



**University of
Nottingham**

UK | CHINA | MALAYSIA

Student Accommodation Handbook





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I. Preface

Dear Student,

Welcome to the University of Nottingham Ningbo China (UNNC)!

Though we come from diverse corners of the world, shared values and aspirations unite us as one inclusive, vibrant campus family. Here, you will find peers who inspire your academic journey, faculty and staff who nurture your growth, and our dedicated team at the Logistics Affairs Centre—committed to supporting you with professionalism and care.

Your well-being and satisfaction are our highest priorities. With unwavering dedication and attention to detail, we strive to provide a safe, comfortable, and conducive living environment—where you can settle in with confidence and focus fully on your studies. Each residence hall is staffed with Resident Assistants and Life Tutors, ready to assist you anytime.

A great residence community is not built by policy alone—it grows through mutual respect, shared responsibility, collaborative action, and genuine care. We believe that, together—with your active participation and our continuous improvement—we can foster a harmonious, secure, and supportive residential experience.

To help you navigate campus life smoothly, this Accommodation Handbook (2026 Edition) outlines key policies, services, and resources—all designed with you in mind.

While our accommodation services continue to evolve, we welcome your feedback wholeheartedly. Please share suggestions or concerns via email: LAC@nottingham.edu.cn. Every message is read, every concern addressed promptly and thoughtfully.

We are here—for you, every step of the way.

Wishing you a joyful, fulfilling, and successful academic journey at UNNC.

Logistics Affairs Centre

University of Nottingham Ningbo China



II. One-Stop Service Centres

The university currently operates two One-Stop Service Centres-one located on campus, and the other located at the off-campus accommodation-HOLA International Community, approximately 15-minute drive from the campus.

Residential Hub (On-campus):

Located on the west block of the first floor of Building15 Student Dormitory (adjacent to Fountain Square and the Campus Police Centre), it provides community services (including accommodation, IT, finance, facilities, and campus security) to staff and students.

Service Scope:

- ★ Accommodation Services: Handling and consulting on all accommodation-related matters (e.g., check-in, renewal, or policy inquiries).
- ★ Finance Services: Accommodation fee settlement, campus card top-up, and utility fee refunds.
- ★ Facilities Services: Maintenance, repair and cleaning services.
- ★ Security Services: Surveillance footage inquiry, parking permit application, handling of campus vehicle violations (parking or speeding), drone registration, etc.
- ★ Network Services: Provision of the “UNNC-Living” network for student dormitories.
- ★ Self-Service: Access to campus card activation devices, printers, and copiers.

Contact Information:

- ★ Operating Hours: Monday to Friday, 8:30-11:30 and 12:30-17:00
- ★ Accommodation Services: Accommodation@nottingham.edu.cn, 0574-88180820 / 88180811
- ★ Network Services: SRNS@nottingham.edu.cn, 0574-88180997
- ★ Security Services: SSO@nottingham.edu.cn, 0574-88180078

Welcome Point (Off-campus, HOLA International Community)

Located on the first floor of Building 4, HOLA, it provides services (including accommodation services, facilities maintenance, security support and shuttle service) to staff and students.

Contact Information:

- ★ Operating Hours: Monday to Friday, 8:30-12:00 and 13:00-17:00
- ★ Accommodation Services: HOLA@nottingham.edu.cn, 0574-88180608

★ Self-Service Facilities: Printers and photocopiers

★ 24-Hour Emergency Hotline: 0574-88180611

Note: Service hours may be adjusted during university winter / summer breaks and public holidays. Please refer to official announcements from LAC for updated schedules.

III. Accommodation Services

1. Student Accommodation Management System

★ Website: <https://accommodation.nottingham.edu.cn>

★ Select UNNC Account (Single sign-on), log in with your student account and password; For the first log-in, you must also tick the box stating: "I have read and agreed with all terms and conditions in the *UNNC Student Accommodation Agreement*, *UNNC Privacy Statement*, and the *UNNC Consent Form for Collecting and Processing Personal Information in Accommodation Management System*."

2. Check-in

2.1 Check-in Rules

- ★ Full-time students who meet the accommodation eligibility criteria must settle the full accommodation fee within the designated timeframe to obtain accommodation eligibility. Accommodation fees are charged on an academic year basis; the applicable rates are detailed in the *UNNC Student Residence Fee Schedule*.
- ★ Residents must comply with all regulations governing student residences and sign the UNNC Student Residence Agreement.
- ★ Residents must occupy the assigned dormitory building, room, and bed space as specified in their official accommodation assignment. They are prohibited from changing rooms or beds without authorisation, or from occupying, subletting, or lending any bed in any form. All unoccupied beds in student residences are public university resources managed centrally; the University reserves the right to make dynamic adjustments to bed assignments in accordance with its accommodation policies and actual housing availability, and residents shall cooperate accordingly.
- ★ Upon check-in, residents must carefully inspect the condition of all university-provided facilities against the official Facility Inventory List. Failure to submit feedback on the same day of check-in will be taken as confirmation that all facilities are in good condition. Should any items be missing or damaged at check-out, residents shall compensate at the original replacement cost listed in the Inventory List.
- ★ Full-time undergraduate students currently registered at UNNC are, in principle, required to reside in university-managed student accommodation. Postgraduate (Master's / PhD)

students may live off-campus (self-arranged) after completing the Application via the Accommodation Management System. Students who have legitimate special reasons for off-campus accommodation must submit their application via the Accommodation Management System during designated periods:

- ☆ New students: Within one week of official registration.
- ☆ Returning students: May or December annually.
- ☆ Mid-semester check-outs are generally not permitted. Please refer to the UNNC Off-Campus Accommodation Management Policy for details.
- ★ Students requiring extended accommodation due to prolonged academic registration must submit relevant proof issued by ASO and apply via the One-Stop Service Centre (Residential Hub) in person with their campus card to process the extension. The accommodation fee standard is specified in the *UNNC Student Residence Fee Schedule*.
- ★ Accommodation is, in principle, not provided during winter and summer vacations. Students wishing to stay on campus during these periods-for university-arranged academic activities such as research projects, academic competitions, or examinations-must apply in accordance with official notices issued by the University and LAC.
- ★ Students who exceed the maximum duration of study will no longer be allocated university accommodation. For full-time PhD students, the maximum accommodation period is three years.
- ★ Students returning from suspension (reinstatement) who wish to apply for on-campus accommodation must submit academic reinstatement documents from ASO and visit the One-Stop Service Centre (Residential Hub) in person with their campus card to submit the application.
- ★ Students who miss the unified room-selection period may submit a late-booking accommodation application in-person. Room allocation is subject to housing availability.

2.2 Late-booking Accommodation Check-in

- ★ Eligibility: Registered full-time students with an active enrollment status.
- ★ Application Period: From the start of the semester to the beginning of the last teaching week (per the academic calendar).
- ★ Application Steps:
 - ☆ Submit Application: Students must submit their ad-hoc accommodation application **in person** at the One-Stop Service Centre (Residential Hub), presenting their valid campus card.
 - ☆ Dorm Selection: The university will provide up to 3 available beds based on the students' enrollment type. For on-site inspections, consult the front desk of the relevant dormitory building in person.
 - ☆ Payment & Check-In: Upon confirming a bed option, students must settle the accommodation fee via the Accommodation Management System (online payment supported); alternatively, payment may be processed with staff assistance at the One-

Stop Service Centre. After successful payment, students may proceed to the front desk of the assigned residence building to complete check-in formalities.

- ☆ Cancellation: To cancel a late-booking application, students must send an email promptly to:

On-campus residences: Accommodation@nottingham.edu.cn

Off-campus HOLA residences: HOLA@nottingham.edu.cn

2.3 Residence Renewal

- ★ Eligibility: Currently enrolled full-time students whose accommodation eligibility remains valid (academic status: “enrolled”).

- ★ Renewal Period: Late August annually, subject to notifications from LAC.

- ★ Renewal Process:

- ☆ Log in to the Student Accommodation Management System, select the “Accommodation Renewal” tab, and complete online payment as per system instructions.
- ☆ Accommodation fees must be paid in full for the entire academic year (installments are not accepted).
- ☆ Failure to complete renewal within the specified timeframe will result in the university initiating the check-out process in accordance with regulations.

2.4 Vacation Stay

- ★ Eligibility: Registered full-time resident students. Eligible activities for staying on campus during vacation are primarily limited to officially endorsed academic practice programs organized by the university and internships hosted by professional service departments, including but not limited to:

- ☆ Undergraduate summer research programs;
- ☆ Dissertation writing and research activities undertaken by master’s and PHD’s students;
- ☆ Academic competitions (including sports-related events);
- ☆ Internship programs hosted by university departments.

- ★ The following cases are exempt from summer stay application:

- ☆ Taking August Resits (accommodation arrangements during the resit exam period will follow instructions in the email sent by the Accommodation Office in early August);
- ☆ Taking CET (College English Test), with stay automatically extended until the end of the exam;
- ☆ Summer graduates, with stay automatically extended until the end of the graduation ceremony;

- ★ Application Period: May and December annually, subject to notifications from the Logistics Affairs Centre LAC.

★ Application Process:

- ☆ Log in to the Student Accommodation Management System (SAMS), navigate to “Other Services” → “Vacation Stay Application”, and complete the required information as instructed;
- ☆ The Department of Campus Life (DCL) will review applications within 5 working days;
- ☆ The Logistics Affairs Centre (LAC) will allocate rooms based on review results;
- ☆ Log in to SAMS, click “Historical Applications” to confirm the allocated room, and proceed to the front desk of the designated vacation stay dormitory building on the planned check-in date to complete check-in. Failure to check in on time will result in the cancellation of vacation stay eligibility.

2.5 Extended Stay for Postgraduates

★ Eligibility: Master’s students who need to extend their stay due to academic reasons (e.g., delayed dissertation submission) may apply for an extended stay until their dissertation submission date. During the extended stay, the fee is charged by the number of days stayed, according to the short-time fee (daily rate X occupied days).

★ Application Period: August each year

★ Application Steps:

- ☆ Send an email to Accommodation@nottingham.edu.cn (for on-campus accommodation) or HOLA@nottingham.edu.cn (for off-campus accommodation) to submit your application, attaching relevant supporting documents.
- ☆ The Logistics Affairs Centre will complete the review within 5 working days upon receiving the application.
- ☆ Once approved, on-campus residents: Within 3 days, first complete check-out at the front desk of your original dormitory, then proceed to the front desk of the extended-stay dormitory to check in; HOLA (off-campus) residents: Contact the Welcome Point for assistance.



3. Accommodation Change

3.1 Accommodation Change Policy

- ★ In principle, each student may submit only one room transfer application per academic year.
- ★ Exception: Emergency room transfers may be approved if the original dormitory room becomes unsafe or uninhabitable due to severe facility malfunctions or verifiable safety hazards. Such cases require on-site verification and formal approval by the Logistics and Facilities Management Center prior to processing.

3.2 Accommodation Transfer Application

- ★ Eligibility: Registered full-time resident students with an active enrollment status.
- ★ Application Period: From the beginning of each semester until the day before the final teaching week-subject to the official university academic calendar.
- ★ Application Process:
 - ☆ Students must present their valid campus ID card and apply in person at the One-Stop Service Centre.
 - ☆ The Accommodation Office will provide up to 3 available beds based on the student's enrollment type. For on-site inspections, consult the front desk of the relevant dormitory building.
 - ☆ After selecting a room, students must complete payment via the Student Accommodation System or at the One-Stop Service Centre. To cancel the transfer request before payment, please email promptly to:
 - Accommodation@nottingham.edu.cn (for on-campus residences), or
 - HOLA@nottingham.edu.cn (for off-campus residences), to avoid unnecessary charges.
 - ☆ Check-Out Process: Complete check-out at the front desk of the original dormitory within 3 days. After the Logistics Affairs Centre (LAC) completes the dormitory inspection: the student will receive an electricity refund slip (covering only personally prepaid electricity credits). Return keys and remote controls. The access card privileges will be deactivated.
 - ☆ Check-In Process: Check in at the front desk of the new dormitory building. For off-campus accommodation residents, please contact the Welcome Point for assistance.

3.3 Spring Dormitory Selection

- ★ Eligibility: Full-time, currently enrolled undergraduate students residing in university-managed on-campus dormitories, who are in their third year of study (i.e., junior year). This includes both commuting students and exchange students-provided they maintain valid on-campus housing eligibility.
- ★ Application Period: Annually in April.

★ Application Procedure:

- ① **Participate in Room Selection:** Students may choose between team-based selection (online group registration) or individual selection, and select either a single room or a four-person suite.
- ② **Complete Payment:** After successfully completing online room selection, students must log in to the Student Accommodation System in mid-to-late August to settle the accommodation fee online. Only upon successful payment will the selected room assignment be confirmed and secured.
- ③ **Stay Informed:** Students must closely monitor official announcements from the Logistics Affairs Centre (LAC) regarding room selection. Final room assignments are contingent upon the student's verified academic status (e.g., active enrollment, no suspension or withdrawal).

3.4 Lower-level Bed Application

★ **Eligibility:** Registered full-time on-campus residents with an active enrollment status. May apply for assignment to a lower-level bed for up to 1 month due to medical conditions.

★ **Application Period:** During the semester.

★ Application Process:

- ☆ **Submit Application:** Email the completed Lower-Level Bed Application Commitment Letter to Accommodation@nottingham.edu.cn, attaching a medical certificate issued by a Class 3 Grade A (or above) hospital.
- ☆ **Review & Check-In:** LAC will complete the review within 5 working days and notify the result via email.
- ☆ **If approved,** check in at the front desk of the dormitory with the assigned lower-level bed and notify the front desk of your original dormitory of the move.

4. Check-Out

4.1 Check-out Rules

Students who check out of accommodation due to graduation, suspension of studies, resit-only examinations, outbound exchange, overseas study, transfer to another university, withdrawal from studies or other reasons shall complete the check-out procedures promptly in accordance with the provisions below:

- ★ **Undergraduate graduates and two-year postgraduate students (summer graduates)** must complete check-out within 1 working day after the graduation ceremony. The specific check-out date shall be subject to the university's notice.
- ★ **The specific check-out date for one-year postgraduate students (autumn graduates) and one-year MRes postgraduate students** shall be subject to the university's notice.
- ★ **Full-time PhD students** must complete check-out within 10 working days upon receipt of the academic office's email confirming graduation eligibility.

- ★ Students on suspension of studies, taking only resit examinations, transferring to another university or withdrawing from studies must complete check-out within 10 working days after receiving formal notification from the University Academic Office.
- ★ Second-year students going on outbound exchange, overseas study or 2+2 programmes in the autumn semester must complete check-out procedures within 1 working day following the end of the spring semester and official start of the summer vacation (in accordance with the published university academic calendar). Students departing for outbound exchange in the spring semester must complete check-out within 1 working day of the official start of the winter vacation. If check-out is not completed more than 3 working days after the deadline, the process of automatic check-out, room clearance and bed recovery will be initiated.

Luggage Storage Support (for eligible students)

Given the limited on-campus luggage storage capacity, LAC provides one free luggage storage service per academic year for on-campus residential students from regions outside Jiangsu, Zhejiang and Shanghai who fall into the following categories: outbound exchange, suspension of studies, participation in the spring room selection, and accommodation resource consolidation. This service adopts a full-in and full-out rule only, with no partial access available. A maximum of 2 standard cartons (dimension: 62×52×42 cm) may be stored per student. The storage period shall in principle align with the duration of the student's change in enrolment status, and shall not exceed 18 months in maximum. Unclaimed items left beyond the deadline will be disposed of as unclaimed property by LAC. Please refer to notifications issued by the Logistic Affairs Centre for detailed arrangements.

Check-out Procedures

- ★ Students shall complete procedures at the reception desk of their residential apartment (for off-campus accommodation, please go to the Welcome Point).
- ★ The LAC will carry out a room inspection, issue an electricity-fee refund slip (for personally-recharged electricity credit only), collect returned items including keys and remote controls (where applicable), and deactivate access control permissions.
- ★ Students shall submit the electricity-fee refund slip to the Residential Hub to process the refund.
- ★ Where accommodation-fee refunds are applicable, students shall submit a refund request via email to Accommodation@nottingham.edu.cn (on-campus student apartments) or HOLA@nottingham.edu.cn (off-campus student apartments). Settlement of student check-out refunds shall be implemented in accordance with the *Student Accommodation Fee Schedule*.
- ★ Relevant refunds will be remitted to the designated receiving account within 10 working days.
- ★ Upon check-out, students shall take good care of public property, remove all personal belongings and clean the dormitory voluntarily. Any loss or damage to facilities and equipment at check-out shall be compensated by the student at the original price in accordance with the facility inventory list.

- ★ For students who fail to vacate their beds and complete check-out within the stipulated time, LAC will trigger the automatic check-out, room clearance and bed re-allocation process as per regulations.
- ★ Students continuing to pursue higher-level programmes at UNNC after graduation must complete check-out and depart campus by the specified date in accordance with graduate requirements. They shall subsequently participate in new-student room selection and complete check-in on the official registration day.

4.2 Off-Campus Residency (self-arranged) Application

★ Eligibility:

- ☆ Undergraduates must reside in university dormitories, with exemptions only under special circumstances.
- ☆ Postgraduates (Master's / PhD) may live off campus after completing this application.

★ Application Period:

- ☆ Current Students: May / December (per academic calendar)
- ☆ New Students: Within 1 week of enrollment
- ☆ Note: Mid-semester check-out is generally not permitted. See UNNC Off-Campus Accommodation (Self-arranged) Management Policy.

★ Application Process:

☆ Submit Application:

- ☆ Log in to Student Accommodation System → Select “Off-Campus Residency” → Complete form.

- ☆ Review & Approval: Department of Campus Life (DCL) reviews within 5 working days.

- ☆ Non-residents: Approval = Application complete.

☆ Check-Out (For Current Residents):

- ☆ After approval email, complete check-out at the front desk of respective dormitory (HOLA students go to the Welcome Point.) within 10 working days. LAC will:

- Issue electricity refund slip (for prepaid meter dorms)
- Collect keys & remote controls
- Deactivate access cards

- ☆ Students should process the electricity refund at the Residential Hub using the refund slip. Accommodation Fee Refund Request: Email Accommodation@nottingham.edu.cn (on-campus) / HOLA@nottingham.edu.cn (off-campus). Refunds processed to designated account within 10 working days.

5. Order & Discipline

- ★ Residence buildings are supplied with 24-hour electricity. Each bedroom shall observe lights-out arrangements in line with its own dormitory agreement. Regular daily routines and mutual respect are encouraged.
- ★ Quiet hours for student residences run from 23:00 to 07:00 the following day (including weekends and public holidays). All residents shall help maintain a comfortable and quiet living environment for themselves and others.

List of Behavioural Restrictions:

To maintain a safe and harmonious living environment, the following behaviours are strictly prohibited:

- ★ Playing ball games, skateboarding, roller-skating and other high-impact activities within the building that may cause collisions or excessive noise;
- ★ Loud noise-making and prolonged gathering in corridors or stairwells;
- ★ Using external speakers, Bluetooth speakers, televisions, gaming devices or other equipment that generates persistent ambient noise;
- ★ Playing musical instruments (piano, guitar, drums, etc.) in non-dedicated practice spaces such as dormitory rooms, corridors and lift lobbies;
- ★ Any other conduct that may disturb other residents' study, daily life or rest.
- ★ All collectively-provided facilities and equipment in residence buildings are university property. Students shall use them with due care and must not disassemble, relocate or alter them without authorisation. Loss or damage caused by human error shall be compensated at the original price.
- ★ Commercial activities, religious activities and any other activities that contravene Chinese laws and regulations or university rules are strictly forbidden within residence buildings.

6. Dormitory Hygiene

- ★ Students shall pay attention to personal hygiene and keep their dormitory clean and tidy.
- ★ LAC is responsible for cleaning public areas within student residence, and students shall consciously help maintain these areas.
- ★ Students are required to sort waste and dispose of rubbish exclusively at designated collection points.
- ★ LAC conducts regular inspections of dormitory facilities, safety and hygiene each semester. Inspection schedules will be notified to students in advance, and students shall cooperate with such inspections.
- ★ Every academic year, LAC runs the Dormitory Decoration Competition based primarily on apartment-hygiene standards. Winners will receive certain rewards.



IV. Facilities Service

1. The Logistics Affairs Centre

It runs an official WeChat public account, which releases year-round updates on community services and relevant information.



2. Campus Card

★ Recharge:

☆ WeChat Recharge: Select “Service” from the menu bar to access the recharge page.

☆ Self-Service Devices: Available at Residential Hub.

☆ Manual Recharge: Offered at Residential Hub.

★ Refund: Refund services can be processed at Residential Hub

★ Loss Reporting: To report a lost card, select “Service” from the menu bar then go to The Hub (Portland Building, Teaching Area Building 5) to get a replacement card and activate it.

3. Repair Service

★ LAC provides facilities maintenance services for all residents.

★ Routine Repair: Submit requests by selecting “Repair” from the menu.

★ Emergency Repair: Contact the front desk of your dormitory building for immediate assistance (on-campus). Call the 24-hour emergency hotline at 0574-88180611 (off-campus, HOLA).



4. Internet

LAC provides free Internet access and related network services in living area.

Strictly prohibited in dormitories:

- ★ Using routers;
- ★ Sharing accounts;
- ★ Unauthorized disassembly, modification, or tampering with building network equipment.

5. Water and Electricity

- ★ For students residing in on-campus accommodation, a free monthly allowance of 3 cubic meters of cold water and 3 kilowatt-hours (kWh) of electricity is provided, calculated over a 10-month academic year. Students shall bear all costs for consumption exceeding the quota.
- ★ Recharging for water and electricity fees in on-campus apartments follows the same procedure as campus card top-up. Reference tariffs: hot water at ¥50 per tonne; electricity at ¥0.558 per kW·h (Electricity cost = Power × Usage time × Electricity tariff).
- ★ Off-campus accommodation (HOLA): cold water is provided free of charge. A fixed allowance for electricity and hot water is already included in the accommodation fee; no separate top-up is required. Students will be liable for any consumption above the allowance (please refer to the Check-in Consent Form for full details).

6. Paid Cleaning Service

- ★ Paid offers paid housekeeping cleaning services. To place a request, please select “Clean” via the repair-reporting section of the official WeChat public account. The service charge is 45 RMB per hour.

7. Direct Drinking Water Dispenser

Both on-campus and off-campus student dormitory buildings are equipped with direct drinking water dispensers, which provide free cold and hot water 24 hours a day.

8. Communal Spaces

- ★ Opening hours: 07:30-23:00
- ★ Cleaning and maintenance hours: 08:00-09:00, 12:30-13:30, 15:30-16:30
- ★ Communal spaces within student residences are available for students to study, hold group discussions and engage in other academic-exchange activities.
- ★ Communal spaces are furnished with shared tables, chairs and basic facilities. Should additional equipment or decorations be required for events, an application must be submitted in advance by email to Accommodation@nottingham.edu.cn (on-campus) or

HOLA@nottingham.edu.cn (off-campus). Decoration work may only commence upon approval.

★ Usage Rules: Please keep the space clean and take away your rubbish when leaving. After use, return borrowed items, and switch off lights, air-conditioning and close doors and windows.

★ Prohibited activities:

☆ Use of prohibited electrical appliances;

☆ Any form of religious or commercial activities;

☆ Excessive noise (Silent Clear-out Period starts at 22:00. Please vacate the space and restore it to its original condition);

☆ Overnight occupation of the space, storage of personal belongings, or obstruction of fire-escape routes.

Liability Notice: Please report any damaged facilities promptly during usage. Damage to facilities caused by individual conduct shall be compensated at the original price.

9. Shared Kitchen

★ Opening hours: 07:30-23:00

★ Cleaning hours: 08:00-09:00, 12:30-13:30, 15:30-16:30

★ All forms of commercial activities are prohibited.

★ Alcohol intoxication, smoking and loud noise-making are forbidden inside the kitchen.

★ The use of liquefied gas, candles, alcohol-based fuels and similar items is prohibited.

★ To ensure the space serves a greater number of students reasonably, single-session usage shall not exceed 2 hours. Cooking beyond reasonable individual dining requirements, including group-meal preparation, is not permitted.

★ In the event of kitchen-facility malfunctions, users shall notify reception-desk staff promptly. Self-inspection or self-repair is not allowed. Unauthorised cable-routing, use of prohibited electrical appliances, disassembly, modification, removal, damage or misappropriation of facilities are strictly forbidden. Violators shall pay compensation at the original price according to the facility-inventory list and receive corresponding disciplinary sanctions.

★ Please keep the kitchen clean. Sort kitchen waste properly and do not pour leftover food or food residues into the sink. Take your personal belongings with you upon departure for other users' convenience. Unclaimed items left for an extended period will be cleared periodically by LAC.

★ Please regularly clear personal food stored in refrigerators to avoid spoilage that may affect other users.

★ Please conserve water and electricity. Turn off taps, induction cookers, range hoods, lights and other equipment after use.

10. Laundry

★ Opening Hours: 07:30-22:00.

★ Tariff rates:

Dryer: 5 RMB for 35 minutes; 6 RMB for 42 minutes; 7 RMB for 49 minutes; 8 RMB for 56 minutes.

Washing machine: 5 RMB for 35 minutes.

- ★ Please abide by the laundry-room usage rules. Do not wash shoes or other non-garment items. Do not overload the machine by weight or volume, and exercise caution during operation.
- ★ Should any equipment malfunction occur, contact reception-desk staff immediately. Unauthorised repair is prohibited. The user shall bear repair costs and other expenses arising from damage or accidents caused by human factors.
- ★ To ensure efficient use of shared equipment, please collect your laundry promptly once the washing cycle finishes.
- ★ If unattended laundry is left inside a washing machine, it may be moved to a temporary laundry basket.
- ★ The user shall be solely responsible for any loss of laundry left uncollected overnight or for an extended period.

11. Vehicle Permits

On-Campus Student Accommodation

- ★ From the 2026–27 academic year, parking permits for students living on campus or in HOLA will be suspended.

Off-Campus Student Accommodation (HOLA)

- ★ Application: Visit the Welcome Point on working days with your campus card, vehicle registration certificate, and driver's license.
- ★ Underground Parking Fees:
- ★ Monthly Subscription: ¥100/month.
- ★ Temporary Visitors: Free for the first 3 hours; 5 RMB per visit for 3-6 hours; 10 RMB per visit for 6-12 hours. Maximum daily charge per vehicle is 10 RMB.

12. Shuttle Service

Off-campus student accommodation provide year-round shuttle services. For specific schedules, refer to the latest timetable posted in the dormitory buildings.

13. HOLA Gym

★ Opening Hours: 07:30-22:00.

★ Cleaning time: Completed by 7:30 a.m.

★ HOLA residents are required to complete online or in-person training by UNNC Sports Centre and pass the quiz. Staff will activate access to the HOLA gym upon receiving the list from UNNC Sports Centre.



14. Public Facilities Distribution

On-Campus Student Accommodation:

Building	Room Type	Area (m ²)	Refrigerators Microwaves	Washing Machines Dryers	Water Dispensers	Public Kitchen	Shared Space
11#	Single room	20.25	1 st floor	1 st floor	1 st floor	1 st floor	1 st floor
12#	Single room	12.15	1 st floor	1 st floor	Every floor (except the 2 nd floor)	1 st floor	1 st floor
13#	Four-bed room	31.32	1 st floor	1 st floor	Every floor	/	/
14#	Four-bed room	31.32	1 st floor	1 st floor	1 st floor		
15#	Four-bed room	31.32	1 st floor	1 st floor	1 st floor		
16#	Four-room flat	74.52	1 st floor	1 st floor	1 st floor		
17#	Four-room flat	74.52	1 st floor	1 st floor	1 st floor		
18#	Four-room flat	74.52	1 st floor	1 st floor	1 st floor		
19#	Four-bed room	34.71	1 st floor	1 st floor	1 st floor	1 st floor	1 st floor
20#	Four-room flat	74.52	1 st floor	1 st floor	1 st floor	/	/
22#	Four-room flat	74.52	1 st floor	1 st floor	1 st floor		
23#	Four- double- room flat	82.08	2 nd floor/ 7 th floor/ 12 th floor/ 18 th floor	2 nd floor/ 6 th floor/ 10 th floor/ 15 th floor/ 17 th floor/ 20 th floor/ 23 rd floor	2 nd floor to 23 rd floor	7 th floor/ 18 th floor	8 th floor/ 19 th floor

Off-Campus Student Accommodation:

Building	Room Type	Area (m ²)	Refrigerators, Microwaves	Washing, Machines, Dryers	Water, Dispensers	Public, Kitchen
1# (HOLA)	Type A/B	65/70	/	1 st floor	1 st floor	/
2# (HOLA)	Type A/B	65/70	/	1 st floor	1 st floor	/
3# (HOLA)	Type C/E	84/77	1 st floor	1 st floor	1 st floor	1 st floor (board game room, media room)
4# (HOLA)	Type C/D	84/77	/	1 st floor	1 st floor	/
5# (HOLA)	Type C/D	84/77	1 st floor	/	1 st floor	1 st floor (study room)
6# (HOLA)	Type A/B	65/70	/	1 st floor	1 st floor	1 st floor (gym)
7# (HOLA)	Type A/B	65/70	/	1 st floor	1 st floor	/



15. Student Dormitory Facility Inventory List

On-campus student accommodation:

Building / Room Type	Item	Number of Units	Fee
Building 11: Single room	Air-conditioning	1	2000RMB
	Air conditioning remote control	1	100RMB
	Air conditioning remote control cover	1	20RMB
	Wall space	1Square	50RMB
	Writing Desk	1	500 RMB
	Chair	1	130RMB
	Armoire	1	1500RMB
	Closet door	1	200RMB
	Closet inside pole	1	15RMB
	Door	1	1300RMB
	Toilet door	1	1000RMB
	Towel rack	1	100RMB
	Shower head	1	350RMB
	Shower curtain rod (including shower curtain)	1	120RMB
	Bed	1	1200RMB
	Mattress	1	230RMB
	Casement window	1	500RMB
	Curtains	1	500RMB
	Curtain track	1	100RMB
	Face desk mirror	1	300RMB
	Washing pool (basin)	1	400RMB
	Toilet lid	1	100RMB
	TV cabinet / shoe cabinet	1	300RMB

	Electronic lock	1	900 RMB
	two-color trash can	1	50RMB
	Floor Adhesive Removal Fee	1Square	40RMB
Building 12: Single room	Air-conditioning	1	2000RMB
	Air conditioning remote control	1	100RMB
	Air conditioning remote control cover	1	20RMB
	Wall space	1Square	50RMB
	Writing Desk	1	1350RMB
	Chair	1	230RMB
	Wardrobe	1	1700RMB
	Closet door	1	200RMB
	Closet inside pole	1	15RMB
	Door	1	1400RMB
	Toilet door	1	1200RMB
	Towel rack	1	120RMB
	Corner Shelf	1	70RMB
	Bed	1	1800RMB
	Mattress	1	460RMB
	Casement Window	1	500RMB
	Window Screen	1	190RMB
	Clothes Rail	1	140RMB
	Curtain Rod	1	80RMB
	Curtain	1	500RMB
	Paper Holder	1	60RMB
	Handheld Shower Head	1	350RMB
	Shower Curtain Rod (with Curtain)	1	120RMB
	Face desk mirror	1	200RMB

	Bathroom Vanity	1	670RMB
	Washing pool (basin)	1	350RMB
	Toilet lid	1	100RMB
	Toilet	1	670RMB
	Gate electronic lock	1	900RMB
	Tolit trash can	1	16RMB
	Floor Adhesive Removal Fee	1Square	40RMB
Building 14 / 15 : Four-person Room	Air-conditioning	1	2500RMB
	Air conditioning remote control	1	100RMB
	Air conditioning remote control cover	1	20RMB
	Wall space	1Square	50RMB
	Desk	1	1000RMB
	Chair	1	130RMB
	Door	1	1000RMB
	Toilet door	1	600RMB
	Towel rack	1	100RMB
	Shower head	1	350RMB
	Closet inside pole	1	15RMB
	Wardrobe	1	1500RMB
	Closet door	1	100RMB
	4-Door Wardrobe	1	50RMB
	Face desk mirror	1	300RMB
	Toilet lid	1	100RMB
	Mosquito Net Rod	1	50RMB
	Mosquito Net Frame	1	100RMB
	Washing pool (basin)	1	400RMB
	Curtain	1	300RMB

	Curtain track	1	100RMB
	Key (electronic door lock)	1	5RMB (15RMB)
	Electronic lock	1	900RMB
	two-color trash can	1	50RMB
	Floor Adhesive Removal Fee	1Square	40RMB
Building 13 / 19: Four-person Room	Air-conditioning	1	2500RMB
	Air conditioning remote control	1	100RMB
	Air conditioning remote control cover	1	20RMB
	Wall space	1Square	50RMB
	Desk	1	1350RMB
	Chair	1	260RMB
	Door	1	1400RMB
	Toilet door	1	600RMB
	Towel rack	1	100RMB
	Shower head	1	350RMB
	Wardrobe	1	1500RMB
	Closet door	1	200RMB
	Closet inside pole	1	15RMB
	Luggage cabinet	1	1300 RMB
	Luggage cabinet door	1	100 RMB
	Face desk mirror	1	300RMB
	Bathroom water box	1	200RMB
	Mosquito track	1	300RMB
	Bathroom water tank	1	400RMB
	Curtain	1	300RMB
	Curtain track	1	100RMB
	Key (electronic door lock)	1	5RMB (15RMB)

	Electronic lock	1	900RMB
	Two-color trash can	1	50RMB
	Tolit trash can	1	16RMB
	Floor Adhesive Removal Fee	1Square	40RMB
Building16 / 17 / 22: Four-person suite	Air-conditioning	1	2000RMB
	Air conditioning remote control	1	100RMB
	Air conditioning remote control cover	1	20RMB
	Wall space	1Square	50RMB
	Desk	1	1500RMB
	Chair	1	130RMB
	Armoire	1	1500RMB
	Closet door	1	100RMB
	Door	1	1000RMB
	Bedroom door	1	1000RMB
	Toilet door	1	600RMB
	Towel rack / glass rack	1	100RMB
	Shower head	1	350RMB
	Closet inside pole	1	15RMB
	Balcony door	1	500RMB
	Face desk mirror	1	300RMB
	Washing pool (basin)	1	400RMB
	Toilet lid	1	100RMB
	Bed	1	1200RMB
	Curtain	1	300RMB
	Curtain track	1	100RMB
	TV cabinet / shoe cabinet	1	300RMB
	Key (electronic door lock)	1	5RM (15RMB)

	Gate electronic lock	1	900RMB
	Window Safety Net	1Square	150RMB
	two-color trash can	1	50RMB
	Floor Adhesive Removal Fee	1Square	40RMB
Building 18 / 20: Four-person Suite	Air-conditioning	1	2000RMB
	Air conditioning remote control	1	100RMB
	Air conditioning remote control cover	1	20RMB
	Wall space	1Square	50RMB
	Study Desk	1	1500RMB
	Chair	1	130RMB
	Armoire	1	1500RMB
	Closet door	1	100RMB
	Closet inside pole	1	15RMB
	Bed	1	1200RMB
	Hard mattress	1	230RMB
	Curtain	1	300RMB
	Table (public area)	1	1300RMB
	Chair (public area)	1	130RMB
	Door	1	1000RMB
	Bedroom Door	1	1000RMB
	Ice box	1	2500RMB
	TV cabinet / shoe cabinet	1	1000RMB
	Balcony door	1	500RMB
	Television	1	1500RMB
	TV remote control device	1	100RMB
	TV remote control cover	1	20RMB
	TV power cable	1	30RMB

	Ceiling fan	1	200RMB
	Face desk mirror	1	300RMB
	Washing pool (basin)	1	400RMB
	Toilet lid	1	100RMB
	Toilet door	1	300RMB
	Towel rack / glass rack	1	100RMB
	Shower head	1	350RMB
	key	1	5RMB
	Gate electronic lock	1	900RMB
	Window Safety Net	1Square	150RMB
	Two-color trash can	1	50RMB
	Floor Adhesive Removal Fee	1Square	40RMB
Building 23: Eight-person and four-room suite	Air-conditioning	1	2000RMB
	Air conditioning remote control	1	100RMB
	Air-conditioning remote-control cover	1	20RMB
	Wall space	1Square	50RMB
	Armoire	1	1500RMB
	Closet door	1	100RMB
	Closet inside pole	1	15RMB
	Desk	1	1000RMB
	Chair	1	130RMB
	Bed	1	1000RMB
	Curtain	1	300RMB
	Curtain track	1	100RMB
	The mother door	1 fan (large / small)	1300 (300) RMB
	Set of small doors	1	1000RMB
	Balcony door	1	500RMB

	Shoe cabinet	1	500RMB
	Electric fan	1	300RMB
	Face mirror Large (small)	1	150 (100) RMB
	Washing pool (basin)	1	400RMB
	Toilet lid	1	100RMB
	Toilet door	1	600RMB
	Towel rack	1	100RMB
	Shower head	1	350RMB
	Shower curtain	1	100RMB
	Key	1	5RMB
	Gate electronic lock	1	900RMB
	Gate ball-shaped lock	1	50RMB
	Wireless Access Point (RG-MAP852-SF-MT)	1	1400RMB
	Window Safety Net	1Square	150RMB
	Two-color trash can	1	50RMB
	Floor Adhesive Removal Fee	1Square	40RMB



Off-campus student accommodation:

Building / Room Type	Item	Number of Units	Fee
Building 1 / 2 / 6 / 7 A layout	Air-conditioning	1	RMB 2500
	Air conditioning remote control	1	RMB 100
	Air-conditioning Remote-control cover	1	RMB 20
	Chair	1	RMB 250
	Wardrobe	1	RMB 2600
	Closet inside pole	1	RMB 15
	Closet door	1	RMB 100
	Study desk	1	RMB 800
	Corkboard	1	RMB 400
	Bed	1	RMB 1200
	Mattress	1	RMB 600
	Door	1	RMB 1000
	Dinner desk	1	RMB 2000
	Shoe cabinet	1	RMB 750
	Wall space	1 square	RMB 50
	Toilet door	1	RMB 600
	Towel rack	1	RMB 100
	Shower curtain	1	RMB 100
	Bathroom cabinet door	1	RMB 200
	Face desk mirror	1	RMB 300
	Toilet lid	1	RMB 100
	Bed board	1	RMB 200
	Washbasin Washing pool (basin)	1	RMB 400
	Curtain	1	RMB 500
	Curtain track	1	RMB 100

	Electronic door lock	1	RMB 1500
	Key (Includes lock core replacement)	1	RMB 80
	induction cooker	1	RMB 350
	microwave oven	1	RMB 450
	refrigerator	1	RMB 1800
	washing machine	1	RMB 1800
	water heater	1	RMB 1500
	two-color trash can	1	RMB 50
	bathroom trash can	1	RMB 20
	bay window cushion	1	RMB 100

Building / Room Type	Item	Number of Units	Fee
Building 1 / 2 / 6 / 7 B layouts	Air-conditioning	1	RMB 2500
	Air conditioning remote control	1	RMB 100
	Air-conditioning Remote-control cover	1	RMB 20
	Chair	1	RMB 250
	Wardrobe	1	RMB 2600
	Closet inside pole	1	RMB 15
	Closet door	1	RMB 100
	Study desk	1	RMB 800
	Corkboard	1	RMB 400
	Bed	1	RMB 1200
	Mattress	1	RMB 600
	Door	1	RMB 1000
	Dinner desk	1	RMB 2000
	Shoe cabinet	1	RMB 750
	Wall space	1 square	RMB 50
	Toilet door	1	RMB 600

	Towel rack	1	RMB 100
	Shower curtain	1	RMB 100
	Bathroom cabinet door	1	RMB 200
	Face desk mirror	1	RMB 300
	Toilet lid	1	RMB 100
	Bed board	1	RMB 200
	Washbasin Washing pool (basin)	1	RMB 400
	Curtain	1	RMB 500
	Curtain track	1	RMB 100
	Electronic door lock	1	RMB 1500
	Key (Includes lock core replacement)	1	RMB 80
	induction cooker	1	RMB 350
	microwave oven	1	RMB 450
	refrigerator	1	RMB 1800
	washing machine	1	RMB 1800
	water heater	1	RMB 1500
	two-color trash can	1	RMB 50
	bathroom trash can	1	RMB 20

Building / Room Type	Item	Number of Units	Fee
Building 1 / 2 / 6 / 7 B layouts	Air-conditioning	1	RMB 2500
	Air conditioning remote control	1	RMB 100
	Air-conditioning Remote-control cover	1	RMB 20
	Chair	1	RMB 250
	Wardrobe	1	RMB 2600
	Closet inside pole	1	RMB 15
	Closet door	1	RMB 100

	Study desk	1	RMB 800
	Corkboard	1	RMB 400
	Bed	1	RMB 1200
	Mattress	1	RMB 600
	Door	1	RMB 1000
	Dinner desk	1	RMB 2000
	Shoe cabinet	1	RMB 750
	Wall space	1 square	RMB 50
	Toilet door	1	RMB 600
	Towel rack	1	RMB 100
	Shower curtain	1	RMB 100
	Bathroom cabinet door	1	RMB 200
	Face desk mirror	1	RMB 300
	Toilet lid	1	RMB 100
	Bed board	1	RMB 200
	Washbasin Washing pool (basin)	1	RMB 400
	Curtain	1	RMB 500
	Curtain track	1	RMB 100
	Electronic door lock	1	RMB 1500
	Key (Includes lock core replacement)	1	RMB 80
	induction cooker	1	RMB 350
	microwave oven	1	RMB 450
	refrigerator	1	RMB 1800
	washing machine	1	RMB 1800
	water heater	1	RMB 1500
	two-color trash can	1	RMB 50
	bathroom trash can	1	RMB 20
	bay window cushion	1	RMB 100

Building / Room Type	Item	Number of Units	Fee
Building 3 / 4 C layouts	Air-conditioning	1	RMB 2500
	Air conditioning remote control	1	RMB 100
	Air-conditioning Remote-control cover	1	RMB 20
	Chair	1	RMB 250
	Wardrobe	1	RMB 2600
	Closet inside pole	1	RMB 15
	Closet door	1	RMB 100
	Study desk	1	RMB 800
	Corkboard	1	RMB 400
	Bed	1	RMB 1200
	Mattress	1	RMB 600
	Door	1	RMB 1000
	Dinner desk	1	RMB 2000
	Shoe cabinet	1	RMB 750
	Wall space	1 square	RMB 50
	Toilet door	1	RMB 600
	Towel rack	1	RMB 100
	Shower curtain	1	RMB 100
	Bathroom cabinet door	1	RMB 200
	Face desk mirror	1	RMB 300
	Toilet lid	1	RMB 100
	Bed board	1	RMB 200
	Washbasin Washing pool (basin)	1	RMB 400
	Curtain	1	RMB 500
	Curtain track	1	RMB 100

	Electronic door lock	1	RMB 1500
	Key (Includes lock core replacement)	1	RMB 80
	induction cooker	1	RMB 350
	microwave oven	1	RMB 450
	refrigerator	1	RMB 1800
	washing machine	1	RMB 1800
	water heater	1	RMB 1500
	two-color trash can	1	RMB 50
	bathroom trash can	1	RMB 20
	bay window cushion	1	RMB 100
	sofa	1	RMB 500
	coffee table	1	RMB 300

Building / Room Type	Item	Number of Units	Fee
Building 3 E layouts	Air-conditioning	1	RMB 2500
	Air conditioning remote control	1	RMB 100
	Air-conditioning Remote-control cover	1	RMB 20
	Chair	1	RMB 250
	Wardrobe	1	RMB 2600
	Closet inside pole	1	RMB 15
	Closet door	1	RMB 100
	Study desk	1	RMB 800
	Corkboard	1	RMB 400
	Bed	1	RMB 1200
	Mattress	1	RMB 600
	Door	1	RMB 1000
	Dinner desk	1	RMB 2000

	Shoe cabinet	1	RMB 750
	Wall space	1 square	RMB 50
	Toilet door	1	RMB 600
	Towel rack	1	RMB 100
	Shower curtain	1	RMB 100
	Bathroom cabinet door	1	RMB 200
	Face desk mirror	1	RMB 300
	Toilet lid	1	RMB 100
	Bed board	1	RMB 200
	Washbasin Washing pool (basin)	1	RMB 400
	Curtain	1	RMB 500
	Curtain track	1	RMB 100
	Electronic door lock	1	RMB 1500
	Key (Includes lock core replacement)	1	RMB 80
	Induction cooker	1	RMB 350
	microwave oven	1	RMB 450
	refrigerator	1	RMB 1800
	washing machine	1	RMB 1800
	water heater	1	RMB 1500
	two-color trash can	1	RMB 50
	bathroom trash can	1	RMB 20
	bay window cushion	1	RMB 100
	sofa	1	RMB 500
	coffee table	1	RMB 300

Building / Room Type	Item	Number of Units	Fee
Building 4 D layouts	Air-conditioning	1	RMB 2500
	Air conditioning remote control	1	RMB 100
	Air-conditioning Remote-control cover	1	RMB 20
	Chair	1	RMB 250
	Wardrobe	1	RMB 2600
	Closet inside pole	1	RMB 15
	Closet door	1	RMB 100
	Study desk	1	RMB 800
	Bookcase	1	RMB 1000
	Corkboard	1	RMB 400
	Bed	1	RMB 1200
	Mattress	1	RMB 600
	Door	1	RMB 1000
	Dinner desk	1	RMB 2000
	Shoe cabinet	1	RMB 750
	Wall space	1 square	RMB 50
	Toilet door	1	RMB 600
	Towel rack	1	RMB 100
	Shower curtain	1	RMB 100
	Bathroom cabinet door	1	RMB 200
	Face desk mirror	1	RMB 300
	Toilet lid	1	RMB 100
	Bed board	1	RMB 200
	Washbasin Washing pool (basin)	1	RMB 400
	Curtain	1	RMB 500
	Curtain track	1	RMB 100

	Electronic door lock	1	RMB 1500
	Key (Includes lock core replacement)	1	RMB 80
	induction cooker	1	RMB 350
	microwave oven	1	RMB 450
	refrigerator	1	RMB 1800
	washing machine	1	RMB 1800
	water heater	1	RMB 1500
	two-color trash can	1	RMB 50
	bathroom trash can	1	RMB 20
	bay window cushion	1	RMB 100
	sofa	1	RMB 500
	coffee table	1	RMB 300

Building / Room Type	Item	Number of Units	Fee
Building 5, Type C	Bed (Main Bedroom)	1	2499
	Mattress (Main Bedroom)	1	1299
	Bed (Second Bedroom)	1	799
	Mattress (Second Bedroom)	1	999
	Wardrobe (Main Bedroom)	1	3840
	Wardrobe (Second Bedroom)	1	1499
	Bedside table	1	499
	Chest of Drawers	1	1799
	Desk (Main Bedroom)	1	999
	Desk (Second Bedroom)	1	699

Chair (Main Bedroom)	1	499
Chair (Second Bedroom)	1	250
Cabinet	1	699
Shoe Cabinet	1	699
Double Sofa	1	1999
Dining Table	1	2799
Dining Chair	1	399
Coffee Table	1	1499
Microwave Oven	1	310
Induction Cooker	1	135
Washing Machine	1	1110
Refrigerator	1	1355
On-the-hook Air Conditioner	1	2500
Water Heater	1	1090
Bedroom Door	1	1000
Wall Surface	1 Square Metre	50
Bathroom Door	1	600
Towel Rail	1	100
Shower Curtain	1	100
Cabinet Door of Bathroom	1	200
Vanity Mirror	1	300
Toilet Seat	1	100
Bed Slat	1	200
Wash Basin	1	400
Curtain	1	500
Curtain Track	1	100
Main Entrance Digital Lock	1	1500

	Keys (Including Cylinder Replacement)	1	80
	Dual-Split Recycling Bin	1	50
	Bathroom Waste Bin	1	20

Building / Room Type	Item	Number of Units	Fee
Building 5, Type D	Bed	1	4499
	Mattress	1	1499
	Wardrobe	1	4600
	Bedside Table	1	599
	Bookshelf	1	699
	Desk	1	1299
	Three-Drawer Desk Pedestal	1	499
	Chair	1	1499
	Cabinet	1	1299
	Shoe Cabinet	1	699
	Double Sofa	1	1599
	Dining Table	1	2499
	Dining Chair	1	279
	Coffee Table	1	349
	Microwave Oven	1	310
	Induction Cooker	1	135
	Washing Machine	1	1110
	Refrigerator	1	1355
	On-the-hook Air Conditioner	1	2500
	Water Heater	1	1090
	Bedroom Door	1	1000
	Wall Surface	1 Square Metre	50

	Bathroom Door	1	600
	Towel Rail	1	100
	Shower Curtain	1	100
	Cabinet Door of Bathroom	1	200
	Vanity Mirror	1	300
	Toilet Seat	1	100
	Bed Slat	1	200
	Wash Basin	1	400
	Curtain	1	500
	Curtain Track	1	100
	Main Entrance Digital Lock	1	1500
	Keys (Including Cylinder Replacement)	1	80
	Dual-Split Recycling Bin	1	50
	Bathroom Waste Bin	1	20





V. Safety Guidelines

1. Strict Prohibition of Drug-Taking and Gambling

Any drug-related activities are prohibited, including consuming, injecting, storing, buying or selling cannabis and all other drugs (as defined under Chinese law), as well as providing dormitories for others to take drugs. All forms of gambling are prohibited, including online gambling, card games played for stakes, sports betting and any other activities using property or other benefits as wagers or chips.

2. Strict Prohibition of Bullying, Harassment and Discrimination

All forms of bullying, harassment and discriminatory conduct are strictly forbidden.

No person shall treat others in any manner that could constitute bullying, harassment or discrimination.

If you experience or witness bullying, harassment or discrimination, please contact the Student Accommodation Team immediately for assistance. Where serious bullying, harassment or discrimination is confirmed, the student concerned shall have their on-campus accommodation entitlement revoked forthwith.

3. Strict No-Smoking Policy

Student apartment buildings are entirely smoke-free. This includes, but is not limited to, all bedrooms, washrooms, corridors, stairwells, balconies and communal areas. E-cigarettes, hookahs and heat-not-burn products are also banned.

Designated smoking zones are provided outside student residence buildings.



4. Alcohol Management

A full alcohol ban applies across all student residence. Registered students are prohibited from:

- ★ Storing, consuming or distributing any alcoholic beverages within apartment buildings;
- ★ Organising or participating in alcohol-themed parties, promotions or marketing activities;
- ★ Causing public disorder, injuring others or endangering personal safety as a result of alcohol consumption.

5. Fire-Safety Requirements

All open flames are forbidden: mosquito coils, candles, aromatherapy burners, kerosene stoves, cassette stoves and any equipment generating flame or high-temperature heat are prohibited.

Unauthorised charging is forbidden: do not charge large-capacity batteries for e-bikes, self-balancing scooters or kick scooters inside bedrooms. Do not run unauthorised wiring or overload power strips.

Keep access routes clear: do not store luggage, bicycles or any items in corridors, stair-landings or in front of fire hydrants.

Storage of flammable, explosive or toxic substances is prohibited.

Observe electrical-safety rules. Random, unauthorised wiring of power cords in dormitories is strictly prohibited, as is overloading electrical appliances. Take care when charging emergency lights, desk lamps, mobile phones, laptops and power banks. Switch off charging power when leaving the dormitory and avoid overnight charging. Inspect power cords regularly. Replace worn-out or leak-prone cables promptly to prevent accidents.

The following items are defined as unauthorised or unsafe appliances and must not be brought into or used within dormitories:

Electric-heating appliances: electric heating cups, electric blankets, space heaters, electric irons, tumble dryers, etc.

Electric-refrigeration appliances: refrigerators, washing machines, etc.

Electric-cooking appliances: microwave ovens, electric woks, electric stewpots, electric rice cookers, induction cookers, etc.

Electrical products without China 3C certification or failing to meet the latest national safety standards;

Other appliances unsuitable for shared-bedroom use, such as large-scale loudspeakers and heavy fitness equipment.

Familiarise yourself with the location and operation of fire-fighting equipment, emergency exit routes and assembly points within the residence building.

Before leaving your dormitory: lock doors and windows, turn off appliance switches and unplug all non-essential devices (chargers, desk lamps, computers, etc.) to mitigate risks of theft, fire and lightning-related hazards.

6. Strict Prohibition of Animal-Keeping

No animals may be kept in student residences, including but not limited to cats, dogs, birds, reptiles, rodents and insects.

7. Strict Prohibition of Throwing Objects from Heights

No objects (including rubbish, drink bottles, clothing, cigarette butts and other items) shall be thrown downwards from balconies, windows or stairwells.

8. Access and Visitor Management

Access to residence building is via campus card. Lending, duplicating or forging campus cards is prohibited. Students violating campus-card usage rules may have their accommodation access restricted or revoked according to the severity of the offence.

Visitor registration requirement: visitors shall present valid identity documents and register at the apartment reception desk. Access is permitted only after verification and authorisation by front desk staff. Visiting hours: 08:00-22:00. Any visitor remaining on-site after 22:00 will be deemed an overnight guest, which is strictly prohibited. Hosting students shall comply with apartment-visitation rules and ensure visitors do not disturb other residents' study or rest.

Entry to opposite-gender residence is prohibited (except for staff performing official duties).

Students shall keep dormitory keys, campus cards and valuables secure. In case of loss, report promptly to the reception desk or call the 24-hour campus emergency hotline: (+86) 574 88180111.

9. Vehicle Management

On-campus speed limit: 20 km/h for motor vehicles; 15 km/h for electric vehicles.

Students with on-campus vehicle access permission shall park motor vehicles in designated residential-zone parking bays and observe proper parking requirements.

Do not block fire-escape routes or other entrances and exits.

Driving onto lawns is forbidden.

Motor-vehicle drivers shall yield to pedestrians and non-motor-vehicle traffic.

Motor-vehicle horn-honking is prohibited within the residential zone.

10. Safety Inspections and Education

The University carries out regular and ad-hoc safety and fire-safety inspections of student residences. Students are obliged to cooperate with such inspections.

Residential students shall strengthen their awareness of legal obligations and safety risks, voluntarily take part in fire-safety training, drills and other safety-education activities, improve self-management, risk-prevention and self-rescue capabilities, and safeguard both apartment-building and personal safety.

11. Emergency-Response Procedures

In the event of emergencies such as fire, flooding or power failure, staff may enter dormitories without prior consent to take remedial action, in line with the principle of “life-safety first”.

Upon discovering a fire or fire hazard, prioritise self-protection and evacuation. Call 119, notify residence building reception staff or dial the 24-hour campus emergency hotline (+86) 574 88180111.

In case of criminal or public-security incidents, students present shall protect themselves, call 110 for police assistance, preserve the scene, and notify apartment-building reception staff or dial the 24-hour campus emergency hotline (+86) 574 88180111.



VI. Student Code of Conduct in Residential Area

I. General Principles

1. Students living in on-campus and off-campus student accommodation should strictly abide by the university's rules and regulations. Disciplinary action will be taken against violators depending on the circumstances in accordance with the UNNC Code of Discipline for Students and Code of Conduct in Residential Area for Students. Violations can affect all official awards and ratings in the university for the current academic year.
2. Every student living on campus has 12 Community Behavior Points per academic year (including winter and summer holidays spent on campus). 6 points deducted shall result in disciplinary actions in accordance with the *Code of Conduct in Residential Area for Students*. 12 points deducted or particularly serious violations shall be reported to the Campus Disciplinary Committee.
3. Student will be restricted or even expelled according to the severity of the disciplinary offence.
4. Violations that constitute illegal or criminal acts will be investigated for legal responsibilities by public security organs in accordance with the law.

II. Common Offences and Corresponding Consequences:

No.	Disciplinary Offences	Disciplinary actions		
		The first time	The second time	The third time
1	Making excessive noise	1 point deducted An email warning sent	Another 2 points deducted An e-mail warning sent	Another 3 points deducted Disciplinary actions taken
2	Bringing vehicles (without batteries) into residential buildings	1 point deducted An email warning sent	Another 2 points deducted An e-mail warning sent	Another 3 points deducted Disciplinary actions taken
3	Refusing to comply with room consolidation arrangements	1 point deducted An email warning sent	Another 2 points deducted An e-mail warning sent	Another 3 points deducted Disciplinary actions taken
4	Failing to complete check-out procedures at agree time	1 point deducted An email warning sent	Another 2 points deducted An e-mail warning sent	Another 3 points deducted Disciplinary actions taken

5	Deliberately defaulting on accommodation fees	1 point deducted An email warning sent	Another 2 points deducted An e-mail warning sent	Another 3 points deducted Disciplinary actions taken
6	Violating access control regulations for residential buildings	3 point deducted An email warning sent	Another 4 points deducted An e-mail warning sent	Another 5 points deducted Disciplinary actions taken
7	Unauthorized occupation of beds, irregular occupancy, or obstructing other students' check-in	3 point deducted An email warning sent	Another 4 points deducted An e-mail warning sent	Another 5 points deducted Disciplinary actions taken
8	Installing radio-transmitting equipment without permission	3 point deducted An email warning sent	Another 4 points deducted An e-mail warning sent	Another 5 points deducted Disciplinary actions taken
9	Unauthorized hanging, posting, or displaying illuminated items, banners, advertisements, flags, or door decals	3 point deducted An email warning sent	Another 4 points deducted An e-mail warning sent	Another 5 points deducted Disciplinary actions taken
10	Washing shoes or non-apparel items in communal washing machines	1 point deducted An email warning sent	Another 2 points deducted An e-mail warning sent	Another 3 points deducted Disciplinary actions taken
11	Keeping pets	3 points deducted An e-mail warning sent Note: The pets must be moved out of the dormitory within 24 hours	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
12	Smoking in non-designated areas (including e-cigarettes and water pipes)	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
13	Hosting overnight guests (in one's own room) or staying overnight in another student's room	3 points deducted An e-mail warning sent Note: The visitors must leave immediately	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
14	Entering a dormitory room with a person of the opposite gender, or entering a room assigned to a person of the opposite gender, without prior authorization	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken

15	Speeding, illegal parking, honking, or other violations of campus traffic regulations	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken Vehicles are prohibited from entering the campus for one week
16	Misuse of Student Card	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
17	Using or storing prohibited or unsafe electrical appliances in dormitory rooms	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
18	Littering or accumulating excessive personal belongings / clutter in common areas or rooms	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
19	Disrupting public order	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
20	Occupying, blocking, sealing, or otherwise obstructing emergency evacuation routes or exits	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
21	Flushing inappropriate items down drains, toilets, or urinals (e.g., sanitary pads, wet wipes, food, medication, cat litter)	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
22	Unauthorized room changes	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
23	Selling, storing, or consuming alcoholic beverages	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken
24	Violating regulations governing the use of shared / public spaces	3 points deducted An e-mail warning sent	Another 4 points deducted Disciplinary actions taken	Another 5 points deducted Disciplinary actions taken

25	Engaging in gambling-related activities—including card games, board games, digital games, or other forms of entertainment—where stakes (money, goods, or services) are involved	6 points deducted Disciplinary actions taken	/	/
26	Provoking disturbances or engaging in disruptive conduct	6 points deducted Disciplinary actions taken	/	/
27	Unauthorized use of drones	6 points deducted Disciplinary actions taken	/	/
28	Bringing e-bikes, electric scooters, self-balancing vehicles, or vehicle batteries into residential buildings	6 points deducted Disciplinary actions taken	/	/
29	Refusing to attend or cooperate with mandatory fire drills	6 points deducted Disciplinary actions taken	/	/
30	Smoking, cooking, or using open flames (e.g., candles, mosquito-repellent coils) that trigger smoke alarms in residential buildings	6 points deducted Disciplinary actions taken	/	/
31	Unauthorized use or damage to fire safety equipment; impairment of fire protection systems' normal operation; or destruction of other safety infrastructure (e.g., CCTV systems)	6 points deducted Disciplinary actions taken	/	/
32	Storing or using flammable / explosive materials, laboratory chemicals, or other hazardous / toxic substances in residential buildings	6 points deducted Disciplinary actions taken	/	/
33	Damaging public facilities or making unauthorized modifications to the water and electricity systems	6 points deducted Disciplinary actions taken	/	/

34	Transferring, renting out, or lending assigned accommodation beds	6 points deducted Disciplinary actions taken	/	/
35	Theft (including stealing takeout food, parcels, or unauthorized use of others' bicycles)	6 points deducted Disciplinary actions taken	/	/
36	Unlawful appropriation or willful abandonment of others' property	6 points deducted Disciplinary actions taken	/	/
37	Causing disturbances while intoxicated	6 points deducted Disciplinary actions taken	/	/
38	Endangering public safety (e.g., obstructing shuttle bus operations, throwing objects from height)	6 points deducted Disciplinary actions taken	/	/
39	Installing image-capturing devices or related equipment in student accommodation rooms	6 points deducted Disciplinary actions taken	/	/



III. Supplementary Provisions

1. Scope of “Residential Area”:

The term *Residential Area* primarily refers to all non-academic zones of the University of Nottingham Ningbo China (UNNC), including: student accommodation (including HOLA International Community), staff apartments, LA hotel, restaurants, High Street, and the Clinic.

2. Noise Disturbance:

“Making excessive noise” means any sound that objectively disrupts others’ study or rest. Specifically:

- ★ During nighttime hours (23:00-07:00), noise exceeding **45 dB** is prohibited;
- ★ During all other hours, noise exceeding **55 dB** is prohibited.

(Note: Routine maintenance work conducted during designated hours is exempt.)

3. “Vehicles (without batteries)”:

Refers to human-powered vehicles with no battery or charging capability-e.g., bicycles, manual scooters.

4. Definition of “Pets”:

Includes, but is not limited to: dogs, cats, birds, rabbits, hamsters, reptiles (e.g., snakes, lizards), and ornamental fish requiring air pumps or other powered equipment.

5. Malicious Non-payment of Accommodation Fees:

Includes:

- ★ Failure to pay fees within 10 working days of registration or return-to-campus date, despite formal reminders;
- ★ Accumulation of unpaid fees due to failure to complete official check-out procedures, remaining unpaid after reminders.

6. Violation of Residential Access Regulations:

Includes:

- ★ Entering another student’s room without prior invitation and registration;
- ★ Inviting visitors into residential buildings after 22:00;
- ★ Visitors remaining in a resident’s room after 22:00.

Note: Where such violations pose safety risks, involve harassment, or constitute provocation, separate disciplinary action applies.

7. Unauthorized Bed Occupation / Obstruction of Check-in / Irregular Occupancy:

Includes:

- ★ Using personal belongings to reserve or block unassigned beds;
- ★ Refusing, after warning, to allow assigned residents to occupy their rooms;

- ★ Gaining access to non-assigned rooms via card-swapping or other means.

8. Unauthorized Hanging / Posting of Illuminated Items, Banners, Advertisements, Flags, or Door Decals:

Prohibited on dormitory doors/windows, exterior walls, lobbies, elevators, or any common area — including banners, flags, illuminated signs, posters, or advertisements.

Note: Content violating public order, ethics, privacy, or legality triggers additional sanctions.

9. Littering and Clutter Accumulation:

Includes:

- ★ Failure to sort waste according to UNNC guidelines;
- ★ Improper disposal or indiscriminate discarding of waste;
- ★ Accumulating garbage or personal items (e.g., cardboard boxes) in rooms (including living areas/balconies) or corridors.

10. Disruption of Public Order:

Includes, but is not limited to:

- ★ Obstructing or impeding staff (including third-party service providers under university contract) in performing official duties;
- ★ Verbally abusing, mocking, or demeaning staff;
- ★ Demanding unscheduled shuttle stops;
- ★ Tampering with or discarding others' parcels/posters;
- ★ Illegally removing, swapping, or misplacing parcel labels.

Escalation applies for refusal to comply or severe misconduct.

11. Unauthorized Electrical Appliances:

Prohibited in dormitory rooms unless pre-approved and part of standard university-provided equipment. Includes:

- ★ Heating / cooling devices (e.g., electric kettles, heaters, fans);
- ★ Cooking appliances;
- ★ Air pumps (for aquariums);
- ★ 3D printers;
- ★ Substandard or uncertified devices (lacking CCC / CE / UL certification);
- ★ Any appliance causing audible disturbance or disrupting others' 作息 (daily routines).

12. Misuse of Campus Cards:

Includes: lending, swapping, duplicating (another's or one's own), or facilitating unauthorized campus entry (e.g., assisting vendors / visitors to bypass security checks).

13. Cooking in Dormitory Rooms:

Permitted *only* where explicitly provided as original, university-installed equipment (e.g., designated kitchenettes in specific suite types).

14. Unauthorized Use or Damage to Fire Safety & Other Safety Equipment:

Includes: tampering with window restrictors, covering smoke detectors, disabling alarms, or otherwise impairing safety systems. Violations may also trigger enforcement under the *PRC Fire Control Law* and related regulations.

15. Speeding or Helmet Non-compliance on E-vehicles / Bicycles:

- ★ Motor vehicles: >20 km/h;
- ★ E-bikes / e-scooters: >15 km/h;
- ★ Helmets mandatory for all riders of e-bikes, e-scooters, and balance boards.

16. Hosting Overnight Guests:

Includes both:

- ★ Providing overnight accommodation to others in one's own room;
- ★ Staying overnight in another student's room.

Visitors remaining past 22:00 are deemed "overnight guests." Providing accommodation while absent from one's room constitutes *unauthorized bed lending*.

17. Opposite-Gender Room Access:

Excludes parents / guardians / family members who:

- ★ Register at the front desk;
- ★ Are granted prior approval;
- ★ Visit only between 08:00-20:00;
- ★ Do not disturb other residents' rest or privacy.

18. Unauthorized Installation of Radio Equipment:

Includes installing radio transceivers, satellite receivers, or wireless signal receivers on building exteriors, balconies, or rooftops.

19. Violation of Shared Space Regulations:

Includes:

- ★ Causing noise disturbances;
- ★ Using shared spaces beyond permitted hours;
- ★ Unauthorized repurposing (e.g., converting lounges / kitchens into private workspaces or commercial venues);
- ★ Prolonged group cooking in communal kitchens.

20. Gambling-Related Activities:

Includes any card games, board games, digital games, or entertainment involving stakes-monetary or otherwise (e.g., goods, services, privileges)-such as Texas Hold'em or similar formats.

21. Provoking Disturbances:

Includes:

- ★ Surrounding or cornering fellow students;
- ★ Physical aggression (e.g., pushing, slapping);
- ★ Verbal abuse, defamation, threats-whether in person, via WeChat (Moments / groups), online forums, or physical postings.

22. Unauthorized Drone Use:

Strictly prohibited unless pre-approved and registered with the UNNC Security & Protection Office.

23. Bed Assignment Integrity & Sanctions:

- ★ All beds must adhere to the “**One Student, One Assigned Bed**” principle. Transfer, lending, or subletting is strictly forbidden.
 - *Sanction:* Disciplinary action + **2-year suspension** of eligibility for single rooms, suites, or on-campus accommodation. The bed is forfeited and reassigned by DCL.
 - “*Bed Recipient*” / “*Irregular Occupant*”: **1-year suspension** of eligibility for single / suite rooms.
- ★ Hosting overnight guests or staying in another's room ≥ 2 times:
 - *Sanction for both guest and host:* **1-year suspension** of eligibility for single / suite rooms + disqualification from Spring Room Selection.
- ★ Misusing campus cards to grant unauthorized residential access:
 - *Sanction:* Same as above (1-year suspension + Spring Dorm Selection disqualification).
- ★ Repeated violations ($\geq 2 \times$ / year) of noise, intoxication, or smoking rules-uncorrected after warnings:
 - *Sanction:* Mandatory room reassignment; severe cases may result in **termination of all UNNC accommodation rights** (on-and off-campus).

24. Theft of Parcels or Takeaway Food:

Defined as intentional concealment or appropriation of others' deliveries or takeaway orders. *Excludes* inadvertent misdelivery promptly corrected. Delayed correction or failure to rectify constitutes theft.

25. Endangering Shuttle Bus Safety:

Includes:

- ★ Verbally or physically provoking drivers during operation;

- ★ Tampering with controls or safety equipment;
- ★ Boarding / alighting before full stop;
- ★ Blocking, forcing stops, or throwing objects at shuttles.

26. Throwing Objects from Height:

Includes discarding food containers, parcels, bottles, cigarette butts, water balloons, etc., from any floor-including ground-level windows or balconies.

27. Interpretation & Effectiveness:

- ★ This Code takes effect upon official publication by the University. The previous *UNNC Residential Area Student Code of Conduct* is hereby repealed.



VII. Student Accommodation Fee Schedule

Room type	Building	Accommodation Fees (RMB / Per year)	Basic Service (RMB / Year)	Short Time (RMB / Day)
Four-person Room	Building 14 / 15	3,000	/	30
Four-person Room	Building 13/ 19	4,500	Free cold water Free internet A certain amount of free electricity and free hot water, Bathrooms are cleaned for free twice a month	45
Eight-person and four-room suite	Building 23	4,500	/	45
Four-person suite	Building 16 / 17 / 22	8,000	/	80
Four-person suite	Building 18 / 20	11,000	/	110
Single room	Building 12	16,000	Free cold water Free internet	160
Single room	Building 11	20,000	A certain amount of free electricity and free hot water Rooms are cleaned for free twice a month	200
HOLA-A layout	Building 1 / 2 / 6 / 7	Main bedroom 20,000	Free cold water Free internet A certain amount of free electricity and free hot water	200
		Secondary bedroom 16,000		160
HOLA-B layout		Main bedroom 20,000		200
		Secondary bedroom 16,000		160
HOLA-C layout	Building 3 / 4 / 5	Main bedroom 24,000	Bathrooms are cleaned for free twice a month	240
		Secondary bedroom 24,000		240
HOLA-D layout (Family Suite)	Building 4/5	40,000 / year / Suite	Free shuttle service	400
HOLA-E layout	Building 3	Main bedroom 24,000		240
		Secondary bedroom 16,000		160

Others:

- 1) The accommodation fee and basic service for on-campus and off-campus apply to new students enrolling from September, 2026.
- 2) If a student moves out mid-term, the refund is calculated based on the daily rate multiplied by the number of days stayed, according to the short-time fee (daily rate X occupied days).
- 3) Exchange students for one semester pay half of the accommodation fee.
- 4) The final interpretation rights belong to the Logistics Affairs Centre.

Logistics Affairs Centre
University of Nottingham Ningbo China





VIII. Student Accommodation Agreement

UNNC Accommodation Agreement

This Accommodation Agreement is made through mutual consultation between **Logistics Affairs Centre of the University of Nottingham Ningbo China (Party A)** and the **Resident (Party B)**.

1. Party A arranges accommodation for Party B: Name: _____ Student ID: _____
Party B shall officially move into **Bed** _____, **Room** _____, **Block** _____ of the student residence, effective from _____ (year) _____ (month) _____ (day).
2. On the checkin date, Party B shall carefully inspect the dormitory facilities provided by the University against the *UNNC Student Dormitory Facility Inventory List*. Absence of feedback on the check-in date shall be deemed acceptance that all facilities are in good condition. Upon check-out, Party B shall pay compensation at the original price in accordance with the Inventory List for any missing or damaged items.
3. During the accommodation period, both Party A and Party B shall strictly abide by the provisions set out in the *UNNC Student Accommodation Handbook*.
4. Any breaches of regulations committed by Party B within the residential community shall be taken into consideration for the University's official awards and merit-selection evaluations.
5. Party B has the right to supervise the work of Party A and may submit comments and suggestions through official university channels.
6. Party B undertakes to observe student residence management regulations and voluntarily maintain public order in the living area. Where Party B commits any of the following circumstances (including but not limited to), Party A reserves the right to suspend accommodation services, reject Party B's renewal application or decline to offer further accommodation:
 - ① Failure to cooperate with normal accommodation administration, disturbance to other residents' rest despite repeated warnings;
 - ② Refusal to accept mediation guidance and reasonable solutions proposed by accommodation management (such as room reassignment) during student dispute resolution procedures;
 - ③ Transferring a bed place, publishing bed-transfer information, or other unauthorised occupation or sub-letting of bed places that disrupts normal accommodation management;
 - ④ Other conduct that poses potential safety risks to the residence or seriously disrupts accommodation management order.
7. This Agreement shall take legal effect upon signature. Its validity commences on the date of signature or check-in and terminates when Party B completes check-out procedures or is required by the University to vacate accommodation and leave campus. This Agreement is normally signed on an academic-year basis. If neither party raises objections between **1 June and 30 June**, and Party B completes payment of accommodation fees for the subsequent academic year in August, this Agreement shall be automatically renewed. Party A reserves the right to refuse renewal if Party B falls under any circumstances listed in Clause 6 of this Agreement.
8. The right of interpretation of this Agreement rests with the Logistics Affairs Centre of the University of Nottingham Ningbo China.
9. This Agreement is executed in two counterparts; Party A and Party B shall each hold one copy.

Party A (Signature / Seal):

Date: _____

Party B (Signature / Seal):

Date: _____

UNNC Accommodation Agreement

This Accommodation Agreement is made through mutual consultation between **Logistics Affairs Centre of the University of Nottingham Ningbo China (Party A)** and the **Resident (Party B)**.

1. Party A arranges accommodation for Party B: Name: _____ Student ID: _____
Party B shall officially move into **Bed** _____, **Room** _____, **Block** _____ of the student residence, effective from _____ (year) _____ (month) _____ (day).
2. On the checkin date, Party B shall carefully inspect the dormitory facilities provided by the University against the *UNNC Student Dormitory Facility Inventory List*. Absence of feedback on the check-in date shall be deemed acceptance that all facilities are in good condition. Upon check-out, Party B shall pay compensation at the original price in accordance with the Inventory List for any missing or damaged items.
3. During the accommodation period, both Party A and Party B shall strictly abide by the provisions set out in the *UNNC Student Accommodation Handbook*.
4. Any breaches of regulations committed by Party B within the residential community shall be taken into consideration for the University's official awards and merit-selection evaluations.
5. Party B has the right to supervise the work of Party A and may submit comments and suggestions through official university channels.
6. Party B undertakes to observe student residence management regulations and voluntarily maintain public order in the living area. Where Party B commits any of the following circumstances (including but not limited to), Party A reserves the right to suspend accommodation services, reject Party B's renewal application or decline to offer further accommodation:
 - ① Failure to cooperate with normal accommodation administration, disturbance to other residents' rest despite repeated warnings;
 - ② Refusal to accept mediation guidance and reasonable solutions proposed by accommodation management (such as room reassignment) during studentdispute resolution procedures;
 - ③ Transferring a bed place, publishing bed-transfer information, or other unauthorised occupation or sub-letting of bed places that disrupts normal accommodation management;
 - ④ Other conduct that poses potential safety risks to the residence or seriously disrupts accommodation management order.
7. This Agreement shall take legal effect upon signature. Its validity commences on the date of signature or check-in and terminates when Party B completes check-out procedures or is required by the University to vacate accommodation and leave campus. This Agreement is normally signed on an academic-year basis. If neither party raises objections between **1 June and 30 June**, and Party B completes payment of accommodation fees for the subsequent academic year in August, this Agreement shall be automatically renewed. Party A reserves the right to refuse renewal if Party B falls under any circumstances listed in Clause 6 of this Agreement.
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Party A (Signature / Seal):

Date: _____

Party B (Signature / Seal):

Date: _____







