关于校外住宿安全的告知书

为进一步加强对校外住宿学生的安全管理，请务必遵守以下规定：

1. 在校外住宿的留学生，须在入住24小时内携带护照、租赁合同等材料至居住地所辖派出所申报住宿登记。
2. 申报住宿登记后须到办公室确认住宿信息。
3. 一旦住宿地址变更须及时向办公室提交新的住宿信息。
4. 在校外住宿期间，请务必遵守相关的法律规定和小区的规章制度，注意人身、财产安全。在校外或往返学校途中发生的一切安全事故责任完全由本人承担。

以上信息请仔细阅读并签名确认。感谢您的配合！

签名：

联系电话：

日期：

居住地址：

**Remind to off-Campus Accommodation Students**

In order to strengthen the management of off-campus residence students, please be sure to comply with the following provisions:

1. International students who live off-campus (hereinafter Students) must declare accommodation registration to the local police station within 24 hours, carrying related materials such as passport, rent contract etc.

2. Students should report accommodation information to International Students Affairs Office, and submit the copy of accommodation registration form from the local police station.

3. Once the residence address changes, please inform International Students Affairs Office and submit the new accommodation registration form in time.

4. When live off-campus, be sure to comply with the relevant laws including the community’s rules and regulations. Pay much attention to personal safety and property safety. Students should be entirely responsible for any accident happens off campus or on the way back and forth to university.

Please read carefully the above information and confirm by signature. Thank you for your cooperation!

Signature:

Telephone Number:

Date:

Residential Address: