

國立中興大學男生宿舍公約及違規處理要點

National Chung Hsing University Guidelines on Rules and Punishment for Male Dormitory

106年5月18日男生宿舍服務委員會會議修正

107年5月16日男生宿舍服務委員會會議修正

108年6月05日男生宿舍服務委員會會議修正

109年6月09日男生宿舍服務委員會會議修正

110年6月09日男生宿舍服務委員會會議修正

111年6月09日男生宿舍服務委員會會議修正

112年7月15日男生宿舍服務委員會會議修正

113年5月18日男生宿舍服務委員會會議修正

Amendment to the Male Dormitory Service Committee Meeting on May 18, 2017

Amendment to the Male Dormitory Service Committee Meeting on May 16, 2018

Amendment to the Male Dormitory Service Committee Meeting on June 5, 2019

Amendment to the Male Dormitory Service Committee Meeting on June 9, 2020

Amendment to the Male Dormitory Service Committee Meeting on June 9, 2021

Amendment to the Male Dormitory Service Committee Meeting on June 9, 2022

Amendment to the Male Dormitory Service Committee Meeting on July 15, 2023

Amendment to the Male Dormitory Service Committee Meeting on May 18, 2024

第一條

1. 依據中興大學學生住宿輔導辦法特制定本公約，以維護宿舍整體安全，並由男宿服務委員執行本宿舍公約。
2. 本校學生進住學生宿舍應遵守本公約，違反本宿舍公約者，依具體情況處以退宿或記點處分。
3. 住宿生之違規記點，採一學年累計制。記滿5點者，斷網三天；記滿10點者，斷網一個星期；記滿15點者斷網一個月且通知家長；記滿20點一律退宿，限期於七天內搬離，不得異議。
4. 休學、退學者須立即退宿，限期於七天內搬離，不得異議。

Article 1:

1. The following regulations are formulated in accordance to the **Dormitory Regulations of National Chung Hsing University** to maintain the overall safety and comfort of the dormitory residents, and is enforced by the Male Dormitory Service Committee.
2. Students living in the dormitory must abide by these regulations. Those who violate the rules shall receive penalty points or be suspended from the dormitory according to the situation.
3. Penalty points will be accumulated over the academic year. Students who receive 5 penalty points will be unable to connect the internet for 3 days. Students who receive 10 penalty points will be unable to connect the internet for 7 days, and their parents will be notified. Students who receive 15 penalty points will be unable to connect the internet for a month and their parents will be notified. Students who receive 20 penalty points should be suspended from the dormitory within seven days. No objections accepted.
4. Residents who are on suspension or quit the school should leave the dormitory within seven days with no objections.

第二條

依學校出納組規定，住宿生須將本人帳戶資料(父母及親友，概不收受)繳交至各樓層服務委員，並登錄至「學生撥款局帳號登錄系統」(<https://nonstop.nchu.edu.tw/StudAcc/index.jsp>)。

未完成填寫者，學期結束後將無法辦理退費。

Article 2:

According to the provision of the Cashier Division, residents should provide personal account information to staffs of Male Dormitory Service Committee, and register their account information in the Student Account Registration System. Residents who have not registered will not receive refunds in the end of the semester. (<https://nonstop.nchu.edu.tw/StudAcc/index.jsp>)

第三條

宿舍床位由服務中心分配調整，住宿生不得拒絕床位安排及調整。

若寢室僅剩一人時，服務中心得考量安全需求安排更換至其他寢室。

未經男宿服務中心許可，擅自進住、私自換床位或至他人寢室就寢，記 10 點。

惟遇下列情況，經審查通過，可申請換床位：

- (1)與室友嚴重生活作息不協調，經服務委員查證屬實者。
- (2)有疾病需他人協助者。
- (3)其他特殊狀況經服務中心同意者。

遇前項情況若未事先申請即換床位者，視同私自換床位。

Article 3:

Beds in the dormitory are allocated by Male Dormitory Service Center. Residents are not allowed to reject the allocation and adjustment of beds.

If there is only one person left in the room, Male Dormitory Service Center would arrange room changing in consideration of safety needs.

Residents who move into the dormitory, changing their bed or room without the permission of Male Dormitory Service Center shall receive 10 penalty points.

Residents can apply for bed-changing under the following circumstances:

1. Residents who were in disorder with their roommates because of life style, which is proved by a member of the service committee.
2. Residents who suffer from illness and need special cares.
3. Other emergency situations.

Changing beds without application is considered as changing bed without permission.

第四條

住宿生未經服務中心同意，擅自留宿非該房之住宿生，記 5 點；擅自帶非住宿生進入宿舍或留宿非住宿生，記 20 點。

Article 4:

Residents are not allowed to bring non-resident students to the dormitory without permission of Male Dormitory Service Center. Those who violate the rules shall receive 5 penalty points. Residents who allow non-resident students staying in the dormitory overnight shall receive 20 penalty points.

第五條

宿舍大門門禁時間為 00:30-06:00，違者記 5 點進出者須做登記。住宿生於門禁時間內，機車須以牽行方式進出宿舍。如有違規，且經勸導不聽者，記 10 點；情節嚴重者得記 15 - 20 點。

Article 5:

Curfew time for the dormitory gate is from 0:30 A.M. to 6:00 A.M. Residents who enter or leave the dormitory shall register first and violators will be penalized with 5 points. Residents shall walk their scooters while entering the dormitory during the curfew period, Violators will be penalized with 10 points and if repeat offenders will be penalized 15-20 points.

第六條

進出各棟宿舍出入口時，請隨手關門。若有阻擋或破壞門禁系統之情形，記 5 點，並照價賠償，累犯者記 20 點。

Article 6:

Please close the door when entering and leaving the dormitory. Residents who block the gate or break the access system shall receive 10 penalty points and be requested for compensation. Those who constantly violate this article shall receive 20 penalty points.

第七條

住宿生借用寢室備份鑰匙須於借用後 24 小時內歸還，若逾時未還，記 5 點。

Article 7:

Residents borrowing the backup key of their room should return the key in 24 hours. Violators shall receive 5 penalty points.

第八條

有床位而未進住或每週有三次以上無故未在寢室就寢者，記 20 點。

Article 8:

Residents who acquired a bed in the dormitory but do not live in shall be suspended from the dormitory. Residents who have not stayed in his dormitory room 3 times per week shall receive 20 penalty points.

第九條

宿舍內應保持輕聲，包含自身物品所發出之噪音以不影響他人為準則，如影響他人經舉發後，不遵守宿舍服務委員勸導改正者，記 5 點，並得連續舉發之。

Article 9:

Residents should keep silent and not disturb other residents in the dormitory area. After being reported for impacting others, those who do not follow the dormitory service committee's advice for improvement shall receive 5 penalty points. Those who constantly violate this article may be measured per violation.

第十條

若行為影響他人生活，受室友或其他住宿生舉發，經宿舍服務委員勸導而不改正，記 5 點，並得連續舉發之。

Article 10:

If roommates or other residents report that one's behavior influenced their lives in the dormitory, those who do not follow the dormitory service committee's advice for improvement shall receive 5 penalty points. Those who constantly violate this article may be measured per violation.

第十一條

禁止在宿舍區域內打球，違者記 5 點。

Article 11:

Playing ball in the dormitory area is prohibited. Violators shall receive 5 penalty points.

第十二條

未經許可不得擅自開啟他人寢室、抽屜、衣櫃,或有任何竊取財物之行為,違者依情節輕重記 5-20 點,服務委員值勤公務不在此限,得以在公務範圍內進入住宿生房間執行公務,住宿生不得異議。

Article 12:

Entering other people's room, opening drawers or closets of others without permission is prohibited. Larceny is strictly prohibited in the dormitory. Violators shall receive 5 to 20 penalty points in accordance with the situation. Members of the service committee can enter students' rooms due to needs for public affairs; residents cannot reject.

第十三條

請尊重其他住宿生,勿侵害他人隱私(如:偷窺、偷拍等),違者依情節輕重記 5-20 點。

Article 13:

Residents should respect other residents and not infringe other people's privacy. Violators shall receive 5 to 20 penalty points in accordance with the situation.

第十四條

宿舍區域內嚴禁吸菸、飲酒,違者記 10 點;酒醉滋事、賭博及鬥毆者,記 20 點。

Article 14:

Smoking or drinking alcohol in the dormitory area is prohibited. Violators shall receive 10 penalty points. Those who gambling in the dormitory area, arousing commotion or fight after drinking shall receive 20 penalty points.

第十五條

宿舍區域內禁養動物,且公共區域內禁止私自放置盆栽,違者記 5 點,並立即移除違規物,未改善者,得連續加記。

Article 15:

Animals and potted plants are not allowed to be placed in public areas without permission. Violators will be penalized with 5 points and offending objects will be removed immediately. Those who constantly violate this article may be measured per violation.

第十六條

住宿生須共同維護宿舍清潔,並做好垃圾分類,違者記 5 點。若垃圾未丟置於指定區域內,記 10 點,如未改善得連續加記。

Article 16:

Residents shall maintain the cleanliness of the dormitory and recycle properly. Violators shall be penalized with 5 points. Residents who do not dispose the waste in the designated area shall receive 10 penalty points. Consecutive points will be added for repeat offenders.

第十七條

除第十六條所列之情形外,住宿生有其他浪費公共資源、違反公共衛生、妨害居住安寧或公共安全之行為者,宿舍服務委員得視情節記 5-20 點。

Article 17:

Despite the situation in Article 16, residents shall receive 5 to 20 penalty points by members of Male Dormitory Service Committee in accordance with the situation for behaviors causing public safety issues, such as wasting public resources, causing public sanitary problems or disturbing others.

第十七條之一

進出宿舍請遵守出口與入口車道分流，切勿逆向，如有違反經勸導仍續犯者，記 10 點

Article 17-1:

Please follow the traffic segregation while entering or exiting the dormitory area. Violators who do not follow the dormitory service committee's advice for improvement shall receive 10 penalty points.

第十八條

宿舍區域內禁止使用煤油爐、瓦斯爐等火具且勿攜入危險物品，違者記 20 點。

Article 18:

Kerosene stove, cassette cooker and other dangerous products are prohibited in the dormitory. Violators shall receive 20 penalty points.

第十九條

宿舍區域內禁用電鍋、電磁爐、電熨斗、烤箱、冰箱、電暖爐、除濕機或 500 瓦以上等高功率電器(除吹風機、電腦設備外)，違者宿舍服務委員得視情節記 5-20 點。

Article 19:

High power appliance, including electric stew pot, induction cooker, TV, iron, dehumidifier, refrigerator, electric heater or electronic devices with over 500W, are prohibited in the dormitory. (Hair dryer and computer are excluded). Violators shall receive 5 to 20 penalty points in accordance with the situation.

第二十條

未經許可，不得擅自占用公共設備、逕行拔除公共設備或緊急逃生設備之插頭，違者記 5 點，情節嚴重者依校規處理。

Article 20:

Residents should not occupy public property, plucking out the plug of the public property or the emergency evacuation equipment. Violators shall receive 5 penalty points. Those who with serious violation will be punished by school regulations.

第二十一條

禁止破壞公物，違者宿舍服務委員得視情節記 5-20 點，並照價賠償。

Article 21:

Residents should not destroy public property. Violators shall receive 5 to 20 penalty points in accordance with the situation and compensate the cost.

第二十二條

走廊、飲水機與電線盤架及其他公共區域請勿放置任何物品，如有違反經勸導仍不改善者記 5 點，該違規物品一律以廢棄物處理。

Article 22:

Residents should not place any belongings at the corridor, on the water dispenser, on the cable tray or in other public area. Violators who do not follow the dormitory service committee's advice for improvement shall receive 5 penalty points. The items will be considered and disposed as waste.

第二十三條

食物殘渣〈如茶葉、泡麵、果皮等〉不得倒入飲水機及洗手檯水槽、馬桶、小便斗，違者記 10 點。

Article 23:

Residents should not dump food waste (e.g., tea leaves, noodles and fruit peel) in the water dispenser, sink, toilet and

urinal. Violators shall receive 10 penalty points.

第二十四條

宿舍區域內禁止擅自宣傳或發放、張貼傳單，違者記 5 點。欲張貼者，須先至服務中心蓋章核准，再將海報張貼於指定區域。

Article 24:

Residents should not send the leaflet and paste the posters in the dormitory area without permission. Violators shall receive 5 penalty points. Residents should get an approval stamp from the service center before pasting the poster in the designated area.

第二十五條

宿舍區域內走廊上禁止使用自行車、機車、滑板、直排輪...等代步工具（輪椅不在此限），違者記 5 點。

Article 25:

Riding bicycle, motorcycle, skateboard, roller skates or other vehicles (wheelchair are excluded) at the corridor of the dormitory area is prohibited. Violators shall receive 5 penalty points.

第二十六條

男生宿舍區域僅提供機踏車停放，相關停放規定，依學生宿舍自行車及機踏車管理辦法訂定之：

- 1.宿舍之住宿生享有申請車證停車之權利，唯限申請本人或(祖)父母及兄弟姊妹之車輛。且每人只得申請一車證(腳踏車、機車擇一)，額滿為限。若經發現申請人為代人申請，或長期未停放申請人車輛之車位，住宿期間一律取消該享有之權利。
- 2.未申請到車證之住宿生，其腳踏車與機車僅可停放於宿舍外或學校停車場，禁止停放於宿舍區內，違規者一律貼單上鎖。
- 3.車輛使用人應將腳踏車或機車整齊停放於自屬之車架(位)上，未於規定位置張貼對號車證之車輛均屬違規一律上鎖。
- 4.欲解鎖者請在指定時間及地點，由本人申請解鎖。

解鎖時間	男宿服務中心 <u>上班時間</u>
解鎖地點	男宿服務中心

- 5.欲於非解鎖時間解鎖者，強制收回車證，且當學年度不再配證。
- 6.違規停車之處分方式為：違規者收取違規金 100 元，累犯者加記 5 點(可以累記)，另可於當學期以一小時的勞動服務，領回違規金，如未領回，將繳回校務基金。若當學年違規累計三次以上者，則立即取消車證資格，該學年內不得重新申請。
- 7.毀損或藏匿男宿服委會掌管之車鎖，或令其不堪用者，除須照價賠償外，強制收回車證，且該學年度不再配證，並得記 10 點。
- 8.嚴禁汽車、未張貼當年度車證之機車與自行車進入宿舍停放，違者一律上鎖，不得有議。
- 9.宿舍區域內嚴禁蓄意按鳴喇叭及飆車、蛇行等危險行為，違者記 10 點
- 10.宿舍區域內嚴禁洗車及更換機油，違者記 5 點。
- 11.有換領車證或其他需求可向服務中心提出，申請核可後，通知住宿生隔日起保留 5 天工作天，逾期未領取者應重新申請。

Article 26:

Regulations on the parking of bicycles and motorcycles in the dormitory area are established according to National Chung Hsing University Student Dormitory Bicycle and Motorcycle Management Regulation:

1. All residents in the male dormitory have the right to apply for a parking license. Residents can only apply for the permit for their own/family member's vehicle and each resident may only apply for one permit. If an applicant is found applying for a license for another person, this right will be suspended during her staying in the dormitory.
2. Residents who don't have the parking permit can only park outside. Violators' vehicles will be chained.
3. Vehicles which are not parked in the permitted areas will be considered as violation and will be chained.
4. Violators who want to unlock their vehicles should follow the timetable and rules below.

Time	Mon. ~ Fri. 9:00 to 10:30	Mon. ~ Fri. 18:00 to 19:00
Place	Male Dormitory Service Center (i.e., closed during examination week)	

5. For violators who unlock their vehicles in non-service hours, their parking permit will be canceled and will be unable to apply for a parking permit for the whole academic year.
6. Violator should pay a deposit of NTD\$100. Deposits are able to get back if violators finished 1 hour labor services. The deposit will be transferred into the endowment fund if no one takes it back. The parking license of the residents who violate this article for 3 times will be cancelled. Also, the residents will not be able to apply it for the whole semester. Those who constantly violate this article will be measured per violation.
7. Residents should not break or damage the lock which belongs to Male Dormitory Service Committee. Violators shall receive 10 penalty points and be responsible for compensation. The parking license will be canceled as well.
8. Residents should not park their car, bicycles or motorcycles without parking license in the dormitory area (temporary parking area excluded). The vehicles of the violators will be chained; No objection is accepted.
9. Residents should not press the horn of their vehicle intentionally in the dormitory area. Dangerous driving is strictly prohibited. Violator shall receive 10 penalty points.
10. Residents should not wash their vehicle in the dormitory area. Violators shall receive 5 penalty points.
11. For obtaining a parking permit or addressing other needs, please make a request to the service center. Once the application is approved, the residents will be informed to collect it within five business days from the following day. Failure to pick up the pass within the specified period will require reapplying.

第二十七條

男生宿舍每學期於住宿生學雜費中預收水電費、清潔費，每學年收取清潔保證金及財產保證金。

1. 電費於每學期初收取，學年末統一退費，多退少補。
2. 清潔費係為宿舍公共區域打掃的費用，不另行退費。
3. 學期結束後經服務委員清潔檢查未通過者及未依規定時間搬離宿舍者，予以扣除清潔保證金，並委由清潔公司進行清理，清潔保證金將支付清潔公司清理費用。
4. 財產保證金視當學期離宿寢室財產檢查狀況退費，如為個人使用之損毀，由住宿同學個人負賠償責任，若為共同使用區域，由同寢同學共同賠償。

Article 27:

Residents in Male Dormitory should pay water and electricity fee, cleaning fee, cleaning and property deposit in advance every semester.

1. Water and electricity fee will be collected at the start of the semester. Dormitory will return the overcharge or payment of the shortage at the end of the semester.

2. Cleaning fee covers the cleaning of public areas in the dormitory, so the money will not be refunded.
3. If residents failed to pass the cleaning inspection carried out by the service committee, the cleaning deposit will not be refunded. The dormitory will hire professional cleaning crew to clean up the rooms. Cleaning deposit will be used to pay for the cleaning company.
4. If any property in the room is damaged, the room members shall bear the cost jointly, and the compensation will be charged from their deposit fee.

第二十八條

宿舍網路使用規定：

- 1.宿舍網路隸屬於學校網路，使用者應遵守計資中心相關使用規範。
- 2.流量限制以單日流入(IN)與流出(OUT)皆不超過 4GB 為原則。單日流量超過者，將由計資中心進行限速，並於 05:00 回復網路。
- 3.嚴禁使用者利用宿舍網路從事任何非法行為，如濫發信件、網路攻擊、侵犯他人隱私，以及任何破壞網路正常運作之行為等，為維護網路之正常運作，計資中心將立即執行斷網六小時（可連續斷網），嚴重者將處以人工截斷。
- 4.為保護智慧財產權，校園網路禁止使用 P2P 軟體，違者計資中心將阻斷該應用程式。
- 5.如必須架設分享器，向網管提出申請並同意架設規則，經審查通過確有必要者，網管方得協助架設。

Article 28:

Regulations for the Internet in the dormitory:

1. Internet in the dormitory belongs to the university. Users should follow the rules of the computer center of the university.
2. The total flow (in and out) for a single day should not exceed 8GB; out flow should not exceed 4GB. The internet of the violators will be cut by the machine in the computer center until 00:00 the next day.
3. It is forbidden for users to use the dormitory network to carry out any illegal acts, such as spamming letters, cyber-attacks, human rights violations, and any acts that disrupt the normal operation of the network. The network will be cut off for six hours (the network can be disconnected continuously). In severe cases, it will be manually cut off.
4. In order to protect intellectual property, internet of campus is abandoned to use P2P program, violators will be cut the program by the machine in the computer center.
5. If residents need set up a wireless access point, please agree the set-up rules and apply it to the internet manager. After approving it and confirming the necessity, the internet manager can assist to set up.

第二十九條

寧靜樓層住宿規定：

- 1.於寧靜樓層區域內，應隨時保持安靜，不得吵鬧喧嘩。
- 2.寧靜樓層之生活請遵守以下時程：
 - (1)於 00:00–06:00 關閉寢室大燈。
 - (2)於 01:00–06:00 關閉網路及燈源（含檯燈），網路將會進行斷網，若須使用網路或燈光念書，請逕行前往自習室使用。
 - (3)考試週及前、後一週內取消以上限制。
- 3.為維護各樓層安寧，避免影響住宿生就寢，沐浴、洗滌等活動請於 00:00 前完成，00:00–06:00 將停止供應熱水。

4.若違反上述規定者，記 5 點，且爾後不得再申請寧靜樓層；違反情節重大者，將依宿舍相關規定予以退宿。

Article 29:

Regulations for the quietness building of the dormitory:

1. Please be quiet and do not disturb others in the dormitory.
2. Please follow the timetable below:
 - Turn off the main light between 00:00 and 06:00 A.M.
 - Turn off the Internet and the lamp between 01:00 A.M. and 06:00 A.M. The Internet will be cut off automatically. Residents who need to use lamp and Internet are able to go to the study room.
 - Limitations above will be cancelled before, during and after one week of the examination week.
3. To avoid disturbing other residents' sleeping time, please take a shower and wash your clothes before 00:00. There will be no hot water during 00:00~06:00.
4. Residents who violate any article above shall receive 5 penalty points, and be suspended to apply for quietness dormitory. For those who disobey the provision of the quietness dormitory seriously may be suspended from the dormitory.

第三十條

銷點實施辦法：

- 1.受記點處分的住宿生，應在 7 日內，於男宿服務中心領取並填寫申請表，提出銷點申請，超過 7 日不得申請。
- 2.申請銷點以 5 點為計算單位完成，申請後須於兩個月內完成銷點程序，若期間無法全數時數服務完畢，則不予以註銷。
- 3.銷 1 點需勞動服務 1 小時，由男宿服務中心指揮並監督住宿生完成勞動服務。
- 4.完成後由男宿服務中心蓋章認證後，才完成銷點。

Article 30:

Regulations for eliminating penalty points:

1. Residents who receive penalty points should fill out the application form and send it to the Male Dormitory Service Center within 7 days. Once received the penalties, application over 7 days will not be accepted.
2. Procedure for eliminating penalty points should be completed within 2 months. Penalty points will not be eliminated if violators cannot finish their labor service within 2 months.
3. Residents should provide 1 hours of labor service to eliminate 1 point. The Male Dormitory Service Center will be responsible for inspecting and monitoring the residents to finish their works.
4. Points will be eliminated after the Male Dormitory Service Center approves and puts a stamp on the application form.

第三十一條

夜間 00:00-06:00，禁用洗衣機、烘衣機及脫水機，違者記 5 點。

Article 31:

Residents should not use the washing machine, dryer and spin dryer from 12:00 A.M. to 6:00 A.M. Violators shall receive 5 penalty points.

第三十二條

宿舍設立公用冰箱，須依冰箱管理要點存放，未依規定者進行記點，違規物品予以清除。

Article 32:

Public refrigerators are regulated by **National Chung Hsing University Student Dormitory Public Refrigerators Management Regulation**. Violators will be measured by the regulation, and the items will be considered and disposed as waste.

第三十三條

住宿生如未正確使用洗衣機、烘衣機、脫水機等公共物品，或影響其衛生之行為，記 5 點。

Article 33:

Residents who use the washing machine, dryer or spin dry inappropriately that threaten their sanitary shall receive 5 penalty points.

第三十四條

本宿舍公約如有不完備之處，得經男宿服務委員會及男宿服務中心討論通過，送住宿輔導組核備後，公告實施。

Article 34:

Any matters which are not covered in the guideline shall be discussed and passed by Male Dormitory Service Committee and Male Dormitory Service Center. The revised Guideline will be implemented after the approval of Student Housing Service Division and public announcement.