

國立中正大學學生宿舍用電收費管理規定

National Chengchi University Student Dormitory Electricity Fee Management Regulations

97年7月23日學生事務會議通過 97年12月30日學生事務會議修正

Passed by the Student Affairs Conference on July 23, 2008, amended by the Student Affairs Conference on December 30, 2008.

依據本校碩、博士班宿舍管理要點第廿二條暨學士班宿舍管理要點第廿五條規定

In accordance with Article 22 of the Master's and Doctoral Dormitory Management Guidelines and Article 25 of the Bachelor's Dormitory Management Guidelines of the university.

訂定本管理規定。

These management regulations are hereby established.

本規定之目的為維護學生宿舍區用電安全，養成學生愛惜資源與節約之良好習慣

The purpose of this regulation is to ensure the safety of electricity usage in student dormitory areas and to cultivate students' good habits of cherishing resources and practicing conservation.

，以期樽節宿舍區用電開支，使有更多款項用於宿舍軟、硬體之改善。

The aim is to reduce electricity expenses in dormitory areas, thereby freeing up more funds for the improvement of both software and hardware facilities in the dormitories.

學生宿舍各項用電設備、設施購置成本、更新與維修所需經費，依使用者付費原

The acquisition, renewal, and maintenance costs of all electrical equipment and facilities in student dormitories are calculated into the dormitory fees for students of various academic systems based on the user-pays principle.

則列入各學制學生宿舍收費計算，並得依物價及使用成本調整。

and may be adjusted according to price fluctuations and usage costs.

學生宿舍寢室用電費用，依使用者付費原則由各寢室學生平均共同分擔。

Electricity charges for student dormitory rooms are shared equally among the students in each room, based on the principle of user-pays.

學生宿舍公共用電費用，依使用者付費原則由全體住宿學生平均共同分擔。

Electricity charges for public areas in student dormitories are shared equally among all resident students, based on the principle of user-pays.

收費以學年度為週期，每週期劃分為4個階段，分別計費各階段區分為：1. 上學期；

Charges are assessed on an academic year cycle, divided into four phases per cycle. Each phase is categorized as: 1. First semester;

2. 寒假；3. 下學期；4. 暑假（全期、前半期、後半期）。

2. Winter break; 3. Second semester; 4. Summer break (full period, first half, second half).

第七條 由學生宿舍業務承辦人、管理員、工讀生組成作業小組，其職掌如下：

Article 7: An operations team shall be formed by the dormitory affairs officer, dormitory managers, and student workers, with their responsibilities as follows:

一、業務承辦人：負責學生宿舍全般用電相關事項辦理。

I. Dormitory Affairs Officer: Responsible for handling all electricity-related matters in student dormitories.

二、管理員：

II. Dormitory Managers:

(一)負責學生宿舍各棟度數資料彙整、計算、報表製作、費用核算、催收、退費等作業事宜。

(1) Responsible for tasks such as compiling and calculating electricity consumption data for each dormitory building, preparing reports, calculating fees, collecting payments, and processing refunds.

(二)管制未繳人員名單，作為爾後住宿申請及離校手續之參考。

(ii) A list of personnel who have not paid their fees will be maintained for reference during future accommodation applications and departure procedures.

(三)每階段抄錶期間，不定時、不定點隨機抽查宿舍實際用電度數與登載數據相符。

- (iii) During each phase of meter reading, random inspections will be conducted at irregular times and locations to verify that the actual electricity usage in the dormitories matches the recorded data.

三、工讀生：各樓層寢室電錶度數抄取及資料輸入。

3. Work-study students: Responsible for reading the electricity meter readings for the rooms on each floor and entering the data.

第八條 作業流程：

Article 8: Operational Procedures:

一、每學期開始進住之第1日上午10時，由作業小組成員抄取各寢室電錶度數，並由

- I. On the first day of each semester at 10:00 AM upon moving in, members of the operations team will record the electricity meter readings for each dorm room. This will be verified by the

各寢室成員確認後，送交宿舍管理員彙整後公告。

room members and then submitted to the dormitory manager for consolidation and public announcement.

二、寒、暑假開始住宿之第1日上午10時，由作業小組成員抄取各寢室電錶度數，並

- II. On the first day of winter and summer vacation periods at 10:00 AM upon starting occupancy, members of the operations team will record the electricity meter readings for each dorm room. This will be verified by the

由各寢室成員確認後，送交宿舍管理員彙整後公告。

room members and then submitted to the dormitory manager for consolidation and public announcement.

三、每月1日由作業小組成員抄取各寢室電錶度數並公告供學生查詢、瞭解用電情形。

3. On the 1st of each month, task force members record the electricity meter readings from each dormitory and post them for students to check and understand their electricity usage.

四、抄錶次數每年以執行11次為原則：開學進住日、10/1日、11/1日、12/1日、

4. Meter readings are typically conducted 11 times per year: on the day students move in at the beginning of the semester, October 1, November 1, December 1,

第一學期結束日、寒假結束日、開學進住日、4/1日、5/1日、第二學期結束日、暑假結束日，如有增加抄表次數之需要，得另行公告實施。

the end of the first semester, the end of winter break, the day students move in at the beginning of the second semester, April 1, May 1, the end of the second semester, and the end of summer break. If additional meter readings are needed, they will be announced and implemented accordingly.

五、各階段預收電費規定如下：

5. The regulations for advance electricity fee collection at each stage are as follows:

1. 第一學期：併同住宿費收費，預收費用1500元。

1.First Semester: In conjunction with accommodation fees, a prepaid fee of 1500 yuan is collected.

2. 寒 假：併同寒宿收費，預收費用500元。

2.Winter Break: In conjunction with winter accommodation fees, a prepaid fee of 500 yuan is collected.

3. 第二學期：併同住宿費收費，預收費用1500元。

3.Second Semester: In conjunction with accommodation fees, a prepaid fee of 1500 yuan is collected.

4. 暑 假：

4.Summer Break:

(1)全期住宿者：併同暑宿收費，預收費用1000元。

(1) Full-Term Residents: In conjunction with summer housing fees, a prepayment of NT\$1,000 will be collected.

(2)半期住宿者：併同暑宿收費，預收費用500元；。

(2) Half-Term Residents: In conjunction with summer housing fees, a prepayment of NT\$500 will be collected.

六、每學期及暑、寒假住宿結束，各寢室學生辦理退宿時，由作業小組成員會同各寢室學生抄取電錶度數，並由該寢室成員確認後核算電費，並將資料送學務處生活事務組複核後公佈。

Six、 At the end of each semester and the summer/winter vacation, when students in each room check out, members of the working group will record the electricity meter reading together with the students in the room. After confirmation by the room members, the electricity fee will be calculated and the data will be sent to the Student Affairs Division for review before being announced.

七、作業小組依各寢室實際使用電量計費由各寢室學生預繳電費中扣抵，溢繳者造冊予以申辦退費；抵扣金額不足者造冊送出納組收繳超出之電費並須於規定時間內繳交完畢。

Seven、 The working group will calculate the electricity fee based on the actual electricity consumption of each room and deduct it from the prepaid electricity fee paid by the students in the room. For those who have overpaid, a list will be compiled for refund processing. For those whose deduction amount is insufficient, a list will be submitted to the Cashier Division for the collection of the outstanding electricity fee, which must be paid within the specified time limit.

八、學期內或暑、寒假中途入住者，由住宿學生會同管理員抄取電錶度數，並經確認後，送交宿舍管理員彙整後公告。

8. For those who move in during the semester or midway through summer or winter breaks, the electricity meter reading will be taken by the resident student together with the administrator. After confirmation, it will be submitted to the dormitory administrator for consolidation and announcement.

九、學期內或暑、寒假中途退宿者，由住宿學生會同管理員抄取電錶度數，核算電費確認後，依本條第五項規定扣繳。

IX. For those who withdraw from the dormitory during the semester or midway through the summer or winter break, the electricity meter reading will be recorded jointly by the resident student and the administrator, and the electricity fee will be calculated and confirmed. Deduction shall be made in accordance with Item 5 of this article.

第九條 各階段電錶抄取作業完成後，實施公告，如有任何疑問，限期於公告當天開始七

Article 9: After the meter reading operation at each stage is completed, an announcement shall be made. If there are any questions, they must be raised within seven days starting from the date of the announcement

日內提供有效證明向管理室申請查核或更正，逾期不予受理。

Submit valid proof to the management office for verification or correction on the same day; requests will not be accepted after the deadline.

第十條 繳費逾時者、未繳費者下階段起不予住宿；用電費用超溢預繳之電費時，自宿舍

Article 10: Those who fail to pay fees on time or do not pay fees will not be accommodated starting from the next stage; when electricity usage exceeds the prepaid electricity fee,

住宿費之保障金中扣繳，仍不足者，由宿舍管理員開單交學生前往出納組繳款，

the excess will be deducted from the accommodation deposit, and if still insufficient, the dormitory manager will issue a bill for the student to pay at the Cashier' s Office.

欠費者，將資料移送出納組管控，辦理離校手續時要求繳清費用。

Those who owe fees will have their information forwarded to the Cashier' s Office for control, and they will be required to settle all outstanding fees when processing their departure formalities.

第十一條 寢室冷氣設備損壞，經檢修如為正常損耗(壞)，由管理單位依程序報修；如經檢修為不正常損毀，由管理單位會同修繕人員(或廠商)鑑定，使用人(損毀人)照價賠償。

Article 11: If dormitory air conditioning equipment is damaged and, upon inspection, it is determined to be normal wear and tear or malfunction, the management unit will report for repair according to procedures; if, upon inspection, it is determined to be abnormal damage, the management unit will, together with the maintenance personnel (or supplier), assess the damage, and the user (person who caused the damage) will compensate at the market price.

第十二條 電錶損壞、誤差等非人為因素故障，致無法抄錶時，以該棟宿舍大樓當月各寢室最低用電度數，為該電錶故障寢室當月用電度數，據以計算電費。

Article 12: In the event of meter malfunctions due to non-human factors such as meter damage or inaccuracies, which prevent meter reading, the minimum electricity usage for that month among all rooms in the dormitory building shall be used as the electricity consumption for the room with the faulty meter for that month, and electricity charges shall be calculated accordingly.

第十三條 本辦法經「學生事務會議」討論通過，陳 校長核可後實施，修正時亦同。

Article 13: These regulations shall be implemented upon discussion and approval by the "Student Affairs Meeting" and subsequent approval by the President, and shall be similarly applied when amended.