

根据国家留学基金委规定，中国政府奖学金生经学校批准，选择中国境内校外住宿的，可按月或季度获得学校发放的住宿费。

具体申请流程及注意事项请参见《清华大学中国政府奖学金国际学生退宿申请表》。

According to China Scholarship Council regulations, if the host university permits students to live off campus in the Chinese Mainland, the university can provide a monthly/quarterly accommodation allowance.

For application procedures and other information, please refer to the *Tsinghua University Chinese Government Scholarship Dormitory Refund Application Form*

# 清华大学中国政府奖学金国际学生退宿申请表

## *Tsinghua University Chinese Government Scholarship Dormitory Refund Application Form*

申请人填写部分 Filled by Applicant	
学号 Student ID No.	姓名 Full Name
国籍 Nationality	院系 School/Department
电话 Telephone	电子邮件 Email
新住宿地址 New Address	
申请校外住宿理由（中文或者英文）Reason(s) for application (Chinese or English)	
<h3>申请人声明</h3> <p>本人申请退还由学校按照中国政府奖学金学生标准提供的校内公寓，并按标准领取未使用该公寓期间由中国政府奖学金提供的住宿费用补贴。</p> <p>本人承诺在新地址入住后，在 24 小时内当地派出所办理住宿登记手续，并将登记地址告知国际学生学者中心。</p> <h3>Declaration</h3> <p>I hereby apply to surrender my dormitory room provided by the university according to the Chinese Government Scholarship provisions and receive the equivalent accommodation allowance in its stead.</p> <p>I promise that I will register at the local police station within 24 hours of settlement in my new residence and inform the ISSC of my new registered address.</p> <p style="text-align: right;">申请人（签字） Signature of Applicant</p> <p style="text-align: right;">日期 Date of Signature</p>	
紫荆公寓审核人填写部分 Official Use	
国际学生学者中心开始付费日期:	退宿日期:
紫荆公寓审核人意见:	
(签字)	
年 月 日	

# 说明

根据国家留学基金委规定，中国政府奖学金生经学校批准，选择中国境内校外住宿的，可按月或季度获得学校发放的住宿费。

标准为：本科生、硕士研究生（普通进修生）700 元人民币/月；博士研究生（高级进修生）1000 元人民币/月。

## 申请流程

1. 下载《清华大学中国政府奖学金国际学生退宿申请表》。
2. 认真阅读说明后填写表格。
3. 将表格发送邮件至 [offcampusliving@tsinghua.edu.cn](mailto:offcampusliving@tsinghua.edu.cn)，并抄送 [gaopei@tsinghua.edu.cn](mailto:gaopei@tsinghua.edu.cn)
4. 到紫荆公寓 23 号楼国际总台完成退宿手续。

## 注意事项

1. 住宿补贴于每学期初及学期末发放两次，一次补贴 3 个月，其中，实际住宿产生的费用将被扣除。
2. 住宿补贴将通过转账的形式下发到与学生卡关联的中国银行账户上。
3. 如需搬回宿舍，请在以下时间段向国际学生学者中心提出申请并搬入；如在收到住宿补贴后搬回宿舍，请退回相应金额的住宿补贴。

①申请时间段：每年 12 月 31 日前；搬入时间段：每年 1 月 15 日至 3 月 1 日

②申请时间段：每年 6 月 15 日前；搬入时间段：每年 7 月 15 日至 9 月 1 日

## INSTRUCTIONS

According to China Scholarship Council regulations, if the host university permits students to live off campus the Chinese Mainland, the university will provide a monthly/quarterly accommodation allowance. For undergraduate students and master's students (general scholars) the amount is CNY 700 per month. For doctoral students (senior scholars) the amount is CNY 1000 per month.

### Application Procedure

1. Download the *Tsinghua University Chinese Government Scholarship Dormitory Refund Application Form*.
2. Read the instructions thoroughly before filling out the form.
3. Send the form via email to [offcampusliving@tsinghua.edu.cn](mailto:offcampusliving@tsinghua.edu.cn) and CC [gaopei@tsinghua.edu.cn](mailto:gaopei@tsinghua.edu.cn).
4. Complete check-out procedures at the General Service Desk of Zijing Building 23.

### Please note:

1. At Tsinghua University, the accommodation allowance is issued at the beginning and end of every semester in set three-month installments. For any days spent residing in the dormitory within the three-month period, an amount will be deducted from the accommodation allowance.
2. The allowance will be transferred to the Bank of China account which is connected to your student ID.
3. If you need to move back to the dormitory, please inform and apply to the ISSC and move into the dormitory according to the schedule as follows:

① Fall Semester application deadline: 31 Dec each year; Move-in period: 15 Jan–1 Mar each year

② Spring Semester Application deadline: 15 June each year; Move-in period: 15 Jul–1 Sep each year

If you moved back out of the time period and have already received the accommodation allowance, please refund the rest of the allowance to the General Service Desk of Zijing Building 23 accordingly.