**西安外国语大学留学生住宿预定申请表**

**Application Form for Room Reservation at XISU**

**ID:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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| **房间类型及价格****Room and Price** | 西外宾馆2人间_副本 40元/天/床XISU Hotel2人间_副本 40RMB/night/bed | 专家楼2人间_副本298元/天/间Experts building Double Room280RMB/night/room2人间_副本278元/天/间Single Room278RMB/night/room | 2号公寓3人间_副本1200元/人/学期No.2 Residence Hall3人间_副本1200RMB/semester/person2人间_副本1800元/人/学期No.2 Residence Hall2人间_副本1800RMB/semester/person |
| **押金****Deposit** | 西外宾馆/专家楼200元/人XISU Hotel/Experts building：200RMB/person | 2号公寓1000元/人No.2 Residence Hall: 1000RMB/person |
| **英文姓名****Passport Name** |  | **护照号码****Passport No.** |  | **性别****Gender** |  |
| **中文姓名****Chinese Name** |  | **国籍****Nationality** |  |
| **入住时间****Check-in Date** |  *mm-dd-yyyy*:  |
| **离宿时间****Check-out Date** |  *mm-dd-yyyy*:  |

1. 宿舍为留学生公寓2号楼。

We provide students with No.2 International Student Residence Hall.

1. 房费按学习时间一次性**现金支付**，中途退房者房费均不退还。

Students need to pay the full dorm fee at one time **in cash** and can not get refund if leaving before check-out date.

3、 退房时需先检查房间内物品是否遗失、破损。

Please check whether the goods in the room are lost or damaged before checking out.

4、2号学生公寓需办理校园卡，首次办卡100元，含工本费13元，卡内余额87元。离校时可退卡，余额返还（工本费不予退还）。

Students who live in No.2 International Student Residence Hall need to buy camups card first. 100 RMB for first time of running a card including 13RMB for issuing fee with 87 RMB left. The refunds of Campus card will be returned excluding issuing fee when leaving school.

5、2号学生公寓使用空调需办理电卡，首次办卡100元，为196度电，空调耗电约1度/小时。

Students who live in No.2 International Student Residence Hall need to buy electricity card first, if they want to use Air conditioner. 100 RMB for first time of running a card(196 kwh). Air conditioner consumes about 1 kwh / hour.

★**学生需在入住前20天将宿舍申请表发邮件至iso\_xisu@163.com** , **收到申请后会统一安排宿舍，在项目开始前告知办理入住手续地点及住宿地点。**

**The students need to email the form to iso\_xisu@163.com** , **We will inform the students about the dorm location and check in procedure before the program starts.**