

浙江大学国际联合学院（海宁国际校区） 书院间住宿调整实施办法 （暂行）

浙江大学国际联合学院（海宁国际校区）书院，（以下简称“书院”），允许住宿学生申请在书院间调整宿舍。为规范书院间住宿调整的相关程序，根据书院住宿管理规定，制定本办法。

一、书院间住宿调整原则

1. 拟调入书院宿舍资源有富余，且完成住宿调整后各书院住宿学生人数差额不超过 5%（以人数较少的书院为基数）。

2. 住宿学生在完成书院间住宿调整后，将不再享有仅限原住宿书院内享受的公共资源、公共设施、权益、服务、机会等。

3. 住宿学生每学年仅有一次住宿调整机会，包括书院间及书院内调整。当学生的住宿调整申请经拟调入书院批准后，视为此次住宿调整生效。校区书院统一实施的住宿调整方案不影响住宿学生每学年一次的住宿调整机会。

二、申请条件

1. 在书院住宿已满一学年及以上的住宿学生可以申请在书院间调整宿舍。

2. 申请人须符合拟入住书院住宿管理规定中列明的申

请入住条件。

三、 申请时间

住宿学生于每学年结束前两周内可以提交申请。

四、 住宿调整程序

1. 住宿学生填写《浙江大学国际联合学院（海宁国际校区）书院间住宿调整申请表》，由原单元的单元代表审核申请理由并签字同意调出。

2. 住宿学生如有意向调入单元，可在申请表中写明意向，拟调入书院在不违背整体住宿编排原则的前提下尽量考虑学生意向。

3. 住宿学生将纸质申请表交到原住宿书院办公室，由原住宿书院办公室负责审批。

4. 学生申请书院间住宿调整期限截止后，由原住宿书院统一将符合条件的调整申请报给拟调入书院。

5. 拟调入书院完成申请审批后，将于暑期统一为申请学生安排住宿。

6. 书院间住宿调整申请程序完成后，学生可于下一学年开学后一周内入住拟调入书院，入住程序参见书院住宿管理规定。具体入住手续办理及要求详见每学年开学前书院网站通知。

浙江大学国际联合学院（海宁国际校区）书院

二〇一九年九月

Provisions of Accommodation Adjustment between Residential Colleges International Campus Zhejiang University (Interim)

Residential students are allowed to apply for accommodation adjustment between residential colleges of International Campus, Zhejiang University. This provision is established in accordance with the policies and regulations of Residential College. It is to regulate the conducts of accommodation adjustment.

I. Principles of Accommodation Adjustment between Residential Colleges

- a) Residential students can apply for accommodation adjustment between residential colleges on the condition of abundant accommodation resources and the difference between the number of residential students for each residential college not exceeding 5% (based on minimum number of residential students) after the accommodation adjustment is accomplished.
- b) Public resources, facilities, rights, services and opportunities, are limited to residential students of specified Residential College. Residential students are not allowed to have access to the resources of original Residential College after the accommodation adjustment is accomplished.
- c) Each residential student has only one chance each academic year

to adjust accommodation including inter-college and intra-college. Upon approval of new Residential College, accommodation adjustment comes into effect. The collective relocation conducted by Residential College is not in conflict with the regular accommodation adjustment opportunity.

II. Requirement of Applicants

- a) Residential students who has lived in Residential College for over an academic year can apply accommodation adjustment between residential colleges.
- b) Applicants must be in accordance with the requirements indicated in policies and regulations of new Residential College.

III. Application and Relocation Time

Residential students shall apply within two weeks before the end of each academic year.

IV. Procedures of Accommodation Adjustment

- a) *Application for Accommodation Adjustment between Residential Colleges International Campus Zhejiang University* needs to be filled by applicant. Unit representatives of original units need to verify the reasons and sign the application to approve it.
- b) If residential students have preference for accommodation unit, residential students may indicate their intentions in the application form. New Residential College will take the intentions into

consideration as far as possible if they are not in violation with the principles of overall accommodation arrangement.

- c) A hard copy of the application needs to be submitted to administration office of original Residential College. Original Residential College is responsible for examination and approval.
- d) After the deadline of application, all the eligible applications will be transferred to new Residential College by original Residential College.
- e) Upon approval of new Residential College, new dormitories will be arranged for approved applicants during summer.
- f) Applicants shall finish all the check-in procedures at new Residential College within a week after registration of new academic year. The details will be released on Residential College official website before registration of each academic year.

Residential College

International Campus Zhejiang University

September, 2019