

# 國立中興大學學生宿舍借用管理要點

## National Chung Hsing University Rules for Students Dormitory Application

107 年 12 月 14 日學生事務會議訂定  
Formulated by students affairs meeting dated December 14, 2018  
108 年 5 月 3 日學生事務會議修正(第四點)  
Amended by students affairs meeting dated May 3, 2019  
109 年 5 月 15 日學生事務會議修正(第四點)  
Amended by students affairs meeting dated May 15, 2020  
113 年 11 月 29 日學生事務會議修正(附表)  
Amended by the Student Affairs Meeting dated November 29, 2014 (Appendix).

- 一、為有效管理學生宿舍，依據本校場地設備管理使用暨收費辦法訂定本要點。
  1. This rule is established to manage student dormitory efficiently according to the Regulation for the Management and Charging of the Usage of Facility and Space of the University.
- 二、提供校內需留校住宿之學生及寒暑假各行政單位、系所、社團辦理各項活動，經學校核准始得申請寒暑假住宿。
  2. The University provides dormitory for students in need and all administrative units, departments and clubs during summer and winter vacation.
- 三、申請時間：依住宿輔導組公告時間辦理，額滿不再受理。
  3. Time for application: Students should apply for dormitory within the time the Student Housing Service Section announced and before the rooms are full.
- 四、住宿收費標準：本校生寒暑假住宿、外校短期交流實習生住宿、本校生學期間因重大事故因素需臨時短期住宿、校內外單位及社團寒暑假辦理活動需住宿者者，應向各宿舍服務中心申請，並依附表規定繳交住宿相關費用。
  4. Charging standards for dormitory: accommodations for students in our school for winter and summer vacations, accommodations for short-term exchange interns from foreign schools, students in our school who need temporary accommodation due to major accidents during the semester, and those who need accommodation for activity held in winter and summer vacations should apply to each dormitory service center, and pay accommodation-related fees in accordance with the schedule.
- 五、申請核准繳費後，除因不可抗力或其他重大因素外，不得申請延期或要求退費。
  5. After applying for the bill approval, units should either pay 10% of the total residence fee (dormitory room cleaning fee excluded) in advance or pay NT 500

dollars cleaning fee for public area every day. Except for some unpredictable circumstances, one cannot ask for extension or refund.

六、借用單位及學生應遵守下列規定:

6. Units and students who apply for dormitory should abide by the following rules:

- (一) 遵從政府法令及本校規定，不得妨害社會善良風俗。
- (二) 借用單位依管理單位核定日期進住並提供住宿人員名冊予宿舍服務中心。
- (三) 未經許可不得張貼海報、宣傳標語，或因辦理選舉而設投票所。
- (四) 宿舍內全面實施禁煙。
- (五) 硬體設施不得任意敲打與破壞。
- (六) 不得攜帶鞭炮、火燭等易燃物或爆裂物及其他危險物品與有礙衛生物品及攜入任何寵物。
- (七) 借用申請經核准後，不得任意轉借其他單位使用及個人。
- (八) 使用時應維護清潔，不得改變原有設施，活動結束後須回復原狀。
- (九) 使用時應愛惜宿舍各項器材或設備，不得擅自啟用各項設備，如需臨時另接電源或電器設備，應先接洽宿舍服務中心辦理，若因使用不當造成毀損者，應負損害賠償責任。
- (十) 嚴禁於宿舍內烹煮食物；離開寢室，應關閉宿舍之門窗及電源。
- (十一) 借用單位因故取消借用時，應提前一週辦妥取消借用及退費手續。逾期不受理，所繳費用概不退還。
- (十二) 借用單位及學生應負責住宿人員及財務管理責任。
- (十三) 使用時應遵守門禁管制並保持住宿區之寧靜。

- (1) Units and students should abide by the law and the school regulations.
- (2) Units and students should check in on the approved date and provide dormitory staff with residence registry.
- (3) One should not put up poster and slogan or set up polling booth in the dormitory.
- (4) No smoking in the dormitory.
- (5) One should not deliberately damage the facilities and equipment in the dormitory.
- (6) One should not bring explosives, flammable products or objects that might endanger people such as fire cracker or candle. Also, one should not bring in unsanitary objects or pets in the dormitory.
- (7) After the application is approved, one should not rent the room to other units

or individuals.

- (8) When using equipment or appliance, one should keep it clean and maintain it. After using it, one should put it back in its place.
- (9) Units and students should maintain the facilities and the equipment in the dormitory. If necessary, units and students should ask the dormitory services center to help them to add external power supply. Any damage caused by inappropriate usage should be compensated.
- (10) No cooking in the dormitory. When leaving the dormitory room, one should close the door and window and turn off the light.
- (11) Units and students who want to cancel the registration should cancel it and apply for refund one week before the residence. Cancellation and refund application after check-in will not be accepted.
- (12) Units and students should be responsible for their own safety and properties.
- (13) Abide by the dormitory curfew policies and keep quiet in the dormitory.

七、本要點經學生事務會議通過後，簽請校長核定施行，修正時亦同。

7. The rule shall be approved by the Student Affairs Conference and the president before being implemented. Any amendments shall be processed accordingly.

【附表：學生宿舍借用收費標準】

住宿棟別之學期宿費級距	身分別及住宿事由	住宿費			財產保證金	清潔費	網路費
		住宿 1-14 日	住宿 15-30 日	住宿超過 30 日	寢室清潔保證金		
未達 8,000 元/學期/人	本校生寒暑假住宿	100 元/日/人	(該宿舍) 1 個月住宿費	30 日以內比照左列計費，每超過 30 日重新起算	比照學期保證金	150 元/30 日內/人；每超過 30 日重新起算	20 元/7 日內/人； 40 元/8-14 日/人； 75 元/15-30 日/人； 每超過 30 日重新起算
	外校短期交流實習生住宿						
	本校生學期間因重大事故臨時短期住宿						
	校內單位及社團寒暑假住宿	200 元/日/人	200 元/日/人	200 元/日/人	學期保證金 2 倍		
	校外單位寒暑假住宿	300 元/日/人	300 元/日/人	300 元/日/人			
8,000-10,000 元/學期/人	本校生寒暑假住宿	150 元/日/人	(該宿舍) 1 個月住宿費	30 日以內比照左列計費，每超過 30 日重新起算	比照學期保證金	150 元/30 日內/人；每超過 30 日重新起算	20 元/7 日內/人； 40 元/8-14 日/人； 75 元/15-30 日/人； 每超過 30 日重新起算
	外校短期交流實習生住宿						
	本校生學期間因重大事故臨時短期住宿						
	校內單位及社團寒暑假住宿	280 元/日/人	280 元/日/人	280 元/日/人	學期保證金 2 倍		
	校外單位寒暑假住宿	420 元/日/人	420 元/日/人	420 元/日/人			
超過 10,000 元/學期/人	本校生寒暑假住宿	210 元/日/人	(該宿舍) 1 個月住宿費	30 日以內比照左列計費，每超過 30 日重新起算	比照學期保證金	150 元/30 日內/人；每超過 30 日重新起算	20 元/7 日內/人； 40 元/8-14 日/人； 75 元/15-30 日/人； 每超過 30 日重新起算
	外校短期交流實習生住宿						
	本校生學期間因重大事故臨時短期住宿						
	校內單位及社團寒暑假住宿	390 元/日/人	390 元/日/人	390 元/日/人	學期保證金 2 倍		
	校外單位寒暑假住宿	580 元/日/人	580 元/日/人	580 元/日/人			

\*本校生寒、暑假住宿各繳交全學期電費水費之 1/4、1/2。其他短期住宿者，依實際用電用水度數計費。

**【Schedule : Charging standards for dormitory】**

Intervals of accommodation fee (depends on the building)	Status and reason	fee			Property bail	Cleaning fee	Internet fee
		1-14 days	15-30 days	Over 30 days	Cleaning bail		
Less than 8,000 NT dollars/semester/per	students in our school for accommodations during winter and summer vacations	100 NT dollars/day/per	Accommodation fee for a month (depend on the building)	Charging within 30 days according to the left column, recalculate every 30 days	As the bail for a semester	within 30 days: 150 NT dollars /per ; recalculate every 30 days	within 7 days : 20 NT dollars /per ; 8-14 days : 40 NT dollars /per ; 15-30 days : 75 NT dollars /per ; recalculate every 30 days
	short-term exchange interns from foreign schools for accommodations						
	students in our school for temporary accommodation due to major accidents during the semester						
	school unit and club for accommodation in winter and summer vacations	200 NT dollars/day/per	200 NT dollars/day/per	200 NT dollars/day/per	Twice as the bail for a semester		
	extramural unit for accommodation in winter and summer vacations	300 NT dollars/day/per	300 NT dollars/day/per	300 NT dollars/day/per			
8,000-10,000 NT dollars/semester/per	students in our school for accommodations during winter and summer vacations	150 NT dollars/day/per	Accommodation fee for a month (depend on the building)	Charging within 30 days according to the left column, recalculate every 30 days	As the bail for a semester		
	short-term exchange interns from foreign schools for accommodations						

	students in our school for temporary accommodation due to major accidents during the semester						
	school unit and club for accommodation in winter and summer vacations	280 NT dollars/day/per	280 NT dollars/day/per	280 NT dollars/day/per	Twice as the bail for a semester		
	extramural unit for accommodation in winter and summer vacations	420 NT dollars/day/per	420 NT dollars/day/per	420 NT dollars/day/per			
Surpass 10,000 NT dollars/semester/per	students in our school for accommodations during winter and summer vacations	210 NT dollars/day/per	Accommodation fee for a month (depend on the building)	Charging within 30 days according to the left column, recalculate every 30 days	As the bail for a semester		
	short-term exchange interns from foreign schools for accommodations						
	students in our school for temporary accommodation due to major accidents during the semester						
	school unit and club for accommodation in winter and summer vacations	390 NT dollars/day/per	390 NT dollars/day/per	390 NT dollars/day/per	Twice as the bail for a semester		
	extramural unit for accommodation in winter and summer vacations	580 NT dollars/day/per	580 NT dollars/day/per	580 NT dollars/day/per			

\* Students in our school have to pay 1/4 and 1/2 of the electricity and water fees for the entire semester of the winter and summer vacation accommodation, others are charged based on the actual electricity and water consumption.