



# ACCOMMODATION GUIDE FOR INTERNATIONAL STUDENTS

## 国际学生住宿指南

2018

# TSING HUA

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

### 国际学生学者中心（住宿帮助中心）

INTERNATIONAL STUDENTS & SCHOLARS CENTER  
(ACCOMMODATION HELP CENTER)

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设计制作 潮风教育品牌 www.drafoon.com/u



# 国际学生校内住宿信息

## PART ONE

### 一、国际学生公寓介绍

国际学生公寓位于紫荆公寓 19-23 号楼，公寓房型分为单人间、AB 间和双人间，可容纳 2000 余名国际学生入住。

国际学生公寓的管理按照《清华大学国际学生公寓住宿管理办法》实施,入住公寓的人员均须严格遵守。

#### 国际学生公寓房间信息介绍

楼号	房型	房价（元 / 床位 / 天）	设施	房间面积（单位：m²）
19	单人间	80	房间内单独卫浴间	12（一间）
21/22	单人间	80	房间内单独卫浴间；楼内设有公共厨房；	12（一间）
20	AB 间	80	独立卧室；地砖地面；两人共用卫浴间及小厅；	23（一套）
	单人间	80	房间内单独卫浴间	12（一间）
23	双人间	40	楼层公共卫浴间；楼内设有公共厨房；	12（一间）

以上房间均带有中央空调、电话、网络接口及无线网络等。

#### 各房型房间物品配备介绍

房型	双门衣柜	连桌书架	矮柜	床	单门衣柜	杂品柜	椅子	铁通电话	微波炉	电烧杯
单人间	1	1	1	1	0	0	1	1	0	1
AB 间	0	1	1	1	1	1	1	1	1	1
双人间	1(两人共用)	2	1	2	0	0	2	1	0	1

### 国际学生公寓图



①国际学生公寓建筑群 ②双人间 ③AB 间 ④单人间

### 二、国际学生公寓申请办法

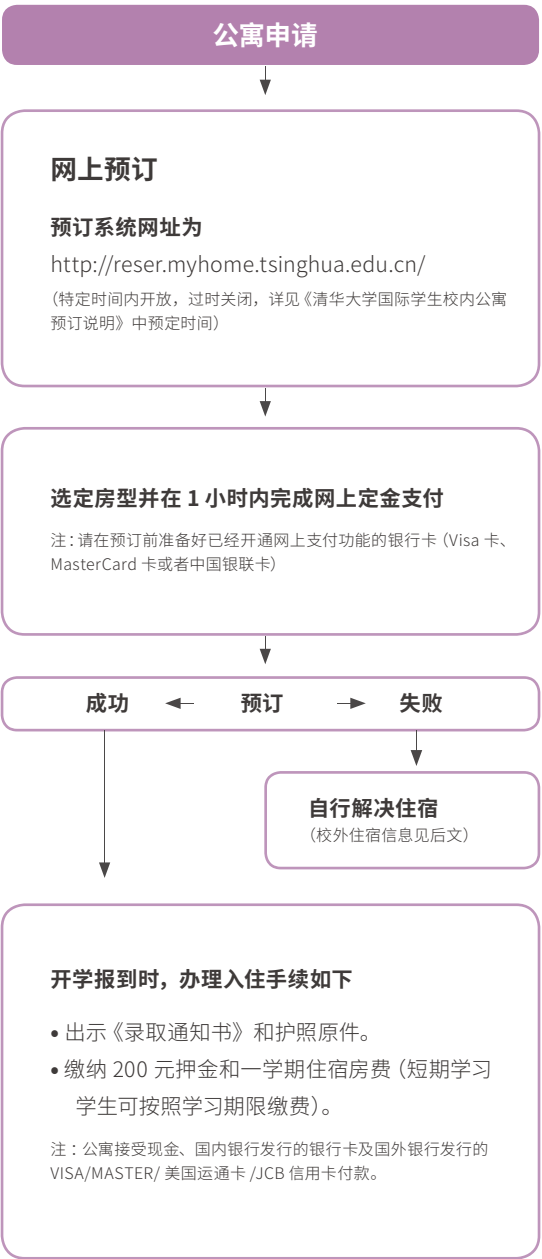
新生：国际学生新生须按照随《录取通知书》寄送的《清华大学国际学生校内公寓预订说明》所规定的时间及要求在网上进行预订（预订系统网址为：<http://reser.myhome.tsinghua.edu.cn/>），详细内容请见《清华大学国际学生校内公寓预订说明》。

成功预定房间并入住国际学生公寓的同学，住宿期限为一年，到期后需退宿并自行联系校外住宿（一般情况下退房时间为 7 月初，具体日期以届时公寓通知为准）。

由于国际学生公寓的床位数量有限，不能满足所有国际学生的公寓住宿需求，因此未预订到公寓的学生需自行安排校外住宿。

老生：请前往网址 <http://hf.myhome.tsinghua.edu.cn> 输入学号及生日登录系统。申请条件中带有 \* 标志的为必填项，其它为选填项，申请成功后会得到自己的申请排名。公寓根据可用房源情况及申请条件不定期匹配房间，申请成功者将收到公寓发出的邮件通知，收到邮件后的 72 小时内需持本人护照原件及房费（现金或刷卡）至紫荆公寓 19 号楼 1 层总服务台领取“住宿确认单”，经国际学生学者中心审批通过后方可办理入住手续，入住公寓。住宿期限为自入住之日起至 2019 年 7 月初，具体退房日期以届时公寓通知为准。

三、国际学生公寓新生申请及入住办理流程



四、国际学生公寓生活相关信息

● **国际学生公寓总服务台**：总服务台位于紫荆 19 号楼一层，负责办理入住、房费缴纳、退宿、换房、临时住宿登记、购买洗衣卡等业务。总服务台的办公时间一般为 7:00 - 23:00 (周末正常上班，春节期间办公时间会另行通知)，电话为 +86-10-51535501。

● **客房服务**：国际学生公寓各楼均设有 24 小时服务台，地点位于各楼地面层，可提供报修、访客登记、邮政信件通知单发放等服务。

各公寓楼服务台联系方式

楼号	办公电话
紫荆 19 号楼	+86-10-51535508/+86-10-51533163
紫荆 20 号楼	+86-10-51535019
紫荆 21 号楼	+86-10-51533548
紫荆 22 号楼	+86-10-51533545
紫荆 23 号楼	+86-10-51533553

● **换房**：每名国际学生住宿期间享有两次换房的机会，申请者可登陆国际学生住宿换房申请系统 (<http://hf.myhome.tsinghua.edu.cn/>) 进行申请 (中国政府奖学金生网上申请前，需先到总服务台办理手续)。在接到房源匹配成功的邮件通知后，请持学生证、护照和房间门卡或房间钥匙至国际学生公寓总服务台办理换房手续，并于 2 小时内搬至新宿舍。

● **退宿**：退宿时，请持《宾客预付费临时收据》、房间门卡或房间钥匙至紫荆 19 号楼一层公寓总服务台办理相关手续。如《宾客预付费临时收据》丢失，请缴费人持护照、房间门卡或钥匙办理退宿手续。退宿手续在当日 14:00 之前办理完毕的，免收当日房费；14:00 - 19:00 办理完毕的将加收半日房费；19:00 以后办理完毕的将加收全日房费。如需在公寓总服务台办公时间外 (23:00- 次日 7:00) 离校，请提前一天办理房间结账手续。

● **临时住宿登记**：在公寓住宿的国际学生，当发生以下情况时，需要持护照到国际学生公寓总服务台办理临时住宿登记：

- 1) 入住公寓；
- 2) 更换新护照或新签证；
- 3) 签证延期；
- 4) 调整宿舍；
- 5) 每次入境后。

● **供应热水时间**：每天 7:00 - 14:00，17:00 - 24:00 供应。

● **中央空调开放时间**：一般为每年 6 月 1 日 -- 9 月 30 日，11 月 15 日 -- 3 月 15 日供应。

● **网络**：支持有线网络及无线网络，有线网络提供端口不提供网线。

**网络账号获取**：本科生及研究生从院系获取，非学位生从教务处获取。

**校园网络服务热线**：62784859、62771940 (每天 08:00-22:00，节假日除外)

**地点**：李兆基大楼东 2 门 A128 室 (上午 08:00-12:00；下午 13:00-17:00，节假日除外)

**校园网账户缴费**：

**自助缴费**：登录网站 (<https://usereg.tsinghua.edu.cn>) →自助缴费→充值

**人工收费服务**：李兆基大楼东 2 门 A128 室 (工作日 13:00 - 16:00)

● **电话**：公寓房间内配有电话，支持公寓内部 (紫荆 19-23 号楼) 免费通话，不可打外线。

● **洗衣卡**：各公寓楼均配备有公共洗衣机，洗衣机分新旧两种，旧洗衣机需使用洗衣卡，新洗衣机支持微信支付。同学可在公寓总服务台购买洗衣卡。洗衣卡售价 35 元 (内含 10 元押金，退卡时可退回) 洗衣 2.5 元 / 次，可使用十次。当旧卡洗衣次数用完后，可凭旧卡免押金换购新卡。退卡时，如有剩余洗衣次数，暂不支持退余额。

● **烘干机**：各公寓楼部分楼层配备有公共烘干机，可使用洗衣卡或微信支付。

● **借用自习室**：自习室只面向本楼内国际学生开放，借用者可持学生证到本楼服务台办理借用手续。借用者需遵守《自习室使用规定》。

● 根据《清华大学国际学生公寓住宿管理办法》规定，经清华大学录取并报到入学的国际学生，具有资格申请入住清华大学国际学生公寓，但因违反学校规定被取消公寓住宿资格者除外。国际学生公寓不能为国际学生的亲友和其他任何人提供住宿。国际学生在公寓居住应当遵守公寓相关管理规定，例如不得在房间使用明火 (包括蜡烛在内)，不得在房间留宿他人等，详见《清华大学国际学生公寓住宿管理办法》。



五、校内其他住宿信息

校内宾馆信息

清华大学甲所

+86-10-62783166  
www.tsinghua.edu.cn/publish/jdzx/641/index.html

清华大学丙所

+86-10-62783166

清华大学近春园

+86-10-62784008  
www.tsinghua.edu.cn/publish/jdzx/638/index.html



六、校内住宿注意事项提醒

增强宿舍安全意识，谨防失窃与火情

遵守公寓管理规定，请勿存放大量现金，学生证、钥匙及贵重物品请随身携带。离开宿舍或在宿舍休息时应锁好门窗，不留宿他人；入楼时防止陌生人尾随进楼，自觉抵制宿舍传销、推销行为，遇此类情况可向本楼服务台或保卫处（联系电话：62782001）举报。宿舍内注意用电安全，不得私接乱拉电线，不得使用违章电器及蜡烛、蚊香等明火，不得吸烟，谨防火灾事故发生；熟悉宿舍楼紧急疏散口和路线，遇到火情及时报警并正确逃生。

电动车在充电、行驶和停放过程中，火灾事故时有发生。因此，根据清华大学建设绿色校园、宁静校园、美丽校园的要求和总体规划，校园内采取了一系列措施严控电动车的使用。包括：电动车电池在学生公寓属于违章电器，不得带入学生公寓，不得在学生公寓内为其充电；学校各实验室、教室、办公场所等公用房内均禁止为电动车电池充电；学校不在校园内设立电动车充电设施。目前，学校正在研究学生住宿区和教学办公区的电动车限行措施。违反学校相关规定的，将依据校规校纪给予严肃处理。因此，倡导全体学生不购买、不使用电动车，共同营造美丽安静的校园环境。

七、常见问题与解答 (FAQ)

01

Q 网上预定公寓房间后，能确定房间号码及楼栋吗？

A 不能确定。新生现场办理入住手续时，方可获知房间号码和楼栋。

02

Q 我预交了一学期的房费，但是会在学期结束前就退房，剩余的房费可以退回吗？

A 住宿满 60 天后可随时申请退房，剩余房费可退回。

03

Q 在网上预订了房间，但是现在想要取消预定，预定房间的押金能退吗？

A 押金不退还。

04

Q 我在预订时选择了错误的入住日期，可以修改吗？

A 不能修改，但是请按照《清华大学国际学生校内公寓预订说明》中写明的最早入住日期之后都可以办理入住手续。

05

Q 怎么能知道我已经订房成功了呢？

A 在订房页面有一个查看订房结果的选项，但是只能在可预订的时间内查看，过时网站将关闭，不能继续查看。

06

Q 我在哪儿办理入住手续？

A 办理入住手续地址是：北京市海淀区清华大学紫荆公寓 19 号楼一层总服务台。  
电话：+86-10-51535501。

07

Q 我已经预定了房间，但是会在总服务台的非工作时间内到达公寓？应该怎么办？

A 请到紫荆公寓 19 号楼找到地面层 24 小时服务台，工作人员会帮助你入住一晚临时休息房间，第二天早上请携带您的行李、护照、录取通知书到 19 号楼一层总服务台办理入住手续，你将得到预约的房间。总服务台办公时间为每天 7:00-23:00。

# 国际学生校外住宿信息

## PART TWO

### 一、校外租房基本流程

#### 1. 查找房源

在正规的房屋中介公司网站上查找房源，建议多联系几家进行比对，选择最适合的房源。

国际学生学者中心不提供任何房源信息。以下为中国国内两家规模较大的房屋中介，提供专业房屋租赁服务，仅供参考。线下有实体店，线上可以下载手机 APP。

#### 链家

网址：<https://bj.lianjia.com/zufang/>



#### 我爱我家

网址：<https://bj.5i5j.com/zufang/>



#### 2. 联系房源经理人

在房源信息处获取房源经理人联系方式。看房前，请房源经理人与房东联系，确认房东是否同意将房屋租赁给国际学生，是否愿意协助国际学生办理《临时住宿登记表》等相关手续。

#### 3. 实地看房

在房源经理人的带领下，查看房屋的实际情况，了解房屋环境，如房间大小、朝向、居住人数、几居室、是否有独立卫生间、是否有厨房、家电配备是否齐全、小区安全是否有保障、周边生活是否方便、可入住日期、租赁日期等，选择最适合自己的房子。

#### 4. 签订合同

与房屋中介公司及房东签订租房合同。

#### 注意

##### 中介费用

一般为一个月房租，但可以与中介沟通协商；

##### 学校附近租房价格参考

整租（一居室）：5000 – 8000 元 / 月；

整租（两居室）：7000 – 10000 元 / 月；

整租（三居室）：8000 – 20000 元 / 月；

整租（四居室及以上）：30000 元以上 / 月；

合租（两居室）：3000-5000 元 / 间 / 月；

合租（三居室）：2000-4500 元 / 间 / 月；

合租（四居室）：2000-4000 元 / 间 / 月；

#### 付费方式参考

中介费用需在第一次付费时交付。房租付费标准一般有以下选择：

- 押一付三，即一次性交付三个月房租，及一个月的租金当作押金；
- 押一付六，即一次性交付六个月房租，及一个月的租金当作押金；
- 押一付十二，即一次性交付一年房租，及一个月的租金当作押金。

选择不同的支付方式，房租价格会有一定优惠，可与房东及房屋中介公司沟通协商。

付费详情请咨询房源经理人。

签订合同前，请务必就房屋中的各项设备设施的交割、水电费网费等支付问题与房东及中介达成一致。

### 5. 办理住宿登记手续

请在签订合同之时起 24 小时内到当地公安派出所办理住宿登记手续。

#### 一般所需材料

##### 如果房东共同前往，所需材料为：

本人护照、有效签证、房屋租赁合同、房东身份证、房屋房产证。

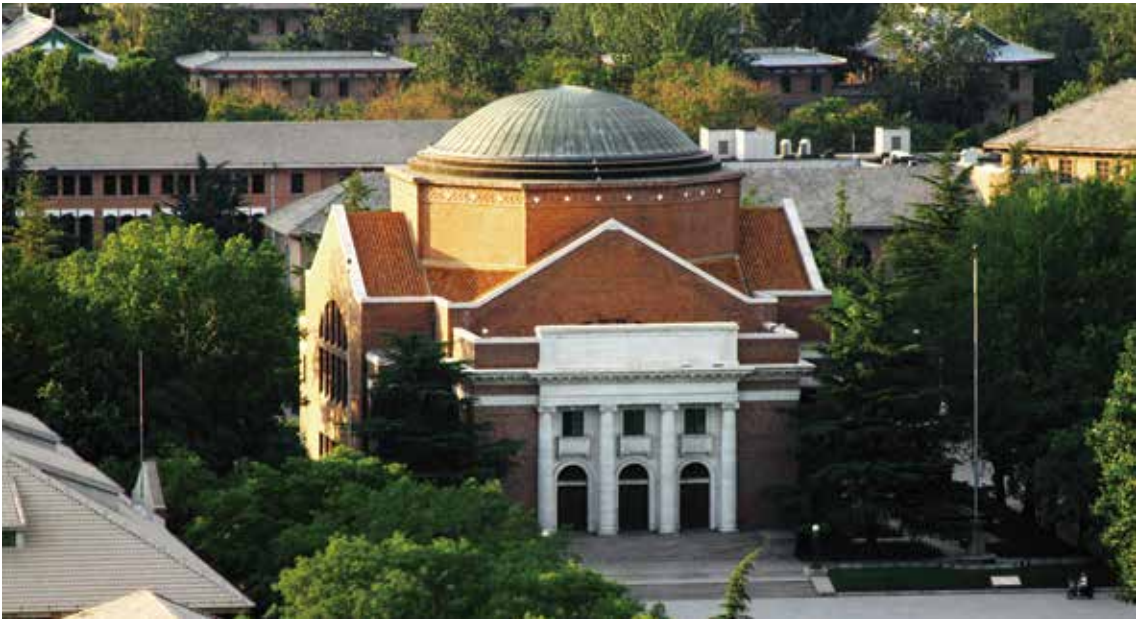
##### 如果房东无法共同前往，所需材料为：

本人护照、有效签证、房屋租赁合同、房东委托书、房东身份证复印件、房东房本复印件。

办理完住宿登记手续之后，请妥善保管《临时住宿登记表》。

### 6. 校内登记住宿

在当地公安派出所办理住宿登记手续后，携带派出所开具的《临时住宿登记表》至国际学生学者中心登记。





二、校外租房签订合同注意事项

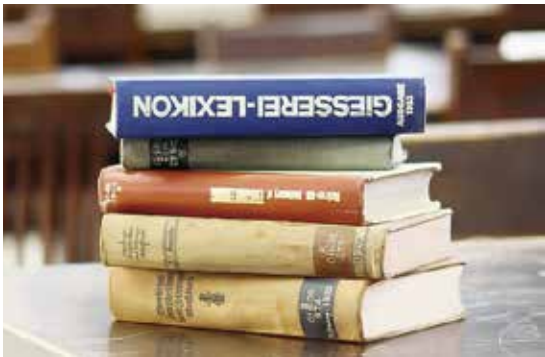
1. 租房合同注意事项

- 1) 一般合同签订方式是一年一签，到期前租房者与房东协商是否可续签。
- 2) 押金在合同到期之后会退还；如果在合同到期之前解约，押金不会退还，具体情况需要跟房东及中介沟通，建议签订合同前与房东及中介达成一致，并在合同中约定条款。
- 3) 请在签订合同同时与房东及中介就解约条款协商一致，以避免解约时引起不必要的纠纷。

2. 租房合同确认信息

请在正式签订合同前，与房东、中介就租赁日期、租赁价格、支付方式、入住日期、租赁房型、签订方式、设备交割、水电网费、税费、燃油暖气费、解约条款、续租条款等问题达成一致，并写进合同中；且应检查房屋内各项设备设施的情况，并与中介确认设备设施的维修或保养责任，避免纠纷。

注意:有些中介会将税费包含在租金里,有些则不会,税费约为全年租金的 5%。签订合同前,请务必与中介沟通清楚。



三、校外租房重要提醒

1. 校外住宿安全提醒

电动车电池充电安全

请尽量避免在房间内给电动车电池充电，以免造成严重的火灾。留意租房附近的消防设备，以便不时之需。给电动车充电时，请务必不要充电过久。在充电完毕后及时拔掉电源，严禁超时充电，否则容易引起电池爆炸或电池过热而发生火灾。由于电动车车速较快、充电不安全等原因，倡导全体学生不购买、不使用电动车。校园内推荐使用自行车作为交通工具，自行车经济、环保、健康，且购买及维修都非常方便。

校外住宿人身及财物安全

请尽量避免夜行回家，校外住宿时请注意人身及财产安全。在进出房子时，确保自己已经锁好门窗，确保人身及财物安全。进入楼道时，要多注意周围环境，防止有陌生人尾随进楼，保护自身安全。

交通工具锁好，避免被盗（有些小区的单位地下有供自行车、电动车停放的位置，可以询问中介）。

电器使用安全

有些房子较为老旧，房子内可承受的供电电压较小，具体情况可以与中介确认，当所需的电压超过负担时，房子的电闸会自动断电，了解情况后，应避免超额使用，避免损坏电器。在购买电器时，应仔细阅读电器的使用须知及安全注意事项，避免电器的错误使用而发生意外事件。

完成烹饪后，应检查是否关好煤气，并定期检查煤气管是否有泄露（如有泄露，没有开煤气时可以闻到煤气味）。



2. 外国人住宿登记手续办理提醒

请在签订合同之时起 24 小时内协同房东到当地公安派出所办理住宿登记手续。房东需携带本人身份证及房产证原件。

护照、签证、学习居留许可及住宿地址等信息变动或更新时，请务必在 24 小时内到当地公安派出所更新《临时住宿登记表》。具体要求如下：

- 1) 更新护照后，请务必在 24 小时之内携带新旧护照到当地公安派出所登记，并办理新的《临时住宿登记表》；
- 2) 更新签证或学习居留许可后，请务必在 24 小时之内携带护照到当地公安派出所登记，并办理新的《临时住宿登记表》；
- 3) 更换新的住宿地址后，请务必在 24 小时之内携带护照到当地公安派出所登记，并办理新的《临时住宿登记表》。
- 4) 每次出境入境后，需携带护照到当地公安派出所登记。

3. 校外住宿相关法律法规提醒

1) 国际学生在校外住宿期间必须遵守中国法律和校纪校规，加强安全防范意识和自我保护意识，确保自身的人身财物安全。

2) 国际学生在校外住宿期间必须按学校要求认真参加各项教学活动和集体活动，不得迟到早退或擅自脱离集体。

3) 国际学生在校外住宿期间变更住宿地址，需在当地派出所登记备案，并在清华大学国际学生学者中心更新信息。

4. 一些好的建议

1) 请定期关注房屋的煤气、水、电及网费的余额。

**煤气** :如果房屋提供煤气，中介公司会给你一张煤气卡，用来充值。

**水费** :每个月有师傅来查水表及收水费，可以付给收费的师傅。

**电费** :一般情况下，中介公司会给你一张充值电费卡，电费一旦用完就会断电，请务必注意电费余额。

2) 刚入境中国大陆没有入住酒店，而是选择临时借宿在朋友家中，请务必于入住当日在就近的公安机关进行住宿登记。不在 24 小时内进行登记的,将违反《中华人民共和国出境入境管理法》，按情形处罚。

3) 在看房之前，请务必找信誉度高的专业中介，且须提前与中介沟通好，确保看中的出租房可以办理外国人临时住宿登记手续。



四、学校周边宾馆信息

周边宾馆信息

三和概念酒店 (参考价格：350-500 元人民币 / 晚)

📍 海淀区双清路 85 号  
☎ +86-10-62340038

北京文津国际酒店  
(参考价格：800-1000 元人民币 / 晚)

📍 海淀区清华科技园  
☎ +86-10-62525566  
🌐 [www.wenjin.com.cn/](http://www.wenjin.com.cn/)

北京红杉假日大酒店  
(参考价格：700-900 元人民币 / 晚)

📍 海淀区双清路 89 号  
☎ +86-10-82398888

北京兰亭汇快捷酒店  
(参考价格：400-600 元人民币 / 晚)

📍 海淀区成府路 35 号  
☎ +86-10-62619296

北京未名国际青年旅舍  
(参考价格：100-200 元人民币 / 晚)

📍 海淀区成府路 150 号  
☎ +86-10-62549667

其它可搜索到宾馆住宿信息的网站：

🌐 [english.ctrip.com/](http://english.ctrip.com/)

主要教学区及校外住宿区分布位置图

附近主要小区

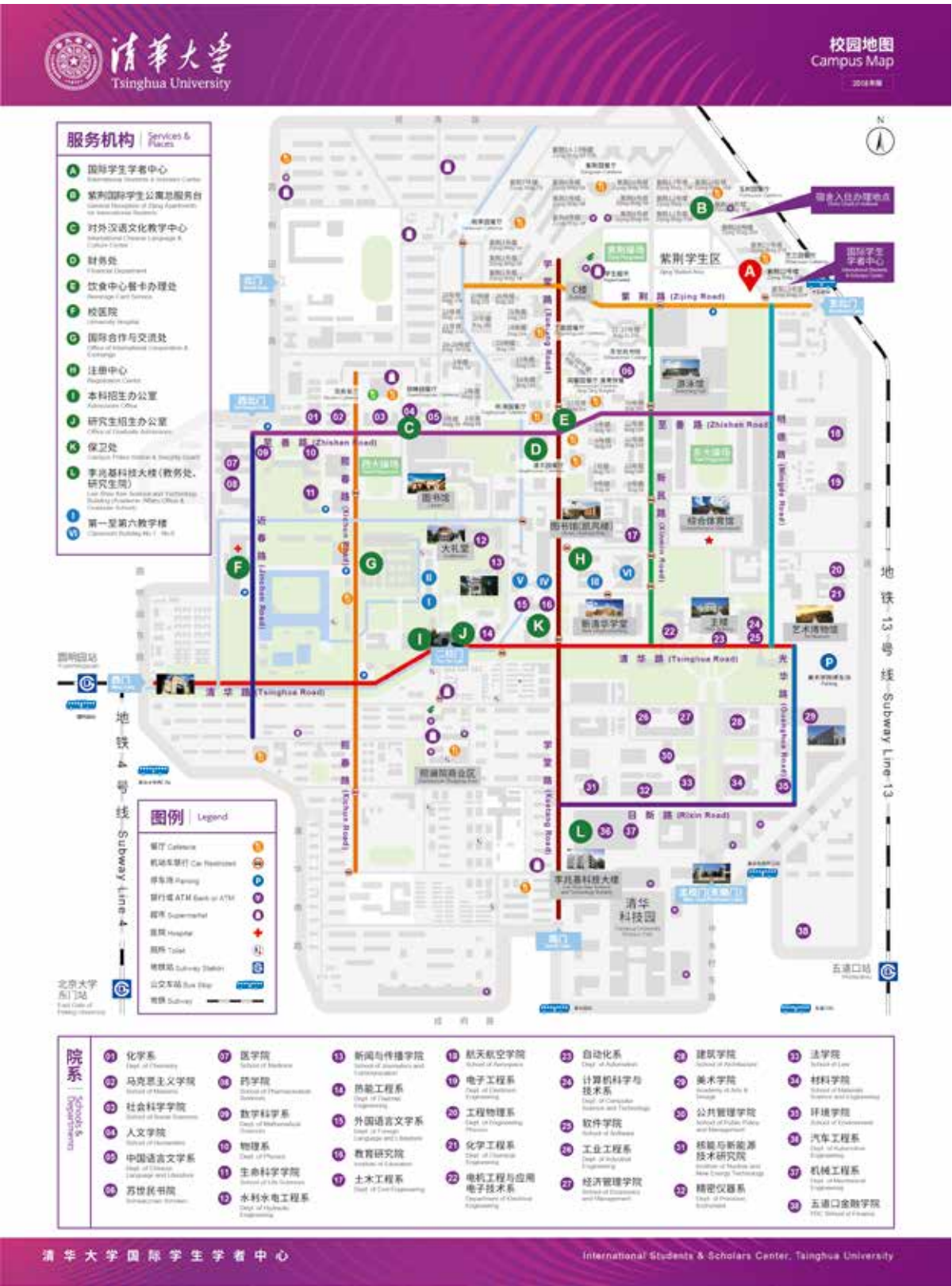


主要宾馆分布位置图





校园教学区分布图



五、住宿帮助中心提供的服务项目

国际学生学者中心咨询服务

国际学生学者中心：

☎ 010-62789388；

✉ [offcampusliving@tsinghua.edu.cn](mailto:offcampusliving@tsinghua.edu.cn)

学伴项目 (Buddy Program)

学伴项目 (Buddy Program) 会为每一位参加该项目的国际学生提供一名学伴，可为国际学生在校外租房过程中提供语言服务。

✉ [ziva.thu+ccc.int@gmail.com](mailto:ziva.thu+ccc.int@gmail.com)

各国联谊会联系方式

• 巴基斯坦联谊会 : [engineer\\_fahad@rocketmail.com](mailto:engineer_fahad@rocketmail.com)

• 美国联谊会 : [dillon.zhou@foxmail.com](mailto:dillon.zhou@foxmail.com)

• 俄语区联谊会 : [thurssa@163.com](mailto:thurssa@163.com)

• 非洲联谊会 : [thuasa2017@outlook.com](mailto:thuasa2017@outlook.com)

• 越南联谊会 : [nguyenductrongktqs@gmail.com](mailto:nguyenductrongktqs@gmail.com)

• 拉丁美洲联谊会 : [thulaso@126.com](mailto:thulaso@126.com)

• 马来西亚联谊会 : [thumsa@outlook.com](mailto:thumsa@outlook.com)

• 日本联谊会 : [15910937316@163.com](mailto:15910937316@163.com)

• 泰国联谊会 : [liukx16@mails.tsinghua.edu.cn](mailto:liukx16@mails.tsinghua.edu.cn)

• 缅甸联谊会 : [2691126090@qq.com](mailto:2691126090@qq.com)

• 印尼联谊会 : [fransisca\\_shen@126.com](mailto:fransisca_shen@126.com)

• 加拿大联谊会 : [13691288617@163.com](mailto:13691288617@163.com)

• 韩国(研究生)联谊会 : [pdk@norma.co.kr](mailto:pdk@norma.co.kr)

• 韩国(本科生)联谊会 : [515101813@qq.com](mailto:515101813@qq.com)







# ACCOMMODATION GUIDE FOR INTERNATIONAL STUDENTS

- INFORMATION REGARDING  
ON-CAMPUS HOUSING
- INFORMATION REGARDING  
OFF-CAMPUS HOUSING



# INFORMATION REGARDING ON-CAMPUS HOUSING

## PART ONE

### I. Introduction to International Student Apartments

The international student residence areas are buildings 19 - 23 of Zijing Apartments. Single, AB, and double rooms are the three different room lay-outs of the apartments that can accommodate up to 2,000 international students at once.

The management of the international student apartments is in accordance with the *Administrative Measures of Accommodation in International Students Apartment of Tsinghua University* which all apartment occupants should strictly abide by.

#### Basic Information on Rooms in International Student Apartments

Building Number	Room Type	Housing Price (RMB/bed/day)	Amenities	Room Size (m <sup>2</sup> )
19	Single	80	Full private bathroom	12 (One Room)
21/22	Single	80	Full private bathroom in the room; building features communal kitchens	12 (One Room)
20	AB	80	Two individual rooms; tile flooring; two people share the full bathroom and the small living room.	23 (Whole Apartment)
	Single	80	Full private bathroom	12 (One Room)
23	Double	40	Communal bathroom and communal kitchen	12 (One Room)

All the above rooms have central air conditioning, telephone, internet access and wireless internet access.

#### Furnishings

Room Type	Double cabinet wardrobe	Desk with book shelf	Short cabinet	Bed	Single cabinet wardrobe	Extra cabinet	Chair	Landline telephone	Microwave	Electric kettle
Single	1	1	1	1	0	0	1	1	0	1
AB	0	1	1	1	1	1	1	1	1	1
Double	1(shared between two people)	2	1	2	0	0	2	1	0	1

### Pictures of the International Student Apartments



① International Student Apartment Complex ② Double Room ③ AB Room ④ Single Room

### II. Application Procedure for International Student Apartments

New students must follow the instructions and time specifications of the *"Instructions for Tsinghua University International Students Dormitory Room Booking Application System"* sent with the Admission Notice while making reservations (the reservation website is <http://reser.myhome.tsinghua.edu.cn/>). Please consult the instructions for more details.

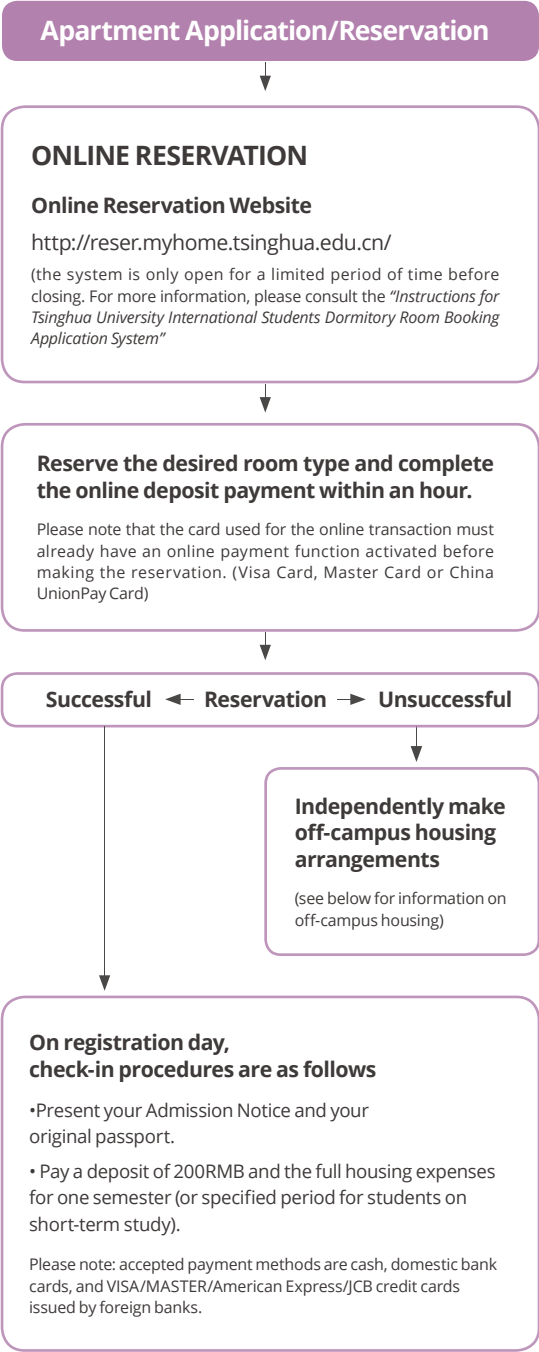
Freshmen who have successfully reserved a room and are moving into the international student apartments are guaranteed housing for one year. After the housing guarantee has expired, students must make arrangements for off-campus accommodations (apartment check-out usually takes place in early July, students will be notified of the specific date).

On-campus housing for international students is limited, therefore not all international students in need of housing can be accommodated. Therefore, students who have not reserved an apartment successfully must arrange for their own off-campus accommodations.

Old students: please go to <http://hf.myhome.tsinghua.edu.cn> and enter your student ID number and birthday to login to the system. In the application, items marked with "\*" are required to be filled in, and the others are optional. After submitting the application, you will get application's ranking number on the waiting list. When room availability matches an application requests from the system (apartments not issued on a set time schedule), the applicant will receive an email notification from apartment management. Within 72 hours of receiving an email notification, please bring your passport and apartment fee (cash or credit card) to the general service desk on floor one of Zijing building #19 to acquire an "accommodation confirmation slip". Bring the slip to the International Students and Scholars Center on floor one of Zijing building #22 to get it approved and begin the check-in process to move in. The period of stay is specified as the move-in date to early July 2019.



III. International Student Apartments Freshmen Application and Check-in Process



IV. International Student Information for Apartment Living

● **International Student Apartments General Desk:** The main service desk is located on floor one of Zijing Apartment Number 19, responsible for check-in, check-out, apartment fee, room change request, registration of temporary residence, and laundry card purchase services. Open hours of the general service desk are generally 7:00-23:00 daily, including weekends (opening hours during Winter Break/Spring Festival will be announced separately). The general service desk's telephone number: +86-10-51535501.

● **Room services:** At each building of the International Student Apartments, the service desk located on the ground floor provides 24-hour services including repair, visitor registration, and postal delivery notifications.

Building Number	Telephone Number
Zijing Building 19	+86-10-51535508/+86-10-51533163
Zijing Building 20	+86-10-51535019
Zijing Building 21	+86-10-51533548
Zijing Building 22	+86-10-51533545
Zijing Building 23	+86-10-51533553

● **Room Change:** Each international student has the opportunity to change rooms twice for the duration of their stay. Applicants can apply for a room change on the online on campus Accommodation and Room Exchange Application System (<http://hf.myhome.tsinghua.edu.cn/>). Chinese Government Scholarship students must notify and complete the necessary procedures at the general service desk of Zijing Building 19 before applying online. After receiving an email confirmation notice, take your student IC card, passport, and room card and/or key to the general service desk to change rooms, and move into your new room within two hours.

● **Check-out:** When checking-out, please take the "Receipt of Temporary Residence" document and room card and/or key to the general service desk of Zijing Building 19 and complete related procedures. If you have lost your "Receipt of Temporary Residence" document, please check-out with your passport and room card

and/or key to continue check-out procedures. If check-out is completed before 14:00 of the same day, the half-day room rate will not be charged. Between 14:00 to 19:00, half-day room rate will be charged. After 19:00, the full-day room rate will be charged. For students leaving school between 23:00 to 7:00 which is outside of operating hours, please complete check-out procedures one day in advance.

● **Registration of Temporary Residence:** If the following circumstances happen to international students living in the Zijing apartments, they need to take their passport to the general service desk to register for temporary accommodation:

- 1) Moving in the apartment;
- 2) changing a new passport or new visa;
- 3) visa extension;
- 4) adjusting the dormitory;
- 5) after each entry.

● **Hot water supply availability:**  
7:00 - 14:00; 17:00 - 24:00 daily.

● **Air conditioning dates of operation:** Generally, the air conditioning systems operate June 1<sup>st</sup> - September 30<sup>th</sup> and November 15<sup>th</sup> - March 15<sup>th</sup> every year.

● **Internet network:** supports wired and wireless internet. The network cable is not provided for wired network connections.

**Acquiring an internet account:** undergraduate and graduate students obtain their internet account from their department of study, and non-degree students can obtain it from the Office of Academic Affairs.

**Campus network service hotline:** 62784859, 62771940 (every day from 8:00 to 22:00, excluding holidays).

**Location:** Room A128, East Gate 2, Lee Shau Kee Building (8:00-12:00; 13:00-17:00, excluding holidays).

**Campus Network Account Payment:**

**Self-service payment:** login to the website (<https://usereg.tsinghua.edu.cn>) → self-service payment → recharge

**In person payment:** Room A128, East Gate 2, Lee Shau Kee Building (weekdays 13:00 - 16:00)

● **Phone use:** each room comes with a phone and supports free calls to buildings within the international student apartments (buildings 19-23).

● **Laundry card:** each apartment building is equipped with public washing machines, old and new. To use the old washing machines, you can buy a laundry card from the general service desk in building 19. The laundry card costs 35 RMB (includes a 10 RMB deposit, which is refundable after return). At 2.5 RMB/wash, you can use the card ten times. You can use the money of the previous card deposit to pay for a new laundry card. Refund of remaining value in laundry cards upon return to the general service desk is currently not supported. The new washing machines support WeChat pay and do not require a laundry card to operate.

● **Dryer:** Each apartment building is equipped with public dryers that are stationed on select floors payable by laundry card or WeChat pay.

● **Using a study room:** study rooms of each apartment building are only open for international students that reside in the respective building. To use a study room, you must bring your student IC card to your building's front desk for borrowing procedures. Borrowing parties must abide by the rules listed on the "Study Room Rules and Terms of Use."

● According to *Administrative Measures of Accommodation in International Students Apartment of Tsinghua University*, students who were accepted and have registered to Tsinghua University have right to apply for on-campus housing in the Zijing International Student Apartments, excluding students who have violated school regulations and are penalized from this right. The International Student Apartments cannot house anyone besides the student living there, including friends or family. International students in apartment living shall comply with all apartment related regulations, for example lighting fires is prohibited (including candles), other persons besides the resident of the room cannot stay overnight, and other rules. See *Administrative Measures of Accommodation in International Students Apartment of Tsinghua University* for more information on rules and regulations.

V. Information About Other Accommodations on Campus

Hotels on Campus

Tsinghua University  
Jiasuo Hotel

+86-10-62783166  
www.tsinghua.edu.cn/  
publish/jdzx/641/index.html

Tsinghua University  
Bingsuo Hotel

+86-10-62783166

Tsinghua University  
Jin Chun Yuan Hotel

+86-10-62784008  
www.tsinghua.edu.cn/  
publish/jdzx/638/index.html

VI. Safety Reminders for Dormitory Life

Dormitory Safety Awareness: Theft and Fire Hazard

Comply by all apartment management regulations. To avoid theft, do not store large amounts of cash in the dorm and carry your student IC card, keys, and valuables on your person. When you are absent from the dorm or are asleep in the dorm, lock the doors and windows, and do not let others stay over at your dorm. Prevent strangers from tailing behind you while entering the building to prevent their entry. Resist pyramid schemes and sales activities in the dorms and report any fraudulent or suspicious activities to the service desk or security office of the building (contact phone number: 62782001). Pay attention to electrical and fire hazards in the dorm: do not pick up random wires, use appliances with inappropriate voltage, mosquito repellent coils, candles, and other open flame. Do not smoke. Be familiar with the fire alarms and knowledgeable of emergency evacuation routes in the building to escape to safety.

In the process of charging, driving, or parking an electric vehicle, fire accidents may occur. Therefore, Tsinghua University adopted a series of strict measures to control the use of electric vehicles to foster a more green, quiet, and beautiful campus environment. Electric vehicle batteries are prohibited from being brought into (much less be recharged at) the student apartments, school laboratories, classrooms, offices, and other public areas. There are no electric vehicle charging facilities set up on campus. The university is currently inspecting student living areas and teaching offices on restriction measures. Violation of these restrictions will be dealt with seriously and according to the university rules and regulations. Therefore, all students are encouraged to avoid the use of electric vehicles and help create a beautiful and peaceful campus environment.



VII. Frequently Asked Questions and Answers

01

**Q** After reserving an apartment room online, is the building and room number also confirmed?

**A** No, it is not confirmed. You will receive your building and room number at on-site check-in.

05

**Q** How can I tell if I have reserved a room successfully?

**A** On the room selection page, there is an option to check the selection outcome, but you can only check the page at a pre-scheduled time, the page expires after a while of activity and after this it is no longer possible to check the selection outcome.

02

**Q** I have paid for a whole semester, but I will be leaving before the end of the semester. Can I get a refund for the rest of my room fee?

**A** After residing for 60 days, you may apply to check-out anytime. The remaining room fee will be refunded to you.

06

**Q** Where do I conduct check-in procedures?

**A** Check-in procedures take place at: Beijing Haidian District Tsinghua University Zijing Student Apartments Building #19 Floor #1 at the General Service Desk. Telephone number: +86-10-51535501.

03

**Q** I have already reserved a room online, but I want to cancel my reservation. Can my reservation deposit be refunded?

**A** The deposit is nonrefundable under these circumstances.

07

**Q** I have already reserved a room, but I will arrive to the apartment outside of the General Service Desk's operating hours, what do I do?

**A** Please go to the 24 hour service front desk on the ground floor of building #19 where someone will be there to assist you in a one-night temporary accommodation room. The following morning take your luggage, passport, and admission letter to the General Service Desk on floor one of building 19 to check-in to your reserved apartment room. The General Service Desk is open from 7:00-23:00 daily.

04

**Q** I chose the wrong arrival date while I was making my online reservation. Can I change it?

**A** No, the date cannot be changed. However, according to the "Tsinghua University International Student On-campus Apartment Reservation Instructions", the date you have chosen indicates the earliest day you can arrive. You can arrive at any time after this date.



# INFORMATION REGARDING OFF-CAMPUS HOUSING

## PART TWO

### I. Basic Procedure for Renting Off-Campus

#### 1. Finding a Rental Property

Look for place of residence on the official website of a formal and reliable real estate company. It is recommended to contact different rental properties to make better comparisons. The International Students and Scholars Center does not provide any information on specific houses outside of campus. The following are two of the most predominant domestic real estate agencies in China that provide professional housing and rental services for your reference. You can visit real estate businesses in-person and mobile real estate apps can be downloaded online.

##### Lianjia

Website: <https://bj.lianjia.com/zufang/>



##### 5i5j

Website: <https://bj.5i5j.com/zufang/>



#### 2. Contacting a Real Estate Agent

Get the contact of the real estate agent of the residences you are interested in from the real estate office. Contact the real estate agent and ask if the landlord agrees to rent the residence to an international student and assist in completing the "Registration Form of Temporary Residence" and other relevant formalities before asking to look at the residence.

#### 3. Touring the Residence

Under the supervision of the real estate agent, take a look at the residence and evaluate its condition, interior, size, relative noise level, number of tenants, number of rooms, if there is a private bathroom, kitchen, complete house utilities, if the neighborhood has safety insurance, if it is convenient to live in the area, when you can move in, duration of the rent contract, and other measures to make the best decision for you.

#### 4. Sign the Lease Contract

Sign the lease contract with the real estate agency and the landlord of the residence.

##### Please note

##### 1.Real estate agent expenses

usually one month's rent but can be negotiated with the agent.

#### 2.Rent price point references of residencies near the university

Whole rent (one bedroom): 5,000-8,000 yuan/month;  
Whole rent (two-bedroom): 7,000-10,000 yuan/month;  
Whole rent (three-bedroom): 8,000-20,000 yuan/month;  
Whole rent (four bedrooms and above): 30,000 yuan / month;  
Shared rent (two-bedroom): 3,000-5,000 yuan/room/ month;  
Shared rent (three-bedroom): 2000-4500 yuan/room/ month;  
Shared rent (four-bedroom): 2000-4000 yuan/room/ month;

#### 3.Reference for payment method

The agency fee must be paid with the first rental payment. There are a few options for standard payment plans:

- One payment per 3 months: make a payment of the deposit (the same cost as one month's rent) and pay for three months' worth of rent.
- One payment per 6 months: make a payment of the deposit (the same cost as one month's rent) and pay for six months' worth of rent.
- One payment per 12 months: make a payment of the deposit (the same cost as one month's rent) and pay for twelve months' worth of rent

Rental prices may have a discount depending on which payment plan you choose to follow. You can communicate with the landlord and the real estate agent.

For more details of payment, please consult the real estate agent.

Before signing the contract, please be sure to agree with the landlord and the real estate agent on the payment of various furnishings and appliances in the house, of water and electricity utilities, and the payment of the network fee.

#### 5. Complete Residence Registration Procedures

Please go to the local police station to register for residency within 24 hours of signing the lease contract.

**In general, you will need to bring the following materials with you to the police station:**

**1.If you are going with your landlord together to the police station:**

bring you passport, valid visa, the lease contract, the landlord's ID card, and the real estate property certificate.

**2.If you are going to the police station alone:**

bring your passport, valid visa, lease contract, the landlord's letter of authorization, copy of the landlord's ID card, copy of the landlord's real estate property certificate.

After completing the registration procedure, the Registration Form for Temporary Residence should be stored well for safekeeping.

#### 6. Registration for On-campus Residence

After the local public security police station handles the residency registration procedures, carry the Registration Form for Temporary Residence issued by the police station to the International Students & Scholars Center for registration.



## II. Precautions for Signing Lease Contracts for Off-Campus Housing

### 1. Points of Caution for the Lease Contract

(1) After signing the contract, it is the general standard that the agreement is effective for one year after signing. Before the contract's expiration, the renter can negotiate with the landlord to renew the contract.

(2) The deposit will be refunded after the contract expires. If the contract is terminated before the contract expires, the deposit will not be refunded. The specific situational context of terminating the contract needs to be discussed with the landlord and the real estate agent. It is recommended that an agreement is met with the landlord and the real estate agent on the terms of the contract before signing.

(3) Please agree with the landlord and the intermediary on the terms of the contract before signing the contract to avoid unnecessary disputes during termination of the contract.

### 2. Lease Contract Confirmation

Communicate clearly with the landlord and the real estate agent the lease date, rental price, payment method, check-in date, type of rental room, signing method, furnishings delivery, utilities fees, tax rates, and termination clauses and renewal clauses of the contract before signing. Make sure that you, the landlord and the real estate agent are all in agreement for any other issues and are written in the contract. Also, check the condition of the furnishings of the property and confirm which party is responsible for repair and maintenance.

Note that some agencies include taxes and fees in the rent, while others do not. In general, Tax is about 5% of the annual rent. Communicate and confirm with the real estate agent.



## III. Important Reminders for Off-Campus Living

### 1. Safety Off-Campus

#### Electric vehicle battery charging safety

Avoid charging electric vehicle batteries inside your room to avoid serious fire. Become familiar with the firefighting equipment near the rental house so that you know where to locate it and use it correctly during an actual emergency. When charging an electric vehicle, be sure not to charge it for too long. Unplug after charging is completed, as it is forbidden to charge over time due to high risk of overheating and explosion. All students are discouraged from the buying or using of electric vehicles because of its high speeds and battery safety risks. Bicycles are the recommended on-campus vehicle. Bicycles are economical, environmentally friendly, healthy, and are easy to purchase and maintain.

#### Personal Safety and Property Security

Please try to avoid going home at night. Please pay attention to personal and property safety when you are staying off-campus. Make sure you have locked the doors and windows to ensure personal and property safety before leaving home. When entering an alleyway, be vigilant of your surroundings to prevent strangers from entering locked buildings and always be ready to protect yourself.

Lock your vehicle to prevent theft (some communities have bicycle and electric vehicles parking units, you can ask the intermediary).

#### Electrical Appliances

Some buildings are relatively old, and the voltage tolerance in the building is low. Exact figures can be confirmed with the intermediary. When voltage output exceeds the limit, the building's electric break will automatically activate and cut off electricity. After assessing the situation, avoid excessive use of electricity to avoid further damage to electrical appliances. When purchasing electrical appliances, read the electrical instructions and safety precautions in detail to avoid accidents caused by incorrect use of electrical appliances.

After cooking, check if the gas has been turned off, and check the gas pipe regularly for leaks (if there is a leak, you will be able to smell the gas even when it is not on).

## 2. Registration Procedures for Foreigners' Accommodation

Please cooperate with your landlord to go to the local police station and complete registration for accommodation within 24 hours of signing the lease contract. The landlord is required to bring his ID card and the original real estate certificate.

When changing or updating information such as passport, visa, student residence permit and accommodation address, please be sure to update the same information on the *Registration Form of Temporary Residence* and submit it to the local police station within 24 hours of change. Specific circumstances are as follows:

(1) After updating your passport, please be sure to bring your old and new passports to the local police station within 24 hours, and apply for a new *Registration Form of Temporary Residence*;

(2) After updating your visa or student residence permit, please be sure to bring your passport to the local police station within 24 hours and apply for a new *Registration Form of Temporary Residence*;

(3) After updating your residential address, please be sure to bring your passport to the local police station within 24 hours and apply for a new *Registration Form of Temporary Residence*.

(4) After you leave mainland China and enter again, please go to the local police station to register.

## 3. Reminders Related to Laws and Regulations for Off-Campus Housing

(1) International Students living off-campus must abide by Chinese law and the university's rules and regulations to strengthen their awareness of safety, self-protection, and personal and property security.

(2) Off-campus students must have active participation in the university's collective activities and events. Tardiness, leaving early, or self-separation from said occasions is not accepted.

(3) International students who have changed their address during off-campus stay must update their information at the local police station and with the International Students & Scholars Center of Tsinghua University.



## 4. Some Suggestions

(1) Please pay attention to the balance of gas, water, electricity and internet network fees regularly.

**Gas:** If the house provides gas, the real estate company will give you a gas recharge card.

**Water:** Every month, a utilities worker will come check the water meter and collect the water bill.

**Electricity:** Under normal circumstances, the real estate company will give you a recharge card. Once the electricity bill is used up, the power will be cut off, so pay attention to your electricity bill balance.

(2) If you have just arrived to China and choose to temporarily stay at a friend's home instead of a hotel, please be sure to register at the nearest local police station upon the same day of your arrival. Those who fail to register within 24 hours of entry will be in violation of the law of the "People's Republic of China on Exit and Entry Administration" and will face consequences based on the situation.

(3) Before looking for a residence, please be sure to find a professional real estate agent with high credibility and communicate with the agent in advance to ensure that the rented property can be registered for foreigners.





IV. Information on Hotels Nearby

Nearby Hotels

**Sanhe Concept Hotel**  
(Reference Price: 350-500 RMB/night)

- No. 85, Shuangqing Road, Haidian District
- +86-10-62340038

**Beijing Wenjin International Hotel**  
(Reference Price: 800-1000 RMB/night)

- Qinghua Science and Technology Park, Haidian District
- +86-10-62525566
- www.wenjin.com.cn/

**Holiday Inn Beijing Haidian**  
(Reference Price: 700-900 RMB/night)

- No. 89, Shuangqing Road, Haidian District
- +86-10-82398888

**Beijing Lanting Hui Express Hotel**  
(Reference Price: 400-600 RMB/night)

- No. 35 Chengfu Road, Haidian District
- +86-10-62619296

**Beijing Weiming International Youth Hostel**  
(Reference Price: 100-200 RMB/night)

- 150 Chengfu Road, Haidian District
- +86-10-62549667

Websites to search for hotel accommodation information:

- english.ctrip.com/

Map of the main teaching areas and off-campus residential areas

Main neighborhoods nearby

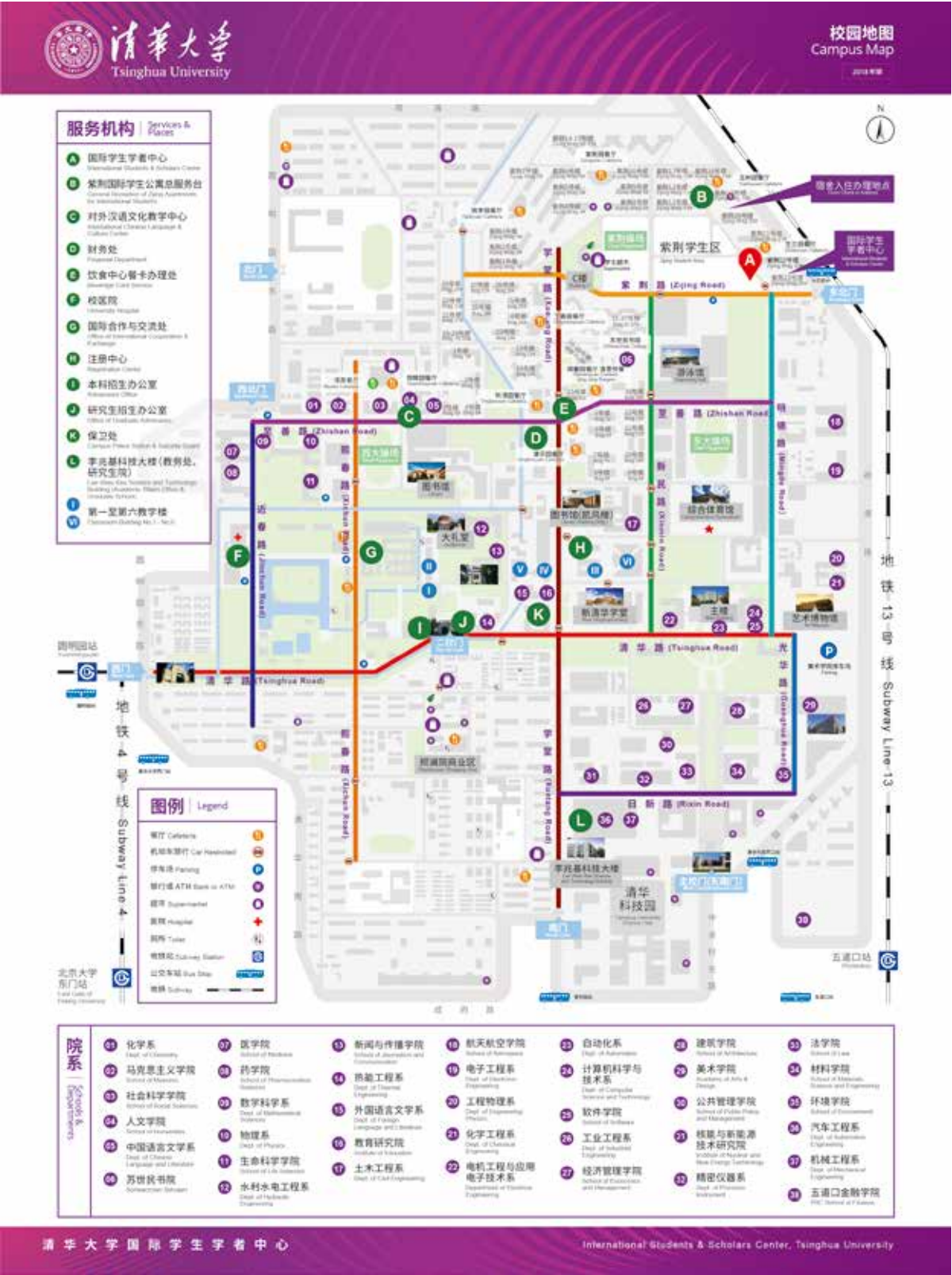


Distribution map of major hotels





Distribution map of the campus teaching areas



V. Services Provided by the Accommodation Help Center

International Students and Scholars Center consultation services

International Students & Scholars Center:

- 010-62789388;
- offcampusliving@tsinghua.edu.cn

Buddy Program

The Buddy Program provides a buddy for every international student who participates in the program, who can help international students with language communication in the process of finding off-campus housing.

ziva.thu+ccc.int@gmail.com

Contact information of national student associations:

- Pakistan Student Association:** engineer\_fahad@rocketmail.com
- American Student Association:** dillon.zhou@foxmail.com
- Russian Language Association:** thurssa@163.com
- African Student Association:** thuasa2017@outlook.com
- Vietnam Student Association:** nguyenductrongkts@gmail.com
- Latin American Student Organization:** thulasa@126.com
- Malaysian Student Association:** thumsa@outlook.com
- Japan Student Association:** 15910937316@163.com
- Thailand Student Association:** liukx16@mails.tsinghua.edu.cn
- Myanmar Student Association:** 2691126090@qq.com
- Indonesian Student Association:** fransisca\_shen@126.com
- Canadian Student Association:** 13691288617@163.com
- Korea (Graduate) Student Association:** pdk@norma.co.kr
- Korea (Undergraduate) Student Association:** 515101813@qq.com

