

## Resignation Procedures

1. Campus ID card and Foreigner's Work Permit in the People's Republic of China should be submitted back to Foreign Affairs Office.
2. If accommodated in the Zhongguanyuan Global Village, foreign expert informs the reception at least one day before the check-out date, leaving enough time for the hotel to check room facilities.
3. Foreign expert cancels other certificates in China as one prefers, such as mobile phone number, bank account.