



Xi'an Jiaotong-Liverpool University

西交利物浦大学

Handbook of  SAC

Student Accommodation Committee

学生宿舍委员会







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About SAC 关于宿委

Student Accommodation Committee (SAC)

Student Accommodation Committee (SAC) was set up in 2009 and is a student self-governed organization. By holding a wide range of activities in the halls, Student Accommodation Committee aims to help students to develop good life habits and healthy dormitory cultures and helps to solve problems in daily life. Meanwhile, as the bridge connecting students, university and Property Management & SIPEDI, Student Accommodation Committee would collect information from students about the problems in daily life and reflect to the Property Management & SIPEDI to push them to solve the problems as soon as possible through positive communication and coordination.



As a young and active organization, Student Accommodation Committee (SAC) are committed to build a more perfect and more unique university accommodation experience. We welcome students with dedication and adventurous spirit to join us.

学生宿舍委员会（简称：宿委）

西交利物浦学生宿舍委员会成立于2009年，是一个学生自治组织。宿委希望能够通过一系列的活动帮助学生养成良好的生活习惯，营造健康的宿舍文化，同时帮助学生解决一些日常生活遇到的困难。同时，学生宿舍委员会作为连接学生、学校以及高教区物业公司的桥梁，我们也会收集学生们在生活中遇到的问题并反应给物业公司并通过沟通和协调督促他们尽快解决问题。

学生宿舍委员会是个年轻而积极的组织，致力于打造更完善、更独特的大学宿舍体验。我们欢迎有奉献精神以及冒险精神的同学加入我们！



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Vision & Culture of SAC 宿委的愿景和文化

Vision of SAC

Fulfill the objective of **harmonious** community culture construction

Become another platform for students to manage themselves

Help students to adapt to accommodation life asap

Encourage students to live a **happy** and **healthy** life

我们致力于打造一个和谐的社区文化，成为一个学生自治的重要平台，帮助学生更好的适应宿舍生活，引导和鼓励学生快乐健康的生活

H4 Culture of SAC



Members of SAC 宿委成员

Student Accommodation Executive Committee

学生宿舍执行委员会

Student Accommodation Executive Committee is a student self-managed organization aiming at providing support on student accommodation affairs, organizing dormitory activities and setting up a platform of interactive communication among students, university and property management office. SAEC contains five divisions including Publication, Planning, Secretary, Finance and Outreach Department besides one chairman and one vice-chairman. SAEC is a big happy family.

学生宿舍执行委员会是一个旨在提供宿舍事务支持，举办宿舍活动以及为学生、学校、物业搭建互动交流平台的学生自治组织。除了主席和副主席外，SAEC包括五个部门分别是宣传部、策划部、秘书部、财务部和外联部。SAEC是一个欢乐的大家庭。



Student Community Representative 学生社区代表

Student Community Representatives are an important part of SAC who are excellent Y1 students chosen from each administrative class at the beginning of the new semester. SCRs would be divided into several groups. And SCRs need to provide support and help on student accommodation affairs and activities in groups. SCRs are supposed to become models among students to live a happy and healthy life.

学生社区代表们是在大一新生开学时从各行政班选拔出来的优秀学生，也是宿委重要的成员。社区代表会分为若干小组，并以小组的形式为学生宿舍事务和活动提供支持和帮助。学生社区代表应当成为学生中间欢乐和健康生活的好榜样。



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Duties of SAC 宿委的职责

Duties of SAEC 宿委执委会职责

- Guide and encourage students to build up a community of SAC H4 culture
- Set up a communication bridge among students, university and PMO
- Make plans and decisions on the work and activities of SAC
- Make contributions on the development and promotion of SAC
- Organize training and communication work among SACs
- 引导并鼓励学生构筑一个符合宿委H4文化的社区
- 在学生、学校和物业之间搭建一个沟通的桥梁
- 为宿委的工作和活动制定决策和计划
- 为宿委的发展和推广出力
- 组织宿委成员的培训和交流活动

Duties of SCRs 学生社区代表职责

- Set an example of happy and healthy accommodation life among students
- Communicate with CT and support accommodation guidance work
- Take part in organizing and publicizing accommodation activities
- Collect feedback from students about accommodation life
- 成为学生中快乐和健康生活的榜样
- 与辅导员保持沟通并支持宿舍引导工作
- 参与宿舍活动的组织和宣传
- 收集学生们有关宿舍生活的反馈信息



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“Benefits” of SAC 宿委的“福利”



Make a treasure **Friendship**
in our SAC happy big family
在SAC的欢乐大家庭中收获
真挚的**友谊**



Get more **Opportunities** to
challenge and improve
yourself

获得更多挑战和提高自我的
机会



Get a **Certificate** of
Incumbency/Membership/A
ppreciation after one year's
efforts

通过一年的努力获得相应的工作或表彰**证明**



Enjoy the SAC **Activity Room**
at 1F of Hall A05 to have a
saloon or self-study

使用SAC在A05一楼的**活动室**
进行沙龙活动或自习

Appendix I Accommodation Service Support

Accommodation Maintenance & Service

Dong'wu Property Management Company offers 24-hour services to students who live in the dormitories of this town.

- Daily Maintenance
- Public environment cleaning of the dorm area
- Safety conduct
- Accommodation management (dorm application/adjustment/cancellation procedure, water and power voucher center)
- Others

Property Management Office

Office Telephone: 0512-88852775 (Monday to Friday 8:30-17:00)

Maintenance Call: 0512-88852922 (8:00-17:00)

Night Duty Call: 15862377370 (21:00-8:00)

Office Address: 1F of Dorm A03



Manager Open Day

You could communicate with managers of Dong'wu Property Management Office face-to-face through this platform.



Manager: Ms. Xiao

Venue: Dong'wu Property Management Office(1F of A03, opposite of MBA Hotel)

Time: Every Friday Afternoon



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Water and Electricity Voucher Center



Dong'wu Property Management Office posts the power warning notices at the first floors of each hall regularly. Please pay attention to the Low Power Early Warning on the Notice Board of the first floor of each hall.

Students also need to watch the water usage situation and can borrow a water card from the voucher center to check the remaining water volume.

Water and Power Voucher Center : 1F of Hall A02 (working time: 9:00-21:00 except the meal time).



Appendix II Warm Reminder

Be Watchful for Defraud, Pilferage & Fireproofing

- Whenever you hear knocking in the dorms, remember to enquire first then open the door. Do not open the door for strangers.
- Do not believe any strange salesmen.
- Deposit most of your cash into the bank timely and do not put too much cash in the dorms.
- Take care of your valuables. Take away the things with you when you leave rather than leave them randomly in the classroom, dormitory or any public areas.
- Whenever you leave the dorms, please remember to check whether the door and the windows are closed and locked.
- Fire/flammable material and electrical equipment over 500W are forbidden in the dormitory. Learn to use the fire extinguisher.

Others

- Watch for traffic and personal property when go out.
- Pets are not allowed to be raised in the dorms.
- **Please pay attention to the power warning notice (1F of Each Hall) and the water usage situation of your dorm by yourselves. Students could borrow a power card from the voucher center to check the left water volume of your dorms.**
- **The voucher center only opens during 9:00-21:00 (Except the meal time)**

Common Contact:

Frequently used numbers:

Emergency 110, Fire alarm: 119, Ambulance: 120

Yong'an Policy Station: 0512-62850110



For any urgent cases, please contact Dong'wu Property Management or the Local Police Station



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Appendix III Common Use Contact Information

Wenxing Dormitory Property Management Office	Consultation	0512 88852775
	Maintenance	0512-88852922
	Night Emergent Call	15862377370
Wencui Dormitory Property Management Office	C01-05 Kefu PMO	0512-67616932
	C06-08 Dongwu PMO	0512-62990792
One-stop Student Service Center	Front Office	0512-88161854
	Local Student Dorm	0512-88161843/88161857
Campus Property Management	Foundation Building PMO	0512-88161060
	Science Building PMO	0512-88161061
	Central Building PMO	0512-88161066
	Public & Engineering & Business Building PMO	0512-88161064/88161065
Police Station	Emergency	0512-62850110
	Residence Registration	0512-62850972
Emergency Call	Fire	119
	First Aid	120
Hospital	Dushu Lake Science & Innovation Hospital	0512-62627777
	SIP Kowloon Hospital	0512-62629999
	SIP Lou Feng Hospital	0512-62528819
	The First Affiliated Hospital of Soochow Universities	0512-65223637
	The Second Affiliated Hospital of Soochow Universities	0512-68282030
	Suzhou Municipal Hospital	0512-65223693
Travel	Train Station	0512-95105105
	Bus Station	0512-65776577
	Taxi Service	0512-67776777

Appendix IV Student Accommodation Map



- ① Stores and shops
- ② China Post
- ③ Laundry Room
- ④ **Water and power voucher center(1F of Hall A02)**
- ⑤ A05 Girls' Hall
- ⑥ Teachers' Apartment
- ⑦ MBA Hotel Apartment
- ⑧ **Dormitory Dong'wu Property Management Office(1F of Hall A03)**
- ⑨ Student Canteen



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Welcome to join SAC

Please contact us



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敬请扫描二维码关注

Please scan the QR



Name 姓名		Gender 性别	
Phone No. 手机号		Email 邮箱	
Specialty 特长			
I'd like to join in Planning/Secretary/Publication/Outreach/Finance Department 我想加入 策划/秘书/宣传/外联/财务 部			

Please fill out the above table, cut down this page and give it to SAC members on site.

Or you could also send your information to Accommodation@xjtlu.edu.cn to join us



Student Accommodation Committee Handbook

Xi'an Jiaotong-Liverpool University

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