

中国政府奖学金生校外住宿领取住宿费补助说明

根据中国政府奖学金生有关管理规定，符合以下要求在校外（中国境内）住宿的中国政府奖学金生发放住宿费补贴。

一、申请流程

1. 中国政府奖学金生完成【申请人填写】部分，签字并发送《清华大学中国政府奖学金国际学生退宿申请表》至 offcampusliving@tsinghua.edu.cn，抄送 gaopei@tsinghua.edu.cn

2. 前往学生社区管理中心总服务台（紫荆学生公寓 23 号楼一层）办理退宿手续。

3. 国际学生学者中心审核并与学生社区管理中心确认退宿信息后，定期为学生发放住宿费补助。

二、注意事项

1. 住宿补贴于每学期初及学期末发放两次，补贴将直接下发放到本人与学生卡关联的中国银行账户。

2. 住宿补贴发放标准：本科生、硕士研究生（普通进修生）700 元/月；博士研究生（高级进修生）1000 元/月。补贴发放时长参考《退宿申请表》的【申请校外住宿时间段】，一次补贴最多不超过 3 个月，超过 3 个月将自动计入下一次补贴发放。实际住宿产生的费用将被扣除。超过申请时长需再次提交申请。

3. 如需搬回宿舍，请在以下【申请时间段】发送邮件至 offcampusliving@tsinghua.edu.cn，抄送 gaopei@tsinghua.edu.cn，告知搬入日期。如收到可以安排宿舍的确认，请在相应的【搬入时间段】搬回：

① 秋季学期【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 春季学期【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 on the Chinese Mainland, the university will provide a monthly/quarterly accommodation allowance.

Application Procedure

1. Please complete the **【To be completed by applicant】** section of the *Tsinghua University Chinese Government Scholarship Dormitory Refund Application Form* and send the form with your signature via email to offcampusliving@tsinghua.edu.cn and CC gaopei@tsinghua.edu.cn.

2. Please complete check-out procedures at the General Service Desk of Zijing Building 23.

3. The ISSC will review your *Application Form* and confirm the move-out date with the General Service Desk. The subsidy will be transferred to the Bank of China account connected to your student ID card.

Please note:

1. At Tsinghua University, the accommodation allowance is issued at the beginning and the end of every semester in set three-month installments. The allowance will be transferred to the Bank of China account which is connected to your student ID card.

2. For undergraduate students and master's students (general scholars), the accommodation allowance amount is CNY 700 per month. For doctoral students (senior scholars), the amount is CNY 1000 per month. For any days spent residing in the dormitory within the set three-month period, a specified amount will be deducted from the accommodation allowance.

3. If you need to move back to the dormitory, please send an email with the desired move-in date to offcampusliving@tsinghua.edu.cn and CC gaopei@tsinghua.edu.cn. After receiving the confirmation for moving back to the dormitory, please move back according to the move-in period 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 Jun. each year; **【Move-in period】** 15 Jul.–1 Sep. each year

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

清华大学中国政府奖学金生校外住宿申请表

Tsinghua University Chinese Government Scholarship Dormitory Refund Application Form

申请人填写 To be completed 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
校外住宿地址 New Address	
申请校外住宿理由 Reason(s) for application	
申请校外住宿时间段 Time period of living off-campus (yyyy-mm-dd to yyyy-mm-dd)	
<h3 style="margin: 0;">申请人声明</h3> <p style="margin: 5px 0;">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 style="margin: 5px 0;">本人承诺入住新地址后,在24小时以内按当地派出所要求办理住宿登记手续,并将登记地址告知国际学生学者中心。</p>	
<h3 style="margin: 0;">Declaration</h3> <p style="margin: 5px 0;">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 style="margin: 5px 0;">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>	
申请人 (签字) Signature of Applicant 日期 Date of Signature	
紫荆公寓审核人填写部分 To be completed by related office	
入住日期:	退宿日期:
紫荆公寓审核人意见:	
<input type="checkbox"/> 该生未入住紫荆学生公寓宿舍。签字_____	
<input type="checkbox"/> 经审核,拟同意该生自_____年____月____日搬离紫荆学生公寓____楼____房间且不再继续在校内学生公寓住宿。签字_____	
_____年____月____日	