从事其他违法犯罪活动嫌疑的。

当场盘问和继续盘问应当依照《中华人民共和国人民警察法》规定的程序进行。

县级以上地方人民政府公安机关或者出入境边防检查机关需要传唤涉嫌违反出境入境管理的人员的，依照《中华人民共和国治安管理处罚法》的有关规定执行。



**第六十条** 外国人有本法第五十九条第一款规定情形之一的，经当场盘问或者继续盘问后仍不能排除嫌疑，需要作进一步调查的，可以拘留审查。

实施拘留审查，应当出示拘留审查决定书，并在二十四小时内进行询问。发现不应当拘留审查的，应当立即解除拘留审查。

拘留审查的期限不得超过三十日；案情复杂的，经上一级地方人民政府公安机关或者出入境边防检查机关批准可以延长至六十日。对国籍、身份不明的外国人，拘留审查期限自查清其国籍、身份之日起计算。

**第六十一条** 外国人有下列情形之一的，不适用拘留审查，可以限制其活动范围：

- (一) 患有严重疾病的；
- (二) 怀孕或者哺乳自己不满一周岁婴儿的；
- (三) 未满十六周岁或者已满七十周岁的；
- (四) 不宜适用拘留审查的其他情形。

被限制活动范围的外国人，应当按照要求接受审查，未经公安机关批准，不得离开限定的区域。限制活动范围的期限不得超过六十日。对国籍、身份不明的外国人，限制活动范围期限自查清其国籍、身份之日起计算。

**第六十二条** 外国人有下列情形之一的，可以遣送出境：

- (一) 被处限期出境，未在规定期限内离境的；
- (二) 有不准入境情形的；
- (三) 非法居留、非法就业的；
- (四) 违反本法或者其他法律、行政法规需要遣送出境的。

其他境外人员有前款所列情形之一的，可以依法遣送出境。

被遣送出境的人员，自被遣送出境之日起一至五年内不准入境。

**第六十三条** 被拘留审查或者被决定遣送出境但不能立即执行的人员，应当羁押在拘留所或者遣返场所。

**第六十四条** 外国人对依照本法规定对其实施的继续盘问、拘留审查、限制活动范围、遣送出境措施不服的，可以依法申请行政复议，该行政复议决定为最终决定。

其他境外人员对依照本法规定对其实施的遣送出境措施不服，申请行政复议的，适用前款规定。

**第六十五条** 对依法决定不准出境或者不准入境的人员，决定机关应当按照规定及时通知出入境边防检查机关；不准出境、入境情形消失的，决定机关应当及时撤销不准出境、入境决定，并通知出入境边防检查机关。

**第六十六条** 根据维护国家安全和出境入境管理秩序的需要，必要时，出入境边防检查机关可以对出境入境的人员进行人身检查。人身检查应当由两名与受检查人同性别的边防检查人员进行。

**第六十七条** 签证、外国人停留居留证件等出境入境证件发生损毁、遗失、被盗窃或者签发后发现持证人不符合签发条件等情形的，由签发机关宣布该出境入境证件作废。

伪造、变造、骗取或者被证件签发机关宣布作废的出境入境证件无效。

公安机关可以对前款规定的或被他人冒用的出境入境证件予以注销或者收缴。

**第六十八条** 对用于组织、运送、协助他人非法出境入境的交通运输工具，以及需要作为办案证据的物品，公安机关可以扣押。

对查获的违禁物品，涉及国家秘密的文件、资料以及用于实施违反出境入境管理活动的工具等，公安机关应当予以扣押，并依照相关法律、行政法规规定处理。

**第六十九条** 出境入境证件的真伪由签发机关、出入境边防检查机关或者公安机关出入境管理机构认定。

## 第七章 法律责任

**第七十条** 本章规定的行政处罚，除本章另有规定外，由县级以上地方人民政府公安机关或者出入境边防检查机关决定；其中警告或者五千元以下罚款，可以由县级以上地方人民政府公安机关出入境管理机构决定。

**第七十一条** 有下列行为之一的，处一千元以上五千元以下罚款；情节严重的，处五日以上十日以下拘留，可以并处二千元以上一万元以下罚款：

- (一)持用伪造、变造、骗取的出境入境证件出境入境的；
- (二)冒用他人出境入境证件出境入境的；
- (三)逃避出境入境边防检查的；
- (四)以其他方式非法出境入境的。

**第七十二条** 协助他人非法出境入境的，处二千元以上一万元以下罚款；情节严重的，处十日以上十五日以下拘留，并处五千元以上二万元以下罚款，有违法所得的，没收违法所得。

单位有前款行为的，处一万元以上五万元以下罚款，有违法所得的，没收违法所得，并对其直接负责的主管人员和其他直接责任人员依照前款规定予以处罚。

**第七十三条** 弄虚作假骗取签证、停留居留证件等出境入境证件的，处二千元以上五千元以下罚款；情节严重的，处十日以上十五日以下拘留，并处五千元以上二万元以下罚款。

单位有前款行为的，处一万元以上五万元以下罚款，并对其直接负责的主管人员和其他直接责任人员依照前款规定予以处罚。

**第七十四条** 违反本法规定，为外国人出具邀请函件或者其他申请材料的，处五千元以上一万元以下罚款，有违法所得的，没收违法所得，并责令其承担所邀请外国人的出境费用。

单位有前款行为的，处一万元以上五万元以下罚款，有违法所得的，没收违法所得，并责令其承担所邀请外国人的出境费用，对其直接负责的主管人员和其他直接责任人员依照前款规定予以处罚。

**第七十五条** 中国公民出境后非法前往其他国家或者地区被遣返的，出入境边防检查机关应当收缴其出境入境证件，出境入境证件签发机关自其被遣返之日起六个月至三年以内不予签发出境入境证件。

**第七十六条** 有下列情形之一的，给予警告，可以并处二千元以下罚款：

- (一)外国人拒不接受公安机关查验其出境入境证件的；
- (二)外国人拒不交验居留证件的；
- (三)未按照规定办理外国人出生登记、死亡申报的；

(四) 外国人居留证件登记事项发生变更, 未按照规定办理变更的;

(五) 在中国境内的外国人冒用他人出境入境证件的;

(六) 未按照本法第三十九条第二款规定办理登记的。

旅馆未按照规定办理外国人住宿登记的, 依照《中华人民共和国治安管理处罚法》的有关规定予以处罚; 未按照规定向公安机关报送外国人住宿登记信息的, 给予警告; 情节严重的, 处一千元以上五千元以下罚款。

**第七十七条** 外国人未经批准, 擅自进入限制外国人进入的区域, 责令立即离开; 情节严重的, 处五日以上十日以下拘留。对外国人非法获取的文字记录、音像资料、电子数据和其他物品, 予以收缴或者销毁, 所用工具予以收缴。

外国人、外国机构违反本法规定, 拒不执行公安机关、国家安全机关限期迁离决定的, 给予警告并强制迁离; 情节严重的, 对有关责任人员处五日以上十五日以下拘留。

**第七十八条** 外国人非法居留的, 给予警告; 情节严重的, 处每非法居留一日五百元, 总额不超过一万元的罚款或者五日以上十五日以下拘留。

因监护人或者其他负有监护责任的人未尽到监护义务, 致使未满十六周岁的外国人非法居留的, 对监护人或者其他负有监护责任的人给予警告, 可以并处一千元以下罚款。

**第七十九条** 容留、藏匿非法入境、非法居留的外国人, 协助非法入境、非法居留的外国人逃避检查, 或者为非法居留的外国人违法提供出境入境证件的, 处二千元以上一万元以下罚款; 情节严重的, 处五日以上十五日以下拘留, 并处五千元以上二万元以下罚款, 有违法所得的, 没收违法所得。

单位有前款行为的, 处一万元以上五万元以下罚款, 有违法所得的, 没收违法所得, 并对其直接负责的主管人员和其他直接责任人员依照前款规定予以处罚。

**第八十条** 外国人非法就业的, 处五千元以上二万元以下罚款; 情节严重的, 处五日以上十五日以下拘留, 并处五千元以上二万元以下罚款。

介绍外国人非法就业的, 对个人处每非法介绍一人五千元, 总额不超过五万元

的罚款；对单位处每非法介绍一人五千元，总额不超过十万元的罚款；有违法所得的，没收违法所得。

非法聘用外国人的，处每非法聘用一人一万元，总额不超过十万元的罚款；有违法所得的，没收违法所得。

**第八十一条** 外国人从事与停留居留事由不相符的活动，或者有其他违反中国法律、法规规定，不适宜在中国境内继续停留居留情形的，可以处限期出境。

外国人违反本法规定，情节严重，尚不构成犯罪的，公安部可以处驱逐出境。公安部的处罚决定为最终决定。

被驱逐出境的外国人，自被驱逐出境之日起十年内不准入境。

**第八十二条** 有下列情形之一的，给予警告，可以并处二千元以下罚款：

- (一) 扰乱口岸限定区域管理秩序的；
- (二) 外国船员及其随行家属未办理临时入境手续登陆的；
- (三) 未办理登轮证件上下外国船舶的。

违反前款第一项规定，情节严重的，可以并处五日以上十日以下拘留。

**第八十三条** 交通运输工具有下列情形之一的，对其负责人处五千元以上五万元以下罚款：

- (一) 未经查验准许擅自出境入境或者未经批准擅自改变出境入境口岸的；
- (二) 未按照规定如实申报员工、旅客、货物或者物品等信息，或者拒绝协助出境入境边防检查的；
- (三) 违反出境入境边防检查规定上下人员、装卸货物或者物品的。

出境入境交通运输工具载运不准出境入境人员出境入境的，处每载运一人五千元以上一万元以下罚款。交通运输工具负责人证明其已经采取合理预防措施的，可以减轻或者免于处罚。

**第八十四条** 交通运输工具有下列情形之一的，对其负责人处二千元以上二万元以下罚款：

- (一) 中国或者外国船舶未经批准擅自搭靠外国船舶的；

- (二) 外国船舶、航空器在中国境内未按照规定的路线、航线行驶的；
- (三) 出境入境的船舶、航空器违反规定驶入对外开放口岸以外地区的。

**第八十五条** 履行出境入境管理职责的工作人员，有下列行为之一的，依法给予处分：

- (一) 违反法律、行政法规，为不符合规定条件的外国人签发签证、外国人停留居留证件等出境入境证件的；
- (二) 违反法律、行政法规，审核验放不符合规定条件的人员或者交通运输工具出境入境的；
- (三) 泄露在出境入境管理工作中知悉的个人信息，侵害当事人合法权益的；
- (四) 不按照规定将依法收取的费用、收缴的罚款及没收的违法所得、非法财物上缴国库的；
- (五) 私分、侵占、挪用罚没、扣押的款物或者收取的费用；
- (六) 滥用职权、玩忽职守、徇私舞弊，不依法履行法定职责的其他行为。

**第八十六条** 对违反出境入境管理行为处五百元以下罚款的，出入境边防检查机关可以当场作出处罚决定。

**第八十七条** 对违反出境入境管理行为处罚款的，被处罚人应当自收到处罚决定书之日起十五日内，到指定的银行缴纳罚款。被处罚人在所在地没有固定住所，不当场收缴罚款事后难以执行或者在口岸向指定银行缴纳罚款确有困难的，可以当场收缴。

**第八十八条** 违反本法规定，构成犯罪的，依法追究刑事责任。

## 第八章 附则

**第八十九条** 本法下列用语的含义：

出境，是指由中国内地前往其他国家或者地区，由中国内地前往香港特别行政区、澳门特别行政区，由中国大陆前往台湾地区。

入境，是指由其他国家或者地区进入中国内地，由香港特别行政区、澳门特别行政区进入中国内地，由台湾地区进入中国大陆。

外国人，是指不具有中国国籍的人。

**第九十条** 经国务院批准，同毗邻国家接壤的省、自治区可以根据中国与有关国家签订的边界管理协定制定地方性法规、地方政府规章，对两国边境接壤地区的居民往来作出规定。

**第九十一条** 外国驻中国的外交代表机构、领事机构成员以及享有特权和豁免的其他外国人，其入境出境及停留居留管理，其他法律另有规定的，依照其规定。

**第九十二条** 外国人申请办理签证、外国人停留居留证件等出境入境证件或者申请办理证件延期、变更的，应当按照规定缴纳签证费、证件费。

**第九十三条** 本法自 2013 年 7 月 1 日起施行。《中华人民共和国外国人入境出境管理法》和《中华人民共和国公民出境入境管理法》同时废止。

# Disclaimer

All the prescriptions of laws, regulations, rules and codes illustrated or introduced in this handbook are formulated based on ***Undergraduate Student Status Regulations, Graduate Student Status Regulations, Rules for the Implementation of Graduate Student Status Regulations, Administrative Regulations of Student Discipline Penalty, Rules for the Implementation of Administrative Regulations of Student Discipline Penalty, Regulations for Administration of Campus Security, Regulations on Admission and Cultivation of International Students and The Exit and Entry Administration Law of the People's Republic of China.*** Please refer to the above mentioned rules and regulations for the detailed information. The official Chinese version of the laws, regulations, rules and codes shall prevail in any case of divergence of interpretation. The university takes no responsibility for any consequences of misinterpretation, misunderstanding, disparity of meanings in different languages, etc.



# Chapter One

## International Student Status Regulations

The application of International Undergraduate Student Status Regulations refers to the ***Undergraduate Student Status Regulations of Tsinghua University***.

The application of International Graduate Student Status Regulations refers to ***Graduate Student Status Regulations of Tsinghua University and Rules for the Implementation of Graduate Student Status Regulations of Tsinghua University***.

The application of International Non-degree Student Status Regulations refers to ***Guide of Study and Academic Procedures for Exchange/ Visiting Students and Rules and Discipline for Chinese Language Program Tsinghua University (Trial Implementation)***.

# Chapter Two

## Guide of Procedures for Administration of International Students

### I.Registration

Newly-admitted international students should register in the University at the designated time indicated on the Admission Notice, with the documents as follows:

- Valid Passport
- Visa Application Form for Studying in China (JW201 Form or JW202 Form)
- Admission Notice
- Foreigner Physical Examination Form, issued by Beijing International Travel Health Care Center.

Students who fail to arrive on time due to personal reasons should apply for the permission of the university in advance to maintain their student status. Late registrations exceeding two weeks of the designated time except for the force majeure will be treated as voluntary withdrawal from the university.

Upon arriving at the university, the newly-admitted students should complete the Tsinghua University International Student Register Form, pass the passport inspection, and hand-in 2 passport-size photos (white background) used for the identity certificates such as Residence Permit, Student ID, etc.

Newly-admitted students should go through all the procedures prescribed on the registration schedule, and attend the orientation activities organized

by the university, the school or department.

Students who fail to reach the health standards prescribed by the Chinese government must depart for their home countries within a month, bearing their own travel expenses.

International students staying for more than one semester should register their student IC cards at the Registration Center within the designated time when the semester starts. Students cannot register without paying the tuition fee in accordance with the regulations of Tsinghua University.

## **II.Course Selection**

Under the guidance of the department and instructors, the undergraduate students shall arrange proper academic workload for themselves through the completion of course selection within the prescribed period of each semester based on the requirement of their degree programs, guiding teaching plans, handbook for course selection, and the referential course timetable.

Graduate students shall make their own academic schedules based on the overall requirement of their degree programs under the guidance of their supervisors, and complete course selection accordingly. Academic schedules should not be revised in principle.

## **III.Graduation, Completion of Study and Departure**

Upon graduation or completion of course study, the international students should go through the clearance procedures. Degree students should complete the clearance procedures at the school or department. Chinese language students may collect their certificates and transcripts at ICLCC.

## **IV.Identity Cards and Certificates**

### **Student Card**

The Student identity cards (IC Cards) are certification of student status, and are only permitted to be used by the student him/herself and should be properly kept. It's issued by Registration Center; if it's lost, please record and re-apply at the Registration Center.

### **Library Card**

Undergraduate students, Graduate students, and visiting/exchange/ Chinese language students can borrow books from the University Library with their IC cards. The borrowers should take good care of the books, or they will have to make compensation for any scribbling, staining, damaging or loss of the books lent from the library.

### **Study Certificate**

International students may apply for Study Certificate at the following addresses:

- 1.Degree Students: Registration Center
- 2.Non-degree Students: Office of Academic Affairs (Room 431-1, Lee Shau Kee Science and Technology Building)

# Chapter Three

## Stay and Residence

### Procedures for International Students in China

#### Identification Papers for Stay in China

##### Passport

The passport is the only legal identification for foreigners willing to stay in China. International students are required to hold an ordinary passport.

An international student should take good care of the passport and carry it around for the police to check. It is prohibited to alter, damage or affix seals without permission. Sub-tenancy and selling of passport are deemed to be serious violations of laws.

##### Visa

International students studying in China must possess ordinary passports with either visa for study (X1 or X2 type). The validity period of X2 visa is indicated on the visa page. The validity of X1 visa is 30 days from the date of entrance. Stay in China with an expired visa is illegal.

International students entering China with other types of visas may not be able to apply for student's visa or residence permit, and therefore may not be accepted for enrollment. In that case, all the consequences shall be assumed by the student in person.

## Residence Permit

International students with X1 visa shall apply for Residence Permits within 30 days after arrival in China. Late applicants will have to shoulder the responsibilities for illegal residence. International students with X2 visa do not need to apply for Residence Permits.

## Registration Form of Temporary Residence

Each International student who lives in hotels, international apartments or on-campus apartments needs to obtain a ***Registration Form of Temporary Residence from the reception party.***

Each International student who lives with local residents, foreigners inhabiting in China, or lives in foreign institutions in China needs to complete the registration at local police station within 24 hours and get the ***Registration Form of Temporary Residence.***

The residence registration needs to be updated in the following cases: 1) there is any change to the address, passport, visa or residence permit; or 2) re-enter china; or 3) the residence registration comes to expiration. International students who fail to commit the procedures in time will be treated as illegal residents.

## Application for Visa and Residence Permit for International students

When an international student needs to apply for a visa or residence permit, he/she should first obtain the approval from the International Students & Scholars Center, then submit the personal information via the application system at the designated agency of the immigration authority (Room 100, Zijing Building 22). After the information passes the inspection and approved, an electronically printed application form will be issued, and the students may submit the required documents. The student may choose the commission service by the agency voluntarily on his/her own expense.

## Application Procedures for Residence Permit

International students with X1 visa shall apply for Residence Permit from

the Beijing Municipal Public Security Bureau (Visa Center) within 30 days after arrival in China. Late applicants are deemed to be guilty for illegal stay and imposed the penalty prescribed by the law. The documents required for the application of the residence permit are as follows:

- The valid passport;
- The Health Certificate issued by the Beijing International Travel Health Care Center;
- The Visa Application Notice issued by the International Students & Scholars Center;
- The Admission Notice of Tsinghua University and the Visa Application for Study in China (JW201 or JW202 Form);
- Beijing Exit and Entry ID Digital Photo Receipt, One 2-inch passport-style photo (white background);
- A photocopy of the ***Registration Form of Temporary Residence***.

The student shall go to the local police station or the international apartment where he/she is accommodated to renew the ***Registration Form of Temporary Residence*** in 24 hours after the new residence permit is issued.

## **Application for Extension of Visa and Residence Permit**

International students should pay attention to the validity of their residence permits and entry visas. Staying in China with an expired visa or residence permit is a violation of law, and will be penalized.

The international student with an X2 visa should apply for extension at least **2 weeks** in advance of the expiration date, if he/she continues to study exceeding the validity of visa.

The international student with a residence permit should apply for extension at least **30 days** in advance of expiration date, if he/she continues to study exceeding the validity of the residence permit.

To apply for extension of residence permit validity, the required documents are as follows:

- The valid passport;
- The Visa Application Notice issued by the International Students & Scholars Center;

- Beijing Exit and Entry ID Digital Photo Receipt, One 2-inch passport-style photo (white background);
- A photocopy of the **Registration Form of Temporary Residence** .

To apply for extension of X2 visa validity, the required documents are as follows:

- The valid passport;
- The Visa Application Notice issued by the International Students & Scholars Center;
- The Admission Notice of Tsinghua University and the Visa Application for Study in China (JW201 or JW202 Form);
- Beijing Exit and Entry ID Digital Photo Receipt, One 2-inch passport-style photo (white background);
- A photocopy of the **Registration Form of Temporary Residence**.

The student shall go to the local police station or the international apartment where he/she is accommodated to renew the **Registration Form of Temporary Residence** in 24 hours after the new visa is issued.

## Loss of Passport

If an international student finds out that his/her passport is lost, he/she must go through the following procedures:

- 1.Immediately report to the local police station and obtain a receipt of case report;
- 2.Go to the Division of Exit & Entry Administration, Beijing Municipal Public Security Bureau to get the certificate of passport loss;
- 3.Apply for a new passport with the certificate of passport loss in the embassy of his/her country in China within 30 days of getting the certificate of passport loss;
- 4.Go to the local police station or the international apartment where he/she is accommodated with the certificate of passport loss and new passport to renew the **Registration Form of Temporary Residence** in 24 hours after the new passport is issued; and apply for a new visa or residence permit via the International Students & Scholars Center;
- 5.After the new visa or residence permit is issued, go to the local police station or the international apartment where he/she is accommodated to renew the **Registration Form of Temporary Residence**.



If an international student does not apply for a new residence permit within specified time after the new passport is issued, his/her conduct is deemed to be a violation of law. After passport loss, staying with a newly issued passport but without a new valid visa or residence permit is a violation of law as well.

## Renewal of Passport

If an international student need to apply for a new passport in China due to expiration or other reasons, it is suggested that he/she makes the application at least 2 months before the passport expires. In 10 days after the new passport is issued, the student should apply for a new residence permit. The required documents are as follows:

- The new passport and the old passport with the valid residence permit;
- The Visa Application Notice issued by the International Students & Scholars Center;
- Beijing Exit and Entry ID Digital Photo Receipt, One 2-inch passport-style photo (white background);
- A photocopy of the **Registration Form of Temporary Residence**.

The student shall go to the local police station or the international apartment where he/she is accommodated to renew the **Registration Form of Temporary Residence** after the new residence permit is issued.

If an international student does not apply for a new residence permit in 10 days after the new passport is issued, his/her conduct is deemed to be a violation of law.

## Miscellaneous

- I. The validity of visa or residence permit for an international student will not exceed the period of his/her study.
- II. International students holding visas or residence permits issued by other universities or colleges in China, need to provide the certificates of study completion or transfer issued by the former universities or colleges.
- III. The validity period of visa or residence permit applied is also limited by the study period for which the insurance and tuition are already paid.
- IV. International students should leave China before the visa or residence permit expires after completing their study. The stay after the visa or

- residence permit expires is illegal.
- V. The university does not officially invite family members to accompany students in China.
- VI. If any newly admitted student, whose visa or residence permit has expired or will expire in too short a time to process any application of extension, he/she will not be accepted for entrance and is responsible for all the consequences.
- VII. Visa policies may change according to the law. The university process all residence affairs following the official notice from the Division of Exit & Entry Administration, Beijing Public Security Bureau.
- VIII. When an international student need to process stay or residence permit affairs, he/she must consult the ISSC of the university for the student status first, and follow the instructions of the advisors. Direct application to the immigration authority by an international student himself/herself is not accepted.

## Penalty for violation of the Rules and Regulations

According to the ***Regulations of the Exit and Entry Administration Law of the People's Republic of China***, the arising of any of the following situations will be subject to penalty:

Foreigners who reside in China illegally shall be given a warning; where circumstances are serious, they shall be imposed with a fine of RMB 500 yuan per day, with a maximum cap of RMB 10,000 yuan in total, or be detained for no less than five days but no more than 15 days.

Under any of the following circumstances, a warning shall be given, and a fine of no more than RMB 2,000 yuan may also be imposed:

- (1) Foreigners refuse to accept examination of their exit/entry documents by public security organs;
- (2) Foreigners refuse to submit their residence permits for examination;
- (3) Foreigners fail to go through the formalities for altering registration in accordance with the relevant regulations when there is any change in the registered items in their residence permits;

- (4) Foreigners in China use others' exit/entry documents;
- (5) Foreigners concerned fail to go through accommodation registration formalities in accordance with the rules and regulations of the Law.

Foreigners engaging in illegal or criminal activities will be subject to leave China within a time limit, repatriating or deporting. Repatriated foreigners shall not be allowed to enter China within 5 years calculating from the date of repatriation. Deported foreigners shall not be allowed to enter China within 10 years calculating from the date of deportation.

# Chapter Four

## Zijing International Students Apartment

Zijing International Students Apartment provide on-campus accommodation for international students. The capacity is over 2000, in types of single room, double room and AB room (double bedrooms with a shared drawing-room). The general reception is in Zijing Building 19, with service from 07:00-23:00 and experience of serving foreigners. The service number is +86-10-51535501. The email is gaopei@mail.tsinghua.edu.cn.

The rooms are all equipped with internet, hot water (available in specified hours), and air-conditioner. Cleaning service is available every alternate day as well. In the apartment region, there are cafeterias, bank, post office, supermarket and other living facilities.

Compared to the total number of international students of Tsinghua University, the rooms are still not adequate to meet all the demand. Therefore, students need to follow the instructions along with the admission notice to book a room in advance.

Upon check-in, the staff need to check the passport, and the Admission Notice, and students need to prepay for a semester. Cash (in RMB), Bank cards issued by China Union Pay, Visa/ Master/American Express/JCB Cards are accepted.

The administration of the apartment is implemented according to the ***Administrative Measures of Accommodation for International Students of Tsinghua University***. All students accommodated in International Students Apartment should abide by the administration.

# Chapter Five:

## Administrative Measures of Accommodation for International Students of Tsinghua University

*(The measures have been deliberated on and approved by the Steering Committee of Student Affairs of Tsinghua University, on the 2nd Meeting of academic year 2018-2019)*

**Article 1** With a view to maintaining the normal teaching order and campus life of Tsinghua University (hereinafter referred to as the University), providing a good study and living environment for international students, and protecting the legitimate rights and interests of the University and students, these Measures are hereby formulated in accordance with the Exit and Entry Administration Law of the People's Republic of China, Administrative Measures for the Enrollment and Cultivation of International Students by Schools (Order No. 42 of the Ministry of Education, the Ministry of Foreign Affairs and the Ministry of Public Security), and Administrative Measures of College Student Apartments in Beijing (No. 33 [2011] of Beijing Education Union), in combination with the situations of the University.

**Article 2** These Measures shall apply to the management and services of on-campus accommodation for international students of the University.

**Article 3** The Management Committee of Student Apartments of the University, a subsidiary setup under the Steering Committee of Student Affairs, is responsible for coordinating the management and services of

international student apartments.

The Student Community Management & Service Center, Student Affairs Office, Postgraduate Affairs Office, Security Department, and Office of International Cooperation & Exchange shall implement the decisions made by the Management Committee of Student Apartments pertaining to their duties.

**Article 4** International students of the University have rights to apply for on-campus accommodation.

**Article 5** Successful applicants of on-campus accommodation shall sign the Agreement on Accommodation for International Students of Tsinghua University (hereinafter referred to as the Accommodation Agreement) with the Student Community Management & Service Center.

The Student Community Management & Service Center shall be responsible for the arrangement of accommodation for international students, who shall obey the adjustment and arrangement of the Center.

**Article 6** International students shall move in designated rooms after the check-in procedures. Room switching without prior consent is not allowed.

**Article 7** International students shall pay the accommodation expenses by semester.

**Article 8** Where an international student falls under the following circumstances including expiration of the Accommodation Agreement, disqualification from accommodation, or dropout or suspension of schooling, the student in question shall proceed with check-out procedures in a timely manner.

**Article 9** The Student Community Management & Service Center shall be responsible for the on-campus accommodation registration of international students and report their accommodation registration information to authorities of public security.

**Article 10** International students shall hold legitimately valid passports and visas during the period of on-campus accommodation. Where the

information on his/her passport or visa changes, the student in question shall apply for a renewed registration. Where an international student fails to complete accommodation registration in a timely manner due to the expiration of his/her passport or visa, the Student Community Management & Service Center shall reserve the right to suspend the accommodation qualification of the student in question.

**Article 11** Where an international student enjoying on-campus accommodation plans to leave the campus for over seven days, the student in question shall file the situation with the apartment office concerned.

**Article 12** International students enjoying on-campus accommodation shall not conduct the following activities that may cause potential fire hazards in apartments:

- (1) Use firefighting equipment or open emergency evacuation doors in non-emergency situations;
- (2) Move or damage firefighting equipment without prior consent;
- (3) Block emergency evacuation routes;
- (4) Touch or cover fire sprinklers;
- (5) Use naked flames;
- (6) Install electrical wiring or use public electricity without prior consent;
- (7) Stash or use illegal electrical appliances or hazardous articles; and/or
- (8) Other activities that may cause potential fire hazards.

**Article 13** The illegal electrical appliances mentioned in these Measures shall include:

- (1) Batteries of electric vehicles (electricity-driven transportation tools, including electric bicycles, electric motorcycles, and electric tricycles);
- (2) Electrical heating devices and electrical appliances without automatic power-off protection, including quick electric water heaters, electric stoves, electric blankets, electric water heaters, electric heaters, and portable table fan heaters;
- (3) Electrical appliances rated above 1,000 W (in the event of an electrical appliance that supports multi-voltage levels, the top voltage shall prevail);
- (4) The use of induction cookers, ovens, electric rice cookers, electric

- baking pans, and electric caldrons in rooms;
- (5) Electrical appliances without China Compulsory Certification marks (a mandatory conformity assessment system in China); and
- (6) Other electrical appliances with potential safety hazards.

**Article 14** International students enjoying on-campus accommodation shall not enter restricted areas (including rooftops, balconies, high-voltage rooms, low-voltage rooms, pipe shafts, elevator machine rooms, water tank rooms, and air conditioner rooms) in non-emergency situations.

**Article 15** Visitor Management

- (1) International students enjoying on-campus accommodation shall only receive visitors in apartments from 8:00 to 23:00, beyond which visitors are not allowed to enter apartments. Where an international student violates these Measures by allowing visitors to remain in the apartment beyond the visitor reception period specified above, if the visitors overstay for less than one hour, it shall be deemed as temporary overstay; otherwise, it shall be deemed as sleepover.
- (2) International students enjoying on-campus accommodation shall not stay overnight in rooms other than their own. Where an international student stays at another student's room beyond the visitor reception period for less than 1 hour, it shall be deemed as temporary overstay; otherwise, it shall be deemed as sleepover.
- (3) During the visitor reception period, where a visitor disrupts the management order of the apartment concerned with misconduct, such misconduct shall be timely terminated, and reported to the apartment office concerned in a timely manner if the occasion arises.
- (4) Should an international student leave the apartment, his/her visitor(s) shall also leave the apartment.

**Article 16** For the purpose of apartment management, regular room inspection shall be conducted at least once a week. In the event of nonconformity on inspection, the inspector(s) shall reserve the right to take necessary measures immediately.

**Article 17** International students enjoying on-campus accommodation shall not lend room keys, access cards or room cards to any other person,



make duplicate keys or add more locks without prior consent, and rent or lend rooms or beds to others.

**Article 18** International students enjoying on-campus accommodation shall keep the interior and exterior environment of apartments clean, and take care of indoor facilities and properties.

**Article 19** International students enjoying on-campus accommodation shall not intentionally make noises that disturb other students' study and rest.

**Article 20** International students enjoying on-campus accommodation shall keep their rooms clean and tidy, and shall not decorate the rooms or alter the structure, layout and functions of the rooms without prior consent.

**Article 21** International students enjoying on-campus accommodation shall not smoke in apartments.

**Article 22** International students enjoying on-campus accommodation shall not bring animals to or raise animals in apartments.

**Article 23** International students enjoying on-campus accommodation shall only use kitchen appliances in communal kitchens. Personal cooking tools shall not be stored in common areas of apartments.

**Article 24** International students enjoying on-campus accommodation shall park such transportation tools as bicycles in designated areas.

**Article 25** Where an international student enjoying on-campus accommodation is suspected of or diagnosed having any infectious disease specified in the Law of the People's Republic of China on Prevention and Control of Infectious Diseases, the student in question shall report the case to the apartment office concerned on his/her own initiative.

Where an international student finds any person suspected of any infectious disease specified in the preceding paragraph, the student in question shall report the case to the apartment office concerned in a timely manner.

In the event of the case specified in the first paragraph of Article 25, the student in question shall abide by relevant accommodation adjustment.

**Article 26** International students shall not engage in any type of religious activities in apartments, including preaching and religious gathering.

**Article 27** In the event of any violation of these Measures, the international student enjoying on-campus accommodation in question shall, according to the extent of violation, be subject to a written warning, a public notice of criticism, disqualification from accommodation, and a disciplinary sanction.

**Article 28** In the event of the following circumstances, the international student enjoying on-campus accommodation in question shall be subject to a written warning:

- (1) Where the student in question lends his/her room key or card to any other person without prior consent, which does not result in undesirable consequences;
- (2) Where the student in question moves the furniture in his/her room or remove it from the room without prior consent, which changes the room layout;
- (3) Where the student in question switches beds or occupies other students' beds or vacant bed(s) in his/her room without prior consent and thus prevents other student(s) from moving in;
- (4) Where the student in question fails to park such transportation tools as bicycles in designated areas;
- (5) Where the student in question parks his/her bicycle(s) or discards garbage in halls, corridors, fire exit passages, and rooms;
- (6) Where the student in question plays computers, watches TV or listens to radios at an unreasonably loud volume, shouts or sings in a raised voice, or runs in apartments, which affects other students' study and rest;
- (7) Where the student in question smokes in apartments;
- (8) Where the student in question puts up or hands out propaganda materials without prior consent;
- (9) Where the student in question violates the rules of visitor management by leaving visitor(s) in the apartment during his/her absence, which does not cause undesirable consequences;

- (10) Where the room of the student in question is deemed as dirty, messy and untidy by the apartment office concerned;
- (11) Where the student in question causes safety hazards without undesirable consequences; and/or
- (12) Where the student in question violates other provisions of these Measures but does not cause undesirable consequences.

**Article 29** In the event of the following circumstances, the international student enjoying on-campus accommodation in question shall be subject to a public notice of criticism:

- (1) Where the student in question transfers or rents his/her room (bed) to any other person;
- (2) Where the student in question allows temporary overstay of visitor(s) in the apartment;
- (3) Where visitors of the student in question refuse to present their personal ID documents, or enter apartments without the consent of the student in question;
- (4) Where the student in question obstructs inspections on rooms, electrical safety, furniture and appliances, and accommodation order;
- (5) Where the student in question hangs such propaganda materials as banners or scrolls in apartments and surrounding areas without prior consent;
- (6) Where the student in question decorates his/her room (with nails, pictures or wallpapers) to such an extent that it cannot be restored to its original state;
- (7) Where the student in question decorates or tampers with public furniture and facilities (adding locks or door closers) to such an extent that they cannot be restored to their original states;
- (8) Where the student in question switches rooms with other students without prior consent;
- (9) Where the student in question changes room lock(s) or lends his/her key or room card to others without prior consent, which results in undesirable consequences;
- (10) Where the student in question brings animals to or raises animals in apartments;
- (11) Where the student in question has illegal electrical appliances or uses

- a naked flame but does not cause a fire;
- (12) Where the student in question uses firefighting equipment without prior consent;
  - (13) Where the student in question lets stranger(s) enter apartments intentionally but does not cause undesirable consequences;
  - (14) Where the student in question conducts such business activities as leasing, repairs and sales in apartments;
  - (15) Where the student in question performs such disrespectful behaviors as throwing items out of apartments or spitting; and/or
  - (16) Where the student in question performs other disrespectful behaviors, which lead to the disruption of public order, damage of equipment and facilities, or environmental and sanitation pollution but are not serious enough to disqualify him/her from accommodation.

**Article 30** In the event of the following circumstances, the international student enjoying on-campus accommodation in question shall be disqualified from accommodation:

- (1) Where the student in question is in a state of illegal residence;
- (2) Where the student in question stashes and uses hazardous articles or charges batteries of electric vehicles in apartments; and/or
- (3) Where the student in question conducts disorderly behaviors in violation of the University's rules of accommodation management that cause such undesirable consequences as a fire.

**Article 31** Where an international student enjoying on-campus accommodation receives two and more written warnings within a semester, the student in question shall be subject to a public notice of criticism and a written warning after the third written warning; in the event of a second public notice of criticism during on-campus accommodation, the student in question shall be disqualified from accommodation.

Where an international student enjoying on-campus accommodation is subject to a disciplinary sanction or dismissed from school due to any violation of the University's rules of accommodation management, the student in question shall be disqualified from accommodation.

**Article 32** The decision on the handling of violations of international

students enjoying on-campus accommodation shall be made by the Management Committee of Student Apartments.

Where an international student enjoying on-campus accommodation violates the accommodation discipline, the University's rules for disciplinary sanctions shall be followed.

**Article 33** These Measures shall be subject to the interpretation of the Office of the Management Committee of Student Apartments.

**Article 34** These Measures shall come into force as of the date of issuance. The Administrative Measures of Accommodation in International Students Apartment of Tsinghua University adopted at the first meeting of the 2012-2013 Steering Committee of Student Work on October 22, 2012 shall be repealed simultaneously.

The English translation of the Administrative Measures of Accommodation for International Students of Tsinghua University enclosed is an unofficial copy, which is for reference only. The Chinese version shall prevail.

## Student Disciplines

### Student Discipline Penalty Administration of Tsinghua University

The student conduct administration system of Tsinghua University consists of **The Administrative Regulations of Student Discipline Penalty of Tsinghua University, The Implementation of the Administrative Regulations of Student Discipline Penalty of Tsinghua University, The Measures of Student Appeal Disposal of Tsinghua University, and The Measures of Campus Service for Misconduct Correction**. All these regulations and measures are applicable to international undergraduate, graduate students and non-degree students.

# Announcement of Deterring Illegal Motorcycle Driving on Campus

***Announced jointly by Security Department and International Students & Scholars Center.***

In order to maintain the traffic order of the campus, to protect the safety of students and faculties, and to lead international students to abide by the university regulations, according to ***The Regulation of Public Order and Safety on Campus of Tsinghua University, The Interim Measures of Automobile Management on Campus of Tsinghua University, The Administrative Regulations of Student Discipline Penalty of Tsinghua University*** and its implementations, the International Students & Scholars Center hereby announce the following articles:

**I. Driving motorcycle into the Teaching and Research Zone and the Students Living Zone is prohibited.** The Security Department will remove and detain any motorcycle detected during the patrol.

II. An international student who commits the misconduct of driving motorcycles for the first time may apply to get the motorcycle back, by writing a statement including:

- a) The statement and description of the misconduct;
- b) The date, time and the place of the detention of the motorcycle;
- c) The source of the motorcycle;
- d) Whether the motorcycle is legally registered;
- e) Whether the offender misconducting has a legal Chinese driving license for motorcycle.

The following documents are required as well:

- a) The original copy and a photocopy of the offender's student ID;
- b) The original copy and a photocopy of the offender's passport;
- c) The original copy and a photocopy of the motorcycle's registration certificate and annual examination;

- d)The original copy and a photocopy of the legal owner of the motorcycle;
- e)The original copy and a photocopy of the legal Chinese driving license of the offender;
- f)If illegal driving of non-registered motorcycle or driving without a license is committed, the offender have to report himself/herself to the traffic police, get penalized, provide the original copy and a photocopy of the penalty record from the traffic police.

III.The offender should submit all the documents above to the International Students & Scholars Center, and sign the Acknowledgement of Students Discipline Violation.

The record of this misconduct will affect the application and review of scholarship, eligibility of on-campus accommodation, and evaluation of character and conduct. International students who commit this misconduct will not be eligible for further application or extension of study at Tsinghua University.

IV.If the offender is an undergraduate or a graduate student, the violation shall be reported to the Department of Student Affairs or the Graduate School for discipline penalty disposal. After the discipline violation procedures complete, the International Students & Scholars Center may approve the offender to claim the motorcycle.

If the offender is a non-degree student, the International Students & Scholars Center will perform the discipline violation procedures. After the offender finishes study or quit, the International Students & Scholars Center may approve the offender to claim the motorcycle.

The motorcycle must be removed immediately from the campus as soon as the offender claimed it.

V.If an international student illegally drive motorcycle in the campus repeatedly, he/she is not eligible to claim the motorcycle. Only after he/ she completes all the procedures above, the motorcycle may be transferred to the traffic police for further disposal on the request of the offender.

VI.Units and persons who detected illegal driving of motorcycle by international students may complain to the Security Department or the International Students & Scholars Center.

# Administrative Regulations of Tsinghua University International Student Associations (Trial Implementation)

1. The measures are formulated through the coordination between The Regulations of Enrolling Foreign Students in Universities and Colleges, and The Administrative Regulations of Students Extracurricular Activities of Tsinghua University, in order to enrich the extracurricular life of international students, manage and standardize activities of international student associations within the school, and help coordinate between different departments involved.
2. An international student association is defined as an extracurricular organization officially registered and accredited by the university, voluntarily formed by international students from one certain country or region.
3. The purpose of international student associations shall be to provide a platform of mutual assistance between international students from the same country or region, boost friendship and interaction between the international students from the same country and promote interaction with students from other countries, organize extracurricular activities that contribute to the overall development of students and help foster a rich and diverse campus life for international students.
4. The International Students & Scholars Center, hereafter referred to as ISSC, is responsible for the administration and guidance of international student associations and also for the provision of required support and facilities for the running of the association's activities.
5. In order for the association to be officially registered and formally founded, an international student association requires at least ten students from the same country or region to sign their name on the Tsinghua University International Student Associations Registration Form. Then



they must receive approval and feedback from the ISSC to be established. Once established, after receiving approval from relevant departments the association may operate as a university acknowledged association and begin to hold activities and events.

6. The formal Chinese title for an international students' association shall be "Tsinghua University + country or region name + Student Association". Formal name titles in all the other languages must conform with the format of the Chinese name. In the holding of formal public events, the Chinese formal title must be included.

7. Once the international student association has been founded, it must re-register within three weeks after the beginning of each new semester and submit an activity plan to the ISSC. If the association fails to re-register on time, it will lose the right to operate as an association. All associations must pass through internal review and be appraisable by the ISSC. If the association does not pass through the internal review, then the association cannot hold any further activities. Leaders of associations and key members should attend ISSC work meetings to report to the Center their recent activities and plans.

8. The association should elect a number of key leaders to undertake management and main work responsibilities. The association president must be an undergraduate or post-graduate student currently studying at Tsinghua University whose nationality is the same as the country represented by the association. Association presidents should have an excellent academic record and should have not engaged in any misconduct or violation of laws or university regulations and possess a willingness and ability to be responsible for daily oversight of the association. In the event that any key leaders of the association are to be changed, the organization must first report to the ISSC for approval.

9. International student associations shall abide by the law as well as university rules and regulations. In the situation where approval and documentation is required for activities on campus, the prescribed procedures must be followed. If organizations or individuals from outside the university are involved, whether 1) the international student association

participates in an activity or event hosted by outside organizations; or 2) the international student association jointly hosts an activity or event with outside organizations or 3) the international student association invites outside organizations to attend an activity or event on campus, the international student association concerned must first submit a written application to the ISSC at least one week prior to the holding of the event, and may proceed to hold the event only after obtaining approval by the ISSC.

10. International student associations must not join any organization outside of Tsinghua University or host any off-campus events as a sub-branch.

11. All affairs of an international student association should be open to all the members. An effective system of financial budgeting and auditing for the international student association must be established, which shall be under supervision of association members and the university.

12. Efforts by international student associations to make positive contributions towards 1) the lives of international students 2) the internationalization of the university and enrichment of campus life and 3) friendship and interaction between teachers and students from China and other countries, will be appropriately recognized, honored and rewarded by the university.

13. In the event that the activities conducted by international student associations violate laws or the university regulations and rules, the university has the right suspend activities and may revoke the association if the circumstances are serious. In accordance with related regulations, the university may punish the person(s) responsible for the misconduct.

14. The ISSC reserves the final right to interpret these measures.

# Health Care and Insurance

A comprehensive medical insurance system has been implemented for international students in China, consisting of accidental injury and hospitalization insurance. According to the rules and regulations, it is compulsory for all international students to purchase an insurance scheme meeting the standard designated by the Ministry of Education. For students who didn't purchase the insurance shall do it within time limit; for students who don't purchase the insurance within the time limit will not be accepted by the university; for international students who has been in school shall be withdraw or not registered.

The university selects ***“Comprehensive Insurance & Protection Scheme for Foreigners Staying in China of Ping An Annuity Insurance Company, Ltd ”*** as the default group insurance scheme for international students. The scheme consists of death and accidental disability insurance liability (RMB 100,000), medical treatment for accidental injury insurance liability (RMB 20,000) and hospitalization medical treatment insurance liability (RMB 400,000). The price is RMB 400 per person for half a year, or RMB 800 per person for a year.

***IMPORTANT: The insurance liability and liability exemption are all subject to the statement of the insurance scheme.***

Medical organizations which are involved in all the foregoing medical liabilities are limited to the public hospitals established within the border of the Chinese mainland; the medical expenses incurred in sub-branch of public hospitals, ward area for foreigners, ward area for special treatment and needs, ward for special treatment and needs, ward for high-ranking officials, or similar ward area or ward shall be excluded from the insurance. Only the expenses of treatment comply with the local basic medical rules and regulations can be covered, self-financed and partial self-financed expenses cannot be covered.

Visit [www.lxbx.net](http://www.lxbx.net) for more information. Their 24-hour hotline is 400- 810- 5119, ext 1.

# Appendix

## **International Students & Scholars Center(ISSC)**

The International Students & Scholars Center (ISSC), which is the administrative department for international students of Tsinghua University, is responsible for the consultation, new students' registration and orientation, scholarship, emergency and visa affairs of international students. ISSC also organizes extracurricular activities and helps international students in arranging their study and daily life.

Address: First floor of Zijing Apartment No.22

Tel: +86-10-62784857

Fax: +86-10-62771134

E-mail: [iso@tsinghua.edu.cn](mailto:iso@tsinghua.edu.cn)

Website: <http://is.tsinghua.edu.cn>

## **Admission Office**

Address: West side of the Tsinghua University Old Gate

Tel: +86-10-62783100

Fax: +86-10-62783100

E-mail: [admissions@tsinghua.edu.cn](mailto:admissions@tsinghua.edu.cn)

Website: <http://www.join-tsinghua.edu.cn/publish/bzw/7602/index.html>

## **Graduate Admission Office**

Address: East side of the Tsinghua University Old Gate

Tel: +86-10-62781380

Fax: +86-10-62770325

E-mail: [grad@tsinghua.edu.cn](mailto:grad@tsinghua.edu.cn)

Website: <http://gradadmission.tsinghua.edu.cn>

## **Graduate Scholarship and Grants Management Office**

Address: B221-1, Lee Shau Kee Science and Technology Building

Tel: +86-10-62789660

E-mail: [finaid@tsinghua.edu.cn](mailto:finaid@tsinghua.edu.cn)

## **Office of Academic Affairs**

Address: B329, Lee Shau Kee Science and Technology Building

Tel: +86-10-62794180

## **Visiting/Exchange Student Program**

Address: B431-1, Lee Shau Kee Science and Technology Building

Tel: +86-10-62773508

E-mail: Visiting Student Program: [visiting@tsinghua.edu.cn](mailto:visiting@tsinghua.edu.cn)

Exchange Student Program: [exchange@tsinghua.edu.cn](mailto:exchange@tsinghua.edu.cn)

## **Chinese Language Program**

Address: B431-1, Lee Shau Kee Science and Technology Building

Tel: +86-10-62771368

E-mail: [chinese@tsinghua.edu.cn](mailto:chinese@tsinghua.edu.cn)

## **General Reception Desk of Zijing International Student Apartment**

Address: First floor of Zijing Apartment No.19

Tel: +86-10-51535501

E-mail: [gaopei@tsinghua.edu.cn](mailto:gaopei@tsinghua.edu.cn)

## **On-Campus Telephone Numbers**

Security Department (24 hours on duty): 62782001

On-campus telephone directory and consulting service: 62793001

Comprehensive Management Office of Zijing Student

Apartment: 62783996

University Hospital Emergency: 62782185

Student Security Service Team (student volunteer organization): 62783030

## **Emergency Numbers in Beijing**

Telephone directory and consulting service: 114

Police: 110

Fire: 119

Traffic Accident: 122

Medical emergency command center: 120

Beijing Red Cross emergency rescue center: 999

### **Police Stations near Campus**

Zhongguancun Police Station: 62554600

Dongsheng Police Station: 62329664

Qinglongqiao Police Station: 62881666

# **Exit and Entry Administration Law of the People's Republic of China**

## **Order of the President of the People's Republic of China**

No. 57

The Exit and Entry Administration Law of the People's Republic of China, adopted at the 27th meeting of the Standing Committee of the Eleventh National People's Congress of the People's Republic of China on June 30, 2012, and is hereby promulgated and shall come into force as of July 1, 2013.

Hu Jintao  
President of the People's Republic of China  
June 30, 2012

## **Exit and Entry Administration Law of the People's Republic of China**

(Adopted at the 27th meeting of the Standing Committee of the Eleventh National People's Congress on June 30, 2012)

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# **Chapter I General Provisions**

**Article 1** In order to regulate exit/entry administration, safeguard the sovereignty, security and social order of the People's Republic of China, and promote foreign exchanges and opening to the outside world, this Law is hereby formulated.

**Article 2** This Law is applicable to the administration of exit and entry of Chinese citizens, entry and exit of foreigners, stay and residence of foreigners in China, and the exit/entry border inspection of transport vehicles.

**Article 3** The State protects Chinese citizens' legitimate rights and interests of exiting and entering the country.

The legitimate rights and interests of foreigners in China shall be protected by laws. Foreigners in China shall abide by the Chinese laws, and shall not endanger China's national security, harm public interests and disrupt social and public order.

**Article 4** The Ministry of Public Security and the Ministry of Foreign Affairs shall, within the scope of their respective responsibilities, be responsible for administering exit/entry affairs.

Embassies and consulates of the People's Republic of China and other



institutions stationed abroad entrusted by the Ministry of Foreign Affairs (hereinafter referred to as “the visa-issuing authorities abroad”) shall be responsible for issuance of entry visas to foreigners. Exit/entry border inspection authorities shall be responsible for carrying out exit/entry border inspection. Public security organs under local people’s governments at or above the county level and their exit/entry administrations shall be responsible for the administration of the stay and residence of foreigners.

The Ministry of Public Security and the Ministry of Foreign Affairs may, within the scope of their respective responsibilities, entrust exit/entry administrations of public security organs or foreign affairs departments under local people’s governments at or above the county level to accept foreigners’ applications for entry, stay and residence in China.

In the administration of exit/entry affairs, the Ministry of Public Security and the Ministry of Foreign Affairs shall strengthen communication and cooperation, cooperate closely with relevant departments under the State Council, and exercise functions and powers and bear liabilities within the scope of their respective responsibilities in accordance with the law.

**Article 5** The State shall establish a uniform exit/entry administration information platform to share information among relevant administrative departments.

**Article 6** The State shall establish exit/entry border inspection authorities at the ports open to foreign countries.

Chinese citizens, foreigners as well as transport vehicles shall exit or enter China via the ports open to foreign countries, or via the places approved by the State Council or by the departments authorized by the State Council under special circumstances. Personnel and transport vehicles that exit or enter China shall be subject to exit/entry border inspection.

Exit/entry border inspection authorities shall be responsible for relevant administration work in the restricted zones of ports. On the basis of the need for safeguarding national security and maintaining the order of exit/entry administration, exit/entry border inspection authorities may conduct border inspection on the belongings of the persons who exit or enter China.

When necessary, exit/entry border inspection authorities may conduct border inspection on the goods carried by transport vehicles that exit or enter China. However, exit/entry border inspection authorities shall notify the Customs of such inspections.

**Article 7** Upon approval by the State Council, the Ministry of Public Security and the Ministry of Foreign Affairs may, on the basis of the need for exit/entry administration, set forth regulations on the collection and keep of fingerprints and other biometric identification information of the persons who exit or enter China.

Where foreign governments have special regulations on issuing visas to Chinese citizens or the exit/entry administration of Chinese citizens, the Chinese government may, as the circumstances require, take corresponding and equivalent measures.

**Article 8** Departments and institutions that are responsible for the exit/entry administration shall take practical measures, constantly improve service and administration, enforce laws impartially, provide convenient and efficient service and ensure the security and conveyance of the exit/entry procedures.

## Chapter II

### Exit and Entry of Chinese Citizens

**Article 9** Chinese citizens who exit or enter China shall, in accordance with the law, apply for passports or other travel documents.

Chinese citizens bound for other countries or regions shall obtain visas or other entry permits from destination countries, unless the Chinese government has signed visa exemption agreements with the governments of those countries, or otherwise stipulated by the Ministry of Public Security and the Ministry of Foreign Affairs.

Chinese citizens who exit or enter China as seamen or work on foreign ships shall apply for seamen's certificates in accordance with the law.

**Article 10** Chinese citizens who travel between the Mainland and the Hong Kong Special Administrative Region, between the Mainland and the Macao

Special Administrative Region, and between the Mainland and Taiwan Region, shall apply for exit/entry permits in accordance with the law, and abide by the relevant provisions of this Law. The specific administrative measures shall be stipulated by the State Council.

**Article 11** Chinese citizens who exit or enter China shall submit their exit/entry documents such as passports or other travel documents to the exit/entry border inspection authorities for examination, go through the prescribed formalities, and may exit or enter upon examination and approval.

For ports that meet relevant conditions, exit/entry border inspection authorities shall provide convenience such as special lanes for the exit and entry of Chinese citizens.

**Article 12** Under any of the following circumstances, Chinese citizens are not allowed to exit China:

- (1) Hold no valid exit/entry documents, or refuse or evade border inspection;
- (2) Are sentenced to criminal punishments, the execution of which have not been completed, or are suspects or defendants in criminal cases;
- (3) Are involved in unsettled civil cases and not allowed to exit China upon decision of the people's courts;
- (4) Are subject to criminal punishment for impairing border administration, or are repatriated by other countries or regions due to illegal exit from China, illegal residence or illegal employment, and the No-Exit-from-China period has not expired;
- (5) May endanger national security or interests, and are not allowed to exit China upon decision by competent departments under the State Council; or
- (6) Other circumstances in which exit from China is not allowed in accordance with laws or administrative regulations.

**Article 13** Chinese citizens residing abroad who desire to return to China for permanent residence shall, prior to the entry, file applications with Chinese embassies or consulates or other institutions stationed abroad entrusted by the Ministry of Foreign Affairs. They may also file such applications to the overseas Chinese affairs departments under the local people's governments at or above the county level of the proposed places

of permanent residence on their own or via their relatives in China.

**Article 14** When handling financial affairs or affairs involving education, medical treatment, transportation, telecommunications, social insurance or property registration, where identity certificates are required, Chinese citizens residing abroad may provide their passports for proof of identity.

## Chapter III

# Entry and Exit of Foreigners

### Section 1 Visa

**Article 15** In order to entering China, foreigners shall apply to the visa-issuing authorities stationed abroad for a visa, except as otherwise provided for in this Law.

**Article 16** Visas are categorized as diplomatic visa, courtesy visa, official visa and ordinary visa.

Diplomatic or official visas shall be issued to foreigners who enter China for diplomatic or official reasons; and courtesy visas shall be issued to foreigners who are given courtesy due to their special status. The scope and measures for issuing diplomatic, courtesy and official visas shall be stipulated by the Ministry of Foreign Affairs.

Appropriate types of ordinary visa shall be issued to foreigners who enter China due to non-diplomatic or official reasons including work, study, family visit, travel, business activities and talent introduction. The types of ordinary visa and relevant issuance measures shall be stipulated by the State Council.

**Article 17** The registered items of a visa shall include visa type, name, sex, date of birth, number of allowed entries, validity period of entry and duration of stay of the holder, date and place of issuance, as well as passport number or other international travel documents number.

**Article 18** Foreigners who apply for visas shall submit their passports or other international travel documents, as well as information of specific

application matters, to the visa-issuing authorities stationed abroad. They shall go through relevant formalities and accept interviews in accordance with the requirements of the visa-issuing authorities stationed abroad.

**Article 19** Where foreigners applying for visas need to provide written invitations issued by entities or individuals within China, the applicants shall provide such invitations in accordance with the requirements of the visa-issuing authorities abroad. Entities or individuals that issue written invitations shall be liable for the fidelity of the contents.

**Article 20** Foreigners who need to enter China urgently for humanitarian reasons, or are invited to enter China for urgent business or rush repair work, or have other urgent needs, and hold materials that prove the competent departments' approval of their applying for visas at port, may apply for port visas with the visa-issuing authorities entrusted by the Ministry of Public Security at the ports (hereinafter referred to as "port visa authorities") which are approved to issue port visas by the State Council.

Travel agencies that organize inbound tourism in accordance with relevant State regulations may apply for group tourist visas from port visa authorities.

Foreigners who apply to port visa authorities for visas shall submit their passports or other international travel documents, as well as relevant information of specific application matters. They shall go through relevant formalities in accordance with the requirements of the port visa authorities, and enter China at the ports where they apply for visas.

Visas issued by port visa authorities shall be single entry and the duration of stay shall not exceed 30 days.

**Article 21** Under any of the following circumstances, visas shall not be issued to foreigners:

- (1) Was deported, or was repatriated upon decision, and the No-Entry-into-China period has not expired;
- (2) Is suffering from serious mental disorders, infectious tuberculosis or other infectious diseases that may severely jeopardize the public health;
- (3) May endanger China's national security or interests, or disrupt social

- and public order, or engage in other illegal or criminal activities;
- (4) Resort to fraudulent acts in visa application or cannot guarantee expected expenditures during their stay in China;
  - (5) Fail to submit relevant information required by the visa-issuing authorities; or
  - (6) Other circumstances in which visa authorities consider a visa should not be issued.

The visa-issuing authorities are not required to give reasons for refusing the issuance of a visa.

**Article 22** Under any of the following circumstances, foreigners may be exempt from applying for visas:

- (1) So exempted based on the visa exemption agreements signed by the Chinese government with the governments of other countries;
- (2) Hold valid foreigners' residence permits;
- (3) Hold connected passenger tickets and are in transit to a third country or region by an international aircraft, ship or train via China, will stay for not more than 24 hours in China without leaving the port of entry, or will stay in the specific zones approved by the State Council within the prescribed time limit; or
- (4) Other circumstances stipulated by the State Council in which visas may be exempted.

**Article 23** Where foreigners under any of the following circumstances need to enter China temporarily, they shall apply to exit/entry border inspection agencies for going through the formalities for temporary entry:

- (1) Foreign seamen and their accompanying family members disembark at cities where the ports are located;
- (2) Persons specified in Subparagraph (3) of Article 22 of this Law need to leave ports; or
- (3) Foreigners need to enter China temporarily due to force majeure or for any other urgent reason.

The duration of stay for temporary entry shall not exceed 15 days.

For foreigners who apply for going through the formalities for temporary entry, exit/entry border inspection authorities may require such foreigners,

the persons in charge of the transport vehicles used for such foreigners' entry or the agencies handling the exit/entry business for transport vehicles to provide necessary guaranty measures.

## Section 2 Entry and Exit

**Article 24** Foreigners who enter China shall submit their passports, other international travel documents, visas or other entry permits to the exit/entry border inspection authorities for examination, go through the prescribed formalities, and may enter upon examination and approval.

**Article 25** Under any of the following circumstances, foreigners shall not be allowed to enter China:

- (1) Hold no valid exit/entry documents, or refuse or evade border inspection;
- (2) Are involved in any of the circumstances specified in Subparagraph (1) through (4) of the first paragraph of Article 21 of this Law;
- (3) May engage in activities not conform to the types of visa after entering China; or
- (4) Other circumstances in which entry is not allowed in accordance with laws or administrative regulations.

Exit/entry border inspection authorities are not required to give reasons for denying an entry.

**Article 26** Exit/entry border inspection authorities shall order foreigners who are denied entry in China to return, and shall force the return of those who refuse to do so. While waiting for return, those foreigners shall not leave the restricted zones.

**Article 27** Foreigners who exit China shall submit their exit/entry documents including passports or other international travel documents to the exit/entry border inspection authorities for examination, go through prescribed formalities, and may exit upon examination and approval.

**Article 28** Under any of the following circumstances, foreigners shall not be allowed to exit China:

- (1) Are sentenced to criminal punishments, the execution of which are not completed, or suspects or defendants in criminal cases, except those

- who are sentenced and transferred under relevant agreements between China and foreign countries;
- (2) Are involved in unsettled civil cases and are not allowed to exit China upon decision of the people's courts;
  - (3) Are in arrears of paying off labor remuneration and therefore are not allowed to exit by decision of the relevant departments under the State Council or of the people's governments of provinces, autonomous regions or municipalities directly under the Central Government; or
  - (4) Other circumstances in which exit shall not be allowed in accordance with laws or administrative regulations.

## Chapter IV

# Stay and Residence of Foreigners

### Section 1 Stay and Residence

**Article 29** Where the duration of stay specified in a visa held by a foreigner does not exceed 180 days, the holder may stay in China within the duration specified therein.

Where the duration of stay needs to be extended, the visa holder shall file an application with the exit/entry administration of public security organ under the local people's government at or above the county level in the place of his stay seven days prior to the expiry of the duration specified in the visa, and shall submit information of specific application matters in accordance with relevant requirements. If upon examination, the reasons for extension are appropriate and sufficient, such extension shall be granted; if an extension is denied, the foreigner shall leave China on the expiry of the duration.

The accumulated length of extension shall not exceed the original duration of stay specified in the visa.

**Article 30** Where visas held by foreigners specify that foreigners need to apply for residence permits after entry, such foreigners shall, within 30 days from the date of their entry, apply to the exit/entry administrations of public security organs under local people's governments at or above the county level in the proposed places of residence for foreigners' residence permits.



Applicants for foreigners' residence permits shall submit their passports or other international travel documents, as well as relevant information of specific application matters, and provide biometric identification information such as fingerprints. The exit/entry administrations of public security organs shall, within 15 days upon the date of receipt, conduct examination and make a decision thereupon. Based on the purpose of residence, those administrations shall issue the appropriate types of foreigners' residence permits with the duration.

The validity period of a foreigner's work-type residence permit shall be 90 days at the minimum and five years at the maximum; and the validity period of a non-work-type foreigner's residence permit shall be 180 days at the minimum and five years at the maximum.

Article 31 Under any of the following circumstances, a foreigner's residence permit shall not be issued:

- (1) The visa held does not belong to the type for which a foreigner's residence permit should be issued;
- (2) Resorts to fraudulent acts in application;
- (3) Fails to provide relevant supporting materials in accordance with relevant regulations;
- (4) Is not eligible to reside in China because of violation of relevant Chinese laws or administrative regulations; or
- (5) Other circumstances in which the issuing authority considers a foreigner's residence permit should not be issued.

Foreigners with expertise and foreign investors who conform to relevant State regulations or foreigners who need to change their status from stay to residence for humanitarian or other reasons, may undergo the formalities for obtaining foreigner's residence permits upon approval by the exit/entry administrations of public security organs under local people's governments at or above the city with districts.

**Article 32** Foreigners residing in China who apply for the extension of the duration of residence shall, within 30 days prior to the expiry of the validity period on their residence permits, file applications with the exit/entry administrations of public security organs under local people's governments

at or above the county level, and submit relevant information of specific application matters in accordance with relevant requirements. If upon examination, the reasons for extension are appropriate and sufficient, an extension shall be granted; if an extension is denied, the foreigner concerned shall leave China on the expiry of the validity period specified in their residence permits.

**Article 33** The registered items of a foreign residence permit shall include name, sex, date of birth, reason for residence and duration of residence of the holder, date and place of issuance, passport number or other international travel documents number.

Where the registered item in a foreigner's residence permit has changed, the holder shall, within 10 days from the date of change, apply to the exit/entry administration of public security organ under the local people's government at or above the county level in the place of residence for going through the formalities for alteration.

**Article 34** Where visa-exempt foreigners need to stay in China longer than the visa-free period, or foreign seamen and their accompanying family members need to leave the cities where the ports are located, or under other circumstances in which foreigners' stay permits should be applied for, they shall apply for such permits in accordance with relevant regulations.

The maximum validity period of a foreigner's stay permit shall be 180 days.

**Article 35** Where ordinary visas, stay or residence permits held by foreigners need to be reissued due to damage, loss, theft, robbery or other reasons in compliance with relevant State regulations after foreigners enter China, those foreigners shall apply for a reissue with the exit/entry administrations of public security organs under local people's governments at or above the county level in the places of stay or residence in accordance with relevant regulations.

**Article 36** Decisions made by the exit/entry administration of public security organ on rejecting applications for visa extension or reissuance, or on not issuing foreigners' stay or residence permits or not extending the duration of residence shall be final.

**Article 37** Foreigners who stay or reside in China shall not engage in activities not corresponding to the purpose of stay or residence, and shall leave China prior to the expiry of the prescribed duration of stay or residence.

**Article 38** Foreigners having reached the age of 16 who stay or reside in China shall carry with them their passports or other international travel documents, or foreigners' stay or residence permits, and accept the inspection of public security organs.

Foreigners who reside in China shall, within the prescribed time limit, submit foreigners' residence permits to public security organs under local people's governments at or above the county level in the places of residence for examination.

**Article 39** Where foreigners stay in hotels in China, the hotels shall register their accommodation in accordance with the regulations on the public security administration of the hotel industry, and submit foreigners' accommodation registration information to the public security organs in the places where the hotels are located.

For foreigners who reside or stay in domiciles other than hotels, they or the persons who accommodate them shall, within 24 hours after the foreigners' arrival, go through the registration formalities with the public security organs in the places of residence.

**Article 40** For foreign infants born in China, their parents or agents shall, within 60 days after they are born, on the strength of the birth certificates, go through the formalities for stay or residence registration for them with the exit/entry administrations of public security organs under people's governments at or above the county level in the places of their parents' stay or residence.

For foreigners who decease in China, their relatives, guardians or agents shall, in accordance with relevant regulations, on the strength of the death certificates, report their death to the exit/entry administrations of the public security organs under local people's governments at or above the county level to cancel their stay or residence permits.

**Article 41** Foreigners who work in China shall obtain work permits and work-type residence permits in accordance with relevant regulations. No entities or individuals shall employ foreigners who have no work permits or work-type residence permits.

The administrative measures for foreigners working in China shall be stipulated by the State Council.

**Article 42** The competent department of human resources and social security and the competent department in charge of foreign experts affairs under the State Council shall, in conjunction with relevant departments under the State Council, formulate and regularly adjust the guiding catalogue for foreigners working in China based on the needs for economic and social development as well as the supply and demand of human resources.

The competent department of education under the State Council shall, in conjunction with relevant departments under the State Council, establish an administrative system for foreign students working to support their study in China and set forth regulations on the scope of jobs and the limit of work time for such foreign students.

**Article 43** Any of the following acts of foreigners shall be deemed unlawful employment:

- (1) Work in China without obtaining work permits or work-type residence permits in accordance with relevant regulations;
- (2) Work in China beyond the scope prescribed in the work permits; or
- (3) Foreign students work in violation of the regulations on the administration of foreign students working to support their study in China and work beyond the prescribed scope of jobs or prescribed time limit.

**Article 44** On the basis of the need for maintaining national security and public security, public security organs and national security organs may impose restrictions on foreigners and foreign institutions from establishing places of residence or work in certain areas; and may order that established places of residence or work be relocated within a prescribed time limit.

Without approval, foreigners shall not access foreigner-restricted areas.

**Article 45** Entities that employ foreigners or enroll foreign students shall report relevant information to local public security organs in accordance with relevant regulations.

Citizens, legal persons or other organizations who find foreigners illegal enter, reside or work in China shall duly report such matter to the local public security organs.

**Article 46** Foreigners applying for refugee status may, during the screening process, stay in China on the strength of temporary identity certificates issued by public security organs; foreigners who are recognized as refugees may stay or reside in China on the strength of refugee identity certificates issued by public security organs.

## **Section 2 Permanent Residence**

**Article 47** Foreigners who have made remarkable contribution to China's economic and social development or meet other conditions for permanent residence in China may obtain permanent residence status upon application approved by the Ministry of Public Security.

The administrative measures for examination and approval of foreigners' permanent residence in China shall be stipulated by the Ministry of Public Security and the Ministry of Foreign Affairs in conjunction with relevant departments under the State Council.

**Article 48** Foreigners who have obtained permanent residence status may reside or work in China on the strength of permanent residence permits, and exit or enter China on the strength of their passports and permanent residence permits.

**Article 49** Where foreigners fall under any of the following circumstances, the Ministry of Public Security shall decide to cancel their permanent residence status in China:

- (1) Endanger China's national security or interests;
- (2) Are deported;
- (3) Obtain permanent residence status in China by fraudulent acts;
- (4) Fail to reside in China for the prescribed time limit; or

- (5) Other circumstances in which foreigners are not eligible to reside in China permanently.

## Chapter V

### Border Inspection of Transport Vehicles Exiting/Entering China

**Article 50** Transport vehicles that exit or enter China shall be subject to border inspection when leaving or arriving at ports. Border inspection of entering transport vehicles shall be conducted at the first arriving port in China; border inspection of exiting transport vehicles shall be conducted at the last port when they leave China. Under special circumstances, border inspection may be conducted in places designated by competent authorities.

Without the permission of exit/entry border inspection authorities in accordance with prescribed procedures, transport vehicles that exit China shall not embark or disembark passengers, or load and unload goods or articles between exit inspection and exit, and nor shall transport vehicles that enter China do so between entry and entry inspection.

**Article 51** Persons in charge of transport vehicles or agencies handling the exit/entry business for transport vehicles shall, in accordance with relevant regulations, report to the exit/entry border inspection authorities in advance on the entering or exiting transport vehicles' time of arrival at or departure from the port and the places of stay, and truthfully declare information including staff, passengers, goods and articles.

**Article 52** Persons in charge of transport vehicles or agencies handling the exit/entry business for transport vehicles shall provide cooperation in exit/entry border inspection, and shall immediately report any violations of this Law found thereby and give assistance in the investigation and handling of such violations.

Where transport vehicles that enter China carry persons who are not allowed to enter China, the persons in charge of the transport vehicles shall

be responsible for their leaving.

**Article 53** Exit/entry border inspection authorities shall supervise transport vehicles that exit or enter China under any of the following circumstances:

- (1) Between exit border inspection and exit for transport vehicles that exit China, and between entry and entry border inspection for transport vehicles that enter China;
- (2) When foreign ships navigate in China's inland waters; or
- (3) Other circumstances in which supervision is necessary.

**Article 54** Persons who need to embark on or disembark from foreign ships for reasons such as goods loading or unloading, maintenance operations or visit shall apply to exit/entry border inspection authorities for boarding pass.

Where a Chinese ship needs to berth alongside a foreign ship, or a foreign ship needs to berth alongside another foreign ship, the captain or the agency handling the exit/entry business for relevant transport vehicles shall apply to the exit/entry border inspection authority for going through formalities for berth.

**Article 55** Foreign ships and aircrafts shall navigate according to prescribed routes.

Ships and aircrafts that exit or enter China shall not access areas outside the ports open to foreign countries. The aforesaid ships or aircrafts that access such areas due to unforeseeable emergencies or force majeure shall immediately report to the nearest exit/entry border inspection authority or local public security organ, and accept supervision and administration.

**Article 56** Under any of the following circumstances, transport vehicles shall be not allowed to exit or enter China; those that have left ports may be ordered to return:

- (1) Exit or enter China without examination and approval when leaving or arriving at port;
- (2) Change the port of exit or entry without approval;
- (3) Are suspected of carrying persons who are not allowed to exit or enter China and therefore need to be inspected and verified;
- (4) Are suspected of carrying articles endangering national security or

interests or disrupting social or public order and therefore need to be inspected and verified; or

- (5) Other circumstances in which transport vehicles refuse to subject themselves to exit/entry border inspection authorities' administration.

After the circumstances specified in the preceding paragraph disappear, exit/entry border inspection authorities shall immediately release relevant transport vehicles.

**Article 57** Agencies handling the exit/entry business for transport vehicles shall file records with exit/entry border inspection authorities. For agents engaging in such a business, the entities they work for shall file relevant records for them with exit/entry border inspection authorities.

## Chapter VI

### Investigation and Repatriation

**Article 58** Measures for on-the-spot interrogation, continued interrogation, detention for investigation, movement restriction and repatriation prescribed in this Chapter shall be enforced by public security organs under local people's governments at or above the county level or by exit/entry border inspection authorities.

**Article 59** Persons suspected of violating the regulations on exit/entry administration may be interrogated on the spot; upon on-the-spot interrogation, the aforesaid persons may be interrogated in continuation in accordance with the law under any of the following circumstances:

- (1) Are suspected of illegally exiting or entering China;
- (2) Are suspected of assisting others in illegally exiting or entering China;
- (3) Are foreigners suspected of illegally residing or working in China; or
- (4) Are suspected of endangering national security or interests, disrupting social or public order, or engaging in other illegal or criminal activities.

On-the-spot interrogation and continued interrogation shall be conducted in accordance with the procedures prescribed in the People's Police Law of the People's Republic of China.



Where public security organs under local people's governments at or above the county level or exit/entry border inspection authorities need to summon the persons suspected of violating the regulations on exit/entry administration, they shall handle the matter in accordance with the relevant regulations of the Law of the People's Republic of China on Penalties for Administration of Public Security.

**Article 60** Where foreigners involved in any of the circumstances specified in the first paragraph of Article 59 of this Law cannot be cleared of suspicion after on-the-spot interrogation or continued interrogation and therefore need to be further investigated, he may be detained for investigation.

When detaining a foreigner for investigation, the authority concerned shall present a written decision on detention for investigation and shall interrogate the detained foreigner within 24 hours. Where the aforesaid organ finds that a foreigner should not be detained for investigation, it shall immediately release him from detention for investigation.

The period of detention for investigation shall not exceed 30 days; for complicated cases, the period may be extended to 60 days upon approval by the public security organs under the local people's governments at the next higher level or by the exit/entry border inspection authorities at the next higher level. For foreigners whose nationalities and identities are unknown, the period of detention for investigation shall be calculated from the date when their nationalities and identities are found out.

**Article 61** Under any of the following circumstances, detention for investigation is not applicable to foreigners, however, their movements may be restricted:

- (1) Suffer from serious diseases;
- (2) Are pregnant or breast-feeding their own infants under one year of age;
- (3) Are under 16 years of age or have reached the age of 70; or
- (4) Other circumstances in which detention for investigation should not be applied.

Foreigners whose movements are restricted shall subject themselves to investigation as required, and shall not leave the restricted zones without

approval of public security organs. The period of movement restriction shall not exceed 60 days. For foreigners whose nationalities and identities are unknown, the period of movement restriction shall be calculated from the date when their nationalities and identities are found out.

**Article 62** Under any of the following circumstances, foreigners may be repatriated:

- (1) Are ordered to exit China within a prescribed time limit but fail to do so;
- (2) Are involved in circumstances in which they are not allowed to enter China;
- (3) Illegally reside or work in China; or
- (4) Need to be repatriated for violation of this Law or other laws or administrative regulations.

Other overseas personnel who fall under any of the circumstances prescribed in the preceding paragraph may be repatriated in accordance with the law.

Repatriated persons shall not be allowed to enter China for one to five years, calculating from the date of repatriation.

**Article 63** Persons who are detained for investigation or who are to be repatriated upon decision but cannot be repatriated promptly shall be held in custody in detention houses or places of repatriation.

**Article 64** Foreigners dissatisfied with the measure imposed on them in accordance with this Law, such as continued interrogation, detention for investigation, movement restriction or repatriation, may apply for administrative reconsideration in accordance with the law, and the administrative reconsideration decision shall be final.

Where other overseas personnel dissatisfied with the decision of repatriation imposed on them in accordance with this Law apply for administrative reconsideration, the provisions in the preceding paragraph are applicable.

**Article 65** Where persons are not allowed to exit or enter China upon decisions made in accordance with the law, the decision-making authorities

shall duly inform the exit/entry border inspection authorities of such decisions in accordance with relevant regulations; where the circumstances in which the persons are not allowed to exit or enter China disappear, the decision-making authorities shall duly cancel the aforesaid decisions and inform exit/entry border inspection authorities of the cancellation.

**Article 66** On the basis of the need for safeguarding national security and maintaining the order of exit/entry administration, exit/entry border inspection authorities may, when necessary, search the persons entering and exiting the country. Personal Search shall be conducted by two border inspectors who are the same sex as the persons subject to the search.

**Article 67** In such cases that the exit/entry documents such as visas or foreigners' stay or residence permits are damaged, lost or stolen, or that after the issuance of such documents, the holders are found not eligible for being issued such documents, the issuing authorities shall declare the aforesaid documents void.

Exit/entry documents which are forged, altered, obtained by fraudulent means or are declared void by issuing authorities shall be invalid.

Public security organs may cancel or confiscate the exit/entry documents prescribed in the preceding paragraph or used fraudulently by persons other than the specified holders.

**Article 68** Public security organs may seize the transport vehicles used to organize, transport or assist others in illegally exiting or entering China as well as the articles needed as evidence in handling the cases.

Public security organs shall seize banned articles, documents and data involving state secrets, as well as tools used in activities violating the regulations on exit/entry administration, and handle them in accordance with relevant laws or administrative regulations.

**Article 69** The authenticity of exit/entry documents shall be determined by the issuing authorities, the exit/entry border inspection authorities or the exit/entry administrations of public security organs.

## Chapter VII

### Legal Liabilities

**Article 70** Unless otherwise provided for in this Chapter, the administrative penalties prescribed in this Chapter shall be decided by the public security organs under local people's governments at or above the county level or the exit/entry border inspection authorities. Penalties involving the imposition of warnings or fines of not more than RMB 5,000 yuan may be decided by the exit/entry administrations of public security organs under local people's governments at or above the county level.

**Article 71** Persons who commit any of the following acts shall be fined not less than RMB 1,000 yuan but not more than RMB 5,000 yuan; where circumstances are serious, such persons shall be detained for not less than five days but not more ten days and may also be fined not less than RMB 2,000 yuan but not more than RMB 10,000 yuan.

- (1) Exit or enter China with forged, altered or fraudulently obtained exit/entry documents;
- (2) Exit or enter China using others' exit/entry documents;
- (3) Evade exit/entry border inspection; or
- (4) Illegally exit or enter China in any other way.

**Article 72** Persons who assist others in illegally exiting or entering China shall be fined not less than RMB 2,000 yuan but not more than RMB 10,000 yuan; where circumstances are serious, they shall be detained for not less than 10 days but not more than 15 days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan, and the illegal gains, if any, shall be confiscated.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan, with the illegal gains confiscated if there are any; and the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

**Article 73** Persons who obtain exit/entry documents such as visas or

stay or residence permits by resorting to fraudulent acts shall be fined not less than RMB 2,000 yuan but not more than RMB 5,000 yuan; where circumstances are serious, they shall be detained for not less than 10 days but not more than 15 days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan; and the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

**Article 74** Persons who issue written invitations or other application materials to foreigners in violation of this Law shall be fined not less than RMB 5,000 yuan but not more than RMB 10,000 yuan, with the illegal gains confiscated if there are any, and shall also be ordered to bear exit expenses of the invited foreigners.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan, with the illegal gains confiscated if there are any, and shall also be ordered to bear exit expenses of the invited foreigners; the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

**Article 75** Where Chinese citizens are repatriated due to illegally going to other countries or regions after exiting China, exit/entry border inspection authorities shall confiscate their exit/entry documents. Exit/entry document issuing authorities shall refuse to issue new exit/entry documents to such citizens for a period ranging from six months to three years calculating from the date of their repatriation.

**Article 76** Under any of the following circumstances, a warning shall be given, and a fine of not more than RMB 2,000 yuan may also be imposed:

- (1) Foreigners refuse to accept examination of their exit/entry documents by public security organs;

- (2) Foreigners refuse to submit their residence permits for examination;
- (3) Persons concerned fail to go through the formalities for foreigners' birth registration or death declaration in accordance with relevant regulations;
- (4) Foreigners fail to go through the formalities for altering registration in accordance with the relevant regulations when there is any change in the registered items in their residence permits;
- (5) Foreigners in China use others' exit/entry documents; or
- (6) Persons concerned fail to go through registration formalities in accordance with the provisions in the second paragraph of Article 39 of this Law.

Hotels that fail to process accommodation registration for foreigners shall be punished in accordance with the relevant provisions of the Law of the People's Republic of China on Penalties for Administration of Public Security; hotels that fail to submit foreigners' accommodation registration information to public security organs shall be given a warning; where circumstances are serious, such hotels shall be fined not less than RMB 1,000 yuan but not more than RMB 5,000 yuan.

**Article 77** Foreigners accessing foreigner-restricted areas without approval shall be ordered to leave promptly; where circumstances are serious, such foreigners shall be detained for not less than five days but not more than ten days. The text records, audio-visual data, electronic data and other articles illegally obtained thereof by the foreigners shall be confiscated or destroyed, and the tools used for the aforementioned purposes shall be confiscated.

Foreigners or foreign institutions refusing to execute decisions made by public security organs or national security organs ordering them to relocate within a prescribed time limit shall be given a warning and be relocated mandatorily; where circumstances are serious, relevant responsible persons shall be detained for not less than five days but not more than fifteen days.

**Article 78** Foreigners who reside in China illegally shall be given a warning; where circumstances are serious, they shall be imposed with a fine of RMB 500 yuan per day, with a cap of RMB 10,000 yuan in total, or be detained for not less than five days but not more than 15 days.

Where guardians or other persons responsible for guardianship fail to perform the guardian obligation and result in foreigners below 16 years of age residing in China illegally, the said guardians or other obligated persons shall be given a warning and may also be fined not more than RMB 1,000 yuan.

**Article 79** Persons harboring or hiding foreigners who illegally enter or reside in China, or assisting such foreigners in evading inspection, or providing, in violation of the law, exit/entry documents for foreigners who illegally reside in China shall be fined not less than RMB 2,000 yuan but not more than RMB 10,000 yuan; where circumstances are serious, such persons shall be detained for not less than five days but not more than fifteen days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan, with the illegal gains confiscated if there are any.

Entities engaging in any of the acts prescribed in the preceding paragraph shall be fined not less than RMB 10,000 yuan but not more than RMB 50,000 yuan, with the illegal gains confiscated if there are any; and the persons in charge of the entities who are directly responsible and other persons directly responsible shall be punished in accordance with the provisions in the preceding paragraph.

**Article 80** Foreigners who work in China illegally shall be fined not less than RMB 5,000 but not more than RMB 20,000 yuan; where circumstances are serious, they shall be detained for not less than five days but not more than fifteen days and shall also be fined not less than RMB 5,000 yuan but not more than RMB 20,000 yuan.

Persons who introduce jobs to ineligible foreigners shall be fined RMB 5,000 yuan for each job illegally introduced to one foreigner, with a cap of not more than RMB 50,000 yuan in total; and entities that introduce jobs to ineligible foreigners shall be fined RMB 5,000 yuan for each job illegally introduced to one foreigner, with a cap of RMB 100,000 yuan in total; and the illegal gains, if any, shall be confiscated.

Individuals or entities that illegally employ foreigners shall be fined RMB 10,000 yuan for each illegally employed foreigner, with a cap of RMB 100,000 yuan in total; and the illegal gains, if any, shall be confiscated.

**Article 81** Where foreigners engage in activities not corresponding to the purposes of stay or residence, or otherwise violate the laws or regulations of China, which makes them no longer eligible to stay or reside in China, they may be ordered to exit China within a time limit.

Where a foreigner's violation of this Law is serious but does not constitute a crime, the Ministry of Public Security may deport them. The penalty decision made by the Ministry of Public Security shall be final.

Deported foreigners shall not be allowed to enter China within 10 years calculating from the date of deportation.

**Article 82** Under any of the following circumstances, relevant persons shall be given a warning and may also be fined not more than RMB 2,000 yuan:

- (1) Disrupt the administrative order of the restricted zones of ports;
- (2) Foreign seamen or their accompanying family members disembark without going through the formalities for temporary entry; or
- (3) Embark on or disembark from foreign ships without obtaining boarding passes.

Persons who violate Subparagraph (1) of the preceding paragraph may be detained for not less than five days but not more than ten days if the circumstances are serious.

**Article 83** Where transport vehicles fall under any of the following circumstances, the persons in charge of the transport vehicles shall be fined not less than RMB 5,000 yuan but not more than RMB 50,000 yuan:

- (1) Exit or enter China without examination and approval, or change the ports of exit or entry without approval;
- (2) Fail to truthfully declare information of staff, passengers, goods or articles, or refuse to assist in exit/entry border inspection; or
- (3) Embark or disembark passengers, or load or unload goods or articles in violation of the regulations on exit/entry border inspection.

Transport vehicles that exit or enter China carrying persons who are not allowed to exit or enter China shall be fined not less than RMB 5,000 yuan but not more than RMB 10,000 yuan for each aforesaid person carried. Where the persons in charge of the transport vehicles prove that they have



taken reasonable preventative measures, they may be given mitigated penalties or be exempt from penalties.

**Article 84** Where transport vehicles fall under any of the following circumstances, the persons in charge of the transport vehicles shall be fined not less than RMB 2,000 yuan but not more than RMB 20,000 yuan:

- (1) Chinese or foreign ships berth alongside foreign ships without approval;
- (2) Foreign ships or aircrafts fail to navigate according to the prescribed routes in China; or
- (3) Ships and aircrafts that exit or enter China access areas outside the ports open to foreign countries.

**Article 85** Where staff members performing the duty of exit/entry administration commit any of the following acts, they shall be given disciplinary sanctions in accordance with the law:

- (1) In violation of laws or administrative regulations, issue exit/entry documents such as visas or stay or residence permits to foreigners who do not meet the prescribed conditions;
- (2) In violation of laws or administrative regulations, examine and allow the exit or entry of persons or transport vehicles that do not meet the prescribed conditions;
- (3) Divulge personal information gained in exit/entry administration work and infringing the legitimate rights and interests of relevant parties;
- (4) Fail to turn over in accordance with relevant regulations to the State Treasury the fees, fines or illegal gains or property that are collected or confiscated in accordance with the law;
- (5) Privately share, encroach on or misappropriate the funds or articles confiscated or seized or the fees collected; or
- (6) Other failures in performing statutory duties in accordance with the law, such as abuse of power, dereliction of duty, or resorting to malpractice for personal gain.

**Article 86** In the case of violation of regulations on exit/entry administration and that a fine of not more than RMB 500 yuan should be imposed, the exit/entry border inspection authorities may make a penalty decision on the spot.

**Article 87** Persons or entities that are fined for violation of regulations on exit/entry administration shall pay their fines in the designated banks within 15 days from the date of receiving the written decision on penalty. Where it is difficult to collect fines after a fine is imposed because the person or entity subject to penalty has no fixed domicile in the place where the fine is imposed or it is difficult to pay fine to the designated bank at the port, the fine may be collected on the spot.

**Article 88** Where a violation of this Law constitutes a crime, criminal liabilities shall be investigated in accordance with the law.

## Chapter VIII

### Supplementary Provisions

**Article 89** Definitions of the following terms mentioned in this Law:

Exit refers to leaving the Chinese mainland for other countries or regions, for the Hong Kong Special Administrative Region or the Macao Special Administrative Region, or for Taiwan Region.

Entry refers to entering the Chinese mainland from other countries or regions, from the Hong Kong Special Administrative Region or the Macao Special Administrative Region, or from Taiwan Region.

Foreigners refer to persons without Chinese nationality.

**Article 90** Upon approval by the State Council, provinces and autonomous regions bordering on neighboring countries may, in accordance with the boundary administration agreements signed by China with relevant countries, formulate local regulations or local government rules to regulate the association of residents in border areas of the two countries.

**Article 91** Where there are other regulations on the administration of the entry/exit, stay or residence of the members of foreign diplomatic and consular missions in China, or the entry/exit, stay or residence of other foreigners who enjoy diplomatic privileges and immunities, these regulations shall prevail.

**Article 92** Foreigners who apply for exit/entry documents such as visas or foreigner stay or residence permits or apply for document extension or alteration shall pay visa fees or document fees in accordance with relevant regulations.

**Article 93** This Law shall come into force as of July 1, 2013. The Law of the People's Republic of China on the Entry and Exit Administration of Foreigners and the Law of the People's Republic of China on the Entry and Exit Administration of Chinese Citizens shall be annulled simultaneously.