

國立中正大學碩、博士班宿舍管理要點

Guidelines for the Management of Graduate Student Dormitories at National Chung Cheng University

85年12月16日學生事務會議通過 86年5月12日學生事務會議修正

Approved by the Student Affairs Meeting on December 16, 1996, revised by the Student Affairs Meeting on May 12, 1997

86年5月29日學生事務會議修正 86年12月5日學生事務會議修正

Revised by the Student Affairs Meeting on May 29, 1997, revised by the Student Affairs Meeting on December 5, 1997

87年10月23日學生事務會議修正 88年3月12日學生事務會議修正

Revised by the Student Affairs Meeting on October 23, 1998, revised by the Student Affairs Meeting on March 12, 1999

89年1月6日學生事務會議修正 90年12月26日學生事務會議修正

Amended by the Student Affairs Meeting on January 6, 1990; Amended by the Student Affairs Meeting on December 26, 2001

91年12月25日學生事務會議修正 92年4月22日學生事務會議修正

Amended by the Student Affairs Meeting on December 25, 2002; Amended by the Student Affairs Meeting on April 22, 2003

94年1月5日學生事務會議修正 95年12月12日學生事務會議修正

Amended by the Student Affairs Meeting on January 5, 2005; Amended by the Student Affairs Meeting on December 12, 2006

96年5月1日學生事務會議修正 96年12月19日學生事務會議修正

Amended by the Student Affairs Meeting on May 1, 2007; Amended by the Student Affairs Meeting on December 19, 2007

98年12月7日學生事務會議修正 99年12月22日學生事務會議修正

Revised at the Student Affairs Meeting on December 7, 2009; Revised at the Student Affairs Meeting on December 22, 2010

100年5月11日學生事務會議修正 101年5月23日學生事務會議修正

Revised at the Student Affairs Meeting on May 11, 2011; Revised at the Student Affairs Meeting on May 23, 2012

102年11月28日學生事務會議修正 103年12月23日學生事務會議修正

Revised at the Student Affairs Meeting on November 28, 2013; Revised at the Student Affairs Meeting on December 23, 2014

105年5月11日學生事務會議修正 107年5月23日學生事務會議修正

Revised at the Student Affairs Meeting on May 11, 2016; Revised at the Student Affairs Meeting on May 23, 2018

107年12月25日學生事務會議修正 110年6月9日學生事務會議修正

Revised by the Student Affairs Committee on December 25, 2018; Revised by the Student Affairs Committee on June 9, 2021

111年5月30日學生事務會議修正 114年6月3日學生事務會議修正

Amended by the Student Affairs Meeting on May 30, 111 (Year of the Republic of China) and further amended on June 3, 114 (Year of the Republic of China)

一、國立中正大學(以下簡稱本校)為提供住宿之碩、博士生舒適之住宿環境，達成生活教育之目的，及完善管理學生宿舍，特訂定本要點。

I. National Chung Cheng University (hereinafter referred to as "the University") hereby establishes these guidelines to provide a comfortable living environment for master's and doctoral students, achieve the goals of life education, and effectively manage student dormitories.

二、本校碩、博士生宿舍之管理，除法令另有規定者外，悉依本要點執行。

II. The management of graduate student dormitories at this university shall be carried out in accordance with these guidelines, unless otherwise stipulated by laws and regulations.

三、住宿學生破壞或遺失宿舍公物，應負賠償責任。其細部作業依「國立中正大學學生宿舍公有財產使用保管規定」辦理。

III. Students residing in dormitories who damage or lose public property shall be liable for compensation. The detailed procedures shall be handled in accordance with the "Regulations on the Use and Custody of Public Property in Student Dormitories at National Chung Cheng University."

四、學生宿舍之配住原則如下：

IV. The allocation principles for student dormitories are as follows:

(一) 博士班學生一人一室或二人一室。

(1) Doctoral students shall be allocated one room per person or two persons per room.

(二) 碩士班學生二人一室。

(2) Two master's students share one room.

(三) 男女學生分舍住宿。

(3) Male and female students are accommodated in separate dormitories.

(四) 寢室室友、可自行組合並事先報備；惟新生寢室由生活事務組安排。若有休學、退學、畢業、退宿等因素，致有空床為且無學生遞補時則其他寢室調整合併。

(4) Roommates may form their own groups and report in advance; however, dormitory assignments for new students are arranged by the Living Affairs Division. If vacancies arise due to factors such as suspension of studies, withdrawal from school, graduation, or moving out, and no students are available to fill the vacancies, dormitories may be consolidated or rearranged.

(五) 外籍學生、僑生、大陸學生與本國學生混合住宿。

(5) International students, overseas Chinese students, mainland Chinese students, and domestic students are accommodated together.

(六) 身心障礙學生因故確需家長陪同住宿照顧者，須經輔導中心評估並召開專案會議通過後，始可實施。

(VI) When students with disabilities genuinely require parental accompaniment for accommodation care due to special circumstances, implementation may proceed only after evaluation by the counseling center and approval through a dedicated review meeting.

(七) 剩餘床位已無碩、博士班學生遞補時，可遞補學士班學生住宿，惟住宿期限至當學年結束為止。

(VII) If no master's or doctoral students are available to fill remaining vacancies, undergraduate students may be accommodated, provided their stay is limited to the end of the current academic year.

(八) 遞補作業結束，雙人房已無學生遞補時，可開放碩、博士班及學士班學生單人申請住宿，收費為該房型床位之1.5倍。單人住宿權利至休學、退學、畢業為止，中途退宿則視同放棄。

(8) After the room assignment process is completed, if there are no students to fill vacancies in double rooms, single occupancy may be offered to master's, doctoral, and undergraduate students at 1.5 times the standard rate for the room type. The single occupancy privilege lasts until suspension of studies, withdrawal from school, or graduation. Withdrawing from the dormitory mid-term will be considered a forfeiture of this privilege.

(九) 上開寢室原則上採集中統一安排，剩餘區域開放碩、博士班及學士班學生組隊申請同一區域相鄰的房間。由學生事務處不定期公告辦理

(9) In principle, the aforementioned dormitories are arranged in a centralized and unified manner. Remaining areas may be opened for master's, doctoral, and undergraduate students to apply as groups for adjacent rooms within the same area. The Student Affairs Office will make announcements periodically regarding the application process.

五、碩、博士班學生每學年度應向各所提住宿申請，各所應於規定期間內將住宿名單送學生事務處生活事務組辦理。新生第一學期進住宿舍暫發門禁臨時卡予同學使用，註冊完成三日內應繳還臨時卡，遺失則須依臨時卡工本費照價賠償。

V. Master's and doctoral students must submit accommodation applications to their respective departments each academic year. Each department shall submit the accommodation roster to the Student Affairs Division's Life Affairs Section within the specified period. For new students entering the dormitory in the first semester, temporary access cards will be issued for their use. The temporary card must be returned within three days after completing registration. In case of loss, compensation must be made according to the cost of the temporary card.

六、每學年第二學期放棄住宿者應於第一學期結束前辦理不續住申請，逾期未申請放棄住宿者，將視同續住原寢，並須依規定繳納住宿費。

VI. Students who wish to give up accommodation in the second semester of each academic year must apply for non-renewal of accommodation before the end of the first semester. Those who fail to apply to give up accommodation by the deadline will be considered as continuing to reside in their original room and must pay the accommodation fee according to regulations.

七、學生事務處受理住宿申請後，按申請人數，依本要點第四條之原則，並循下列優先次序分配宿舍：

VII. After the Student Affairs Division accepts accommodation applications, dormitories will be allocated based on the number of applicants, following the principles outlined in Article IV of these guidelines, and according to the following priority order:

(一)身心障礙學生、僑生、外籍生、大陸學生（如為外籍獎學金生，則免費保障住宿至碩士班三年級、博士班六年級）。

(1) Students with disabilities, overseas Chinese students, international students, and mainland Chinese students (if they are foreign scholarship recipients, free accommodation is guaranteed until the third year of the master's program or the sixth year of the doctoral program).

(二)依據年度床位分配作業時學生總人數3%，分別控留男、女床位數量，辦理後續遞補作業。

(2) Based on the total number of students during the annual bed allocation process, 3% of the beds for both male and female students will be reserved separately for subsequent reallocation.

(三)有特殊困難之學生、原住民族籍學生、具備弱勢助學條件學生、戶籍為離島學生，經召開「特殊困難學生申請優先分配床位會議」審核後，優先分配宿舍。

(3) Students with special difficulties, indigenous students, students eligible for disadvantaged student assistance, and students whose household registration is in offshore islands will be given priority in dormitory allocation upon review and approval through the "Meeting for Priority Bed Allocation Applications for Students with Special Difficulties."

(四)各所現有之男、女生人數在三人(含)以下者，全額分配。其餘研究所，先行配置每所男、女生各三名之保障名額，剩餘之床位再依各所現有之男、女生人數比例分配，其優先順序由各所參酌同學意見自行訂定分配

原則辦理，並送學務處備查。

(4) Institutes with three or fewer male or female students will receive full bed allocation. For the remaining graduate institutes, an initial allocation of three guaranteed beds for both male and female students per institute will be provided. The remaining beds will then be allocated based on the proportion of male and female students in each institute. The priority order shall be determined by each institute in consultation with student opinions and submitted to the Student Affairs Office for reference.

(五)依前列各項分配後，學期中若有同學因休、退學、畢業等因素，致有空床位，由學生事務處不定期公告辦理遞補，其中博士房之遞補以高年級博士生優先分配。

(5) After allocation according to the aforementioned regulations, if vacancies arise during the semester due to reasons such as leaves of absence, withdrawals, or graduation, the Student Affairs Office will periodically announce reallocation opportunities. For doctoral room vacancies, priority will be given to higher-year doctoral students.

八、凡未辦妥住宿手續而擅自遷入宿舍，除依校規議處外，並取消其住宿申請之資格。

Eight. Any individual who moves into the dormitory without completing the accommodation procedures will not only be subject to disciplinary action according to school regulations but will also be disqualified from their accommodation application.

九、基於公共安全、安寧與環境衛生緣故，住宿學生不得違反左列任一事項：

Nine. For the sake of public safety, peace, and environmental hygiene, resident students must not violate any of the following items:

(一)擅自變更已經指定之寢室、床位。

(1) Unauthorized changes to assigned dorm rooms or beds.

(二)有賭博、抽煙、酗酒、鬥毆、逾越牆窗及大聲喧嘩妨害他人安寧之行為。

(2) Engaging in activities such as gambling, smoking, excessive drinking, fighting, climbing over walls or windows, or making loud noises that disturb the peace of others.

(三)存放危險或違禁物品。

(3) Storing hazardous or prohibited items.

(四)留宿外人或帶異性進入宿舍，應依相關規定辦理。

(4) Accommodating non-residents or bringing individuals of the opposite sex into the dormitory shall be handled in accordance with relevant regulations.

(五)召引商人進入宿舍販賣物品或傳教人員進入宿舍傳教。

(5) Inviting merchants to sell goods or religious personnel to preach within the dormitory.

(六)擅自變更或搬離寢室原有之設施。

(6) Unauthorized alteration or removal of original dormitory facilities.

(七)在宿舍內焚燒物品。

(7) Burning items in the dormitory.

(八)擅自佔用廊道、樓梯、公共區域堆放物品。

(8) Occupying corridors, staircases, or public areas without permission to store items.

(九)在宿舍區飼養寵物。

(9) Keeping pets in the dormitory area.

(十)異性進入宿舍，未依本校「學生宿舍異性互訪規則」辦理。

(10) Entering the dormitory of the opposite sex without following the university's "Regulations for Opposite-Sex Visitation in Student Dormitories."

(十一)不配合實施垃圾分類。

(11) Failure to cooperate with waste sorting.

(十二)除上述各項外，凡妨害宿舍安全安寧與環境衛生之任何情事，均予以禁止，並應避免使用高耗電量之電器及禁止使用瓦斯爐。

(12) In addition to the above items, any activities that jeopardize dormitory safety, tranquility, or environmental hygiene are prohibited. Students should also avoid using high-power electrical appliances and are prohibited from using gas stoves.

上述每項違規行為予以記點一次，記點累計滿三次(含三次)者，取消住宿資格勒令退宿。唯重大之違規行為，得由生活事務組另行建議處置。

Each of the aforementioned violations will incur one demerit point; accumulation of three or more demerit points (including three) will result in disqualification from accommodation and being ordered to vacate the dormitory. However, for serious violations, the Student Life Affairs Section may propose additional penalties.

十、住宿學生於編定寢室及床位後，學生事務處仍得視情況作局部調整，以達寢室空間充分利用之原則。如遇特殊事故(如疫情)得徵調學生宿舍使用。

10. After dormitory rooms and beds are assigned, the Office of Student Affairs may still make partial adjustments as necessary to maximize the use of dormitory space. In the event of special circumstances (such as an epidemic), student dormitories may be requisitioned for use.

十一、住宿學生於寒暑假期間應遷出宿舍。但因參與本校教學相關活動、或經核准之社團活動、或有其他特殊原因需住宿者，得申請留校住宿。其細部作業依「國立中正大學寒暑假學生宿舍管理要點」辦理。

Eleven. Students residing in the dormitories shall move out during winter and summer vacations. However, those who need to stay due to participation in university teaching-related activities, approved club activities, or other special reasons may apply for accommodation during the vacation period. Detailed procedures shall be handled in accordance with the "Guidelines for the Management of Student Dormitories at National Chung Cheng University during Winter and Summer Vacations."

十二、寒暑假未經申請住宿之寢室，暫時由生活事務組統籌管理。

Twelve. Dormitory rooms for which accommodation has not been applied for during winter and summer vacations shall be temporarily managed by the Student Affairs Section.

十三、住宿學生有左列情形之一者，應即辦理退宿：

Thirteen. Students residing in the dormitories shall immediately proceed with check-out under any of the following circumstances:

(一)休學、退學、轉學、畢業。

(1) Taking a leave of absence, withdrawing from the university, transferring to another university, or graduating.

(二)自願退宿。

(2) Voluntary withdrawal from housing.

(三)依本要點規定勒令退宿者

(3) Those ordered to vacate the dormitory according to these regulations

十四、本要點第十三條所列情形之住宿學生，經核准退宿後，應於核准之次日起算七日內騰空床位，繳還公物，遷離宿舍；住宿學生違反上述規定，得由本校學生事務處會同相關單位執行，該生不得再申請住宿。

14. Students who fall under the circumstances listed in Article 13 of these guidelines must vacate their bed space, return public property, and move out of the dormitory within seven days from the day after their withdrawal application is approved. If a student violates these requirements, the Student Affairs Office may coordinate with relevant units to enforce the rules, and the student will no longer be eligible to apply for housing.

十五、退費暨遞補繳費規定：

15. Refund and replacement fee regulations:

(一)一年級新生暨轉學生入學第一學期因不習慣住宿環境及管理情形，而辦理退宿時，依下列標準退費：

(1) For first-year freshmen and transfer students who apply for dormitory withdrawal during the first semester due to unaccustomed living environment and management circumstances, refunds shall be processed according to the following standards:

1. 住宿時間未逾上課三分之一基準日者，退還所繳住宿費之三分之二。

1. If the accommodation period does not exceed one-third of the semester's benchmark date, two-thirds of the paid accommodation fee will be refunded.

2. 住宿期間已逾上課三分之一基準日但未達上課三分之二基準日者，退還所繳住宿費之三分之一。

2. If the accommodation period exceeds one-third of the semester's benchmark date but does not reach two-thirds of the benchmark date, one-third of the paid accommodation fee will be refunded.

3. 住宿期間已逾全學期上課三分之二基準日者，不予退費。

3. If the accommodation period exceeds two-thirds of the semester's benchmark date, no refund will be provided.

(二)休學、退學、轉學、畢業辦理退宿者，比照前(一)項規定辦理。

(2) Students who withdraw from the university, transfer to another institution, or graduate and apply for accommodation withdrawal shall follow the same procedures as stipulated in the preceding item (1).

(三)一年級第二學期以上舊生，視住宿學生繳費及進住狀況，處理退宿退費作業方式如下：

(3) For continuing students from the second semester of their freshman year onward, the handling and refund process for accommodation withdrawal will be carried out based on the payment and check-in status of the resident students, as follows:

1. 未繳交住宿費者：

1. Those who have not paid the accommodation fee:

(1)欲免列入下學期註冊單內繳費項目，須於每年第一學期結束日及七月底以前，告知管理單位辦理。

(1) To be exempted from having the accommodation fee included as a payment item on the registration form for the following semester, students must notify the management unit for processing no later than the end of the first semester each year and by the end of July.

(2)上述時間以後進住宿舍日以前告知管理單位欲退宿者，仍請配合於辦理註冊作業時繳交住宿費，開學後再統一辦理退費。

(2) For those who notify the management unit of their intention to vacate after the aforementioned time but before the move-in date, they are still required to pay the accommodation fee during the registration process. A unified refund will be processed after the start of the semester.

(3)獲分配床位學生至開學日前仍未繳交住宿費者，取消其住宿資格。

(3) Students who have been assigned a bed but fail to pay the accommodation fee by the start of the semester will have their accommodation eligibility revoked.

2. 已繳交住宿費者：

2. For those who have already paid the accommodation fee:

(1)未進住宿舍：

(1) Not having moved into the dormitory:

①宿舍進住日以後開學日前告知管理單位欲退宿者，沒收保證金，開學後統一辦理住宿費退費。

(1) For those who notify the management unit of their intention to withdraw from the dormitory after the dormitory move-in date but before the start of the semester, the deposit will be confiscated, and accommodation fees will be refunded uniformly after the start of the semester.

②開學以後方告知管理單位欲退宿，或由管理單位清查後確定不住宿者，以告知管理單位或管理單位清查當日為基準，時間未逾全學期上課三分之一基準日者，退費三分之二；未逾三分之二基準日者，退費三分之一；逾三分之二基準日者，不退費。

(2) For those who notify the management unit of their intention to withdraw from the dormitory after the start of the semester, or who are confirmed by the management unit as not residing in the dormitory after an inspection, the refund will be calculated based on the date of notification to the management unit or the date of the management unit's inspection: if the date does not exceed one-third of the semester's class days, two-thirds of the accommodation fee will be refunded; if it does not exceed two-thirds of the semester's class days, one-third of the accommodation fee will be refunded; if it exceeds two-thirds of the semester's class days, no refund will be given.

(2) 已進住宿舍：一年級第二學期以上舊生之住宿因係自願申請，辦理退宿時不退費，惟特殊狀況者(須檢附證明文件及自述困難狀況)，得採個案方式辦理：

(2) For residents already living in the dormitory: Since accommodation for second-semester freshman or above is voluntary, no refund will be given when applying to withdraw, except in special circumstances (supporting documents and a self-statement of difficulties must be provided), which may be handled on a case-by-case basis:

①請當事人檢附相關文件，轉知系所循行政程序簽擬公文申請退費，俟核准後，將影本交管理單位據以辦理退費作業。

(1) The individual must submit relevant documents, and the case will be forwarded to the department to follow administrative procedures for applying for a refund via official document. Upon approval, a copy will be provided to the management unit to process the refund accordingly.

②保證金不予退回。

□ The deposit will not be refunded.

③個人用電費用依實際抄錶計價金額扣繳。

□ Individual electricity usage fees will be deducted based on the actual meter reading charges.

以告知管理單位退宿當日為基準，時間未逾全學期上課三分之一基準日者，退費三分之二；未逾三分之二基準日者，退費三分之一；逾三分之二基準日者，不退費。

□ Based on the date of notifying the management unit of check-out, if the time does not exceed one-third of the total semester' s class days, two-thirds of the fee will be refunded; if it does not exceed two-thirds of the total semester' s class days, one-third of the fee will be refunded; if it exceeds two-thirds of the total semester' s class days, no refund will be issued.

(3) 已繳交住宿費，開學後遲不辦理報到進住者，視同當事人繳費保留個人住校權利，管理單位負責控存其床位數(床位位置得由管理單位依權責調整)，當事人不得於事後以未進住為理由，要求退費。

(3) If the accommodation fee has been paid but the individual fails to check in after the start of the semester, it will be regarded as the individual having paid to reserve their right to on-campus accommodation. The management unit will be responsible for reserving their bed space (the bed location may be adjusted by the management unit as authorized). The individual may not subsequently request a refund on the grounds of not having checked in.

(四) 因住宿同學畢業或自動退宿因而空出之床位，由學生事務處辦理遞補事宜。遞補同學依下列標準繳費：

(4) For bed vacancies resulting from the graduation or voluntary withdrawal of resident students, the Student Affairs Division shall handle the replacement process. Replacement students shall pay fees according to the following standards:

1. 遞補時間未逾上課三分之一基準日者，全額繳費。

1. If the replacement occurs on or before the one-third benchmark date of the semester, the full accommodation fee shall be paid.

2. 遞補時間已逾上課三分之一基準日但未達上課三分之二基準日者，繳交住宿費之三分之二。

2. If the replacement occurs after the one-third benchmark date but before the two-thirds benchmark date of the semester, two-thirds of the accommodation fee shall be paid.

3. 遞補時間已逾上課三分之二基準日者，繳交住宿費之三分之一。

3. If the replacement occurs after the two-thirds benchmark date of the semester, one-third of the accommodation fee shall be paid.

(五)前項上課基準日以本校該學年度行事曆上公告之日期為準。

(V) The benchmark date mentioned in the preceding item shall be based on the date announced in the university' s academic calendar for that academic year.

十六、住宿保證金繳納與退費：

16. Payment and Refund of Accommodation Deposit:

(一)住宿學生於繳交住宿費用時，應同時繳納保證金。

(1) Students applying for accommodation must pay the deposit at the same time as the accommodation fee.

(二)寢室內公物遭不當使用或破壞，可由保證金中扣抵。

(2) If public property in the dormitory is improperly used or damaged, compensation may be deducted from the deposit.

(三)住宿學生於住宿租用期滿退宿後，除依本要點應扣除金額外，所餘之保證金無息退還住宿學生。

(3) After students move out upon the expiration of their accommodation rental period, the remaining security deposit, excluding any amounts to be deducted in accordance with these regulations, shall be refunded to the students without interest.

十七、學生宿舍收費標準應適時檢討，當消費者物價指數年增率累計達3%且基本工資調增率累計達10%以上時，得依程序建議調整。

17. The fee standards for student dormitories shall be reviewed in a timely manner. When the cumulative annual increase rate of the consumer price index reaches 3% and the cumulative adjustment rate of the basic wage reaches 10% or more, adjustments may be recommended following due procedures.

十八、畢業學生於辦妥離校手續後，應於七日內遷離宿舍；如因特殊原因不能及時遷離宿舍者，須提出申請並經學生事務處核准後，始得留宿。

18. Graduating students shall move out of the dormitory within seven days after completing the departure procedures. Those who cannot move out in time due to special reasons must submit an application and obtain approval from the Student Affairs Office before they may continue to stay.

十九、住宿學生凡有違反本要點第九條各項之規定事項者，除依相關校規處理外，視其情節輕重作下列之處置：

19. Students who violate any of the provisions in Article 9 of these regulations shall, in addition to being dealt with according to relevant university rules, be subject to the following measures depending on the severity of the circumstances:

(一)第一次由管理員簽發違規通知單，通知該生違規事項。

(1) First time: The administrator issues a violation notice, informing the student of the violation.

(二)第二次公告其寢室、系級與姓名，並通知班導師繼續勸導。

(2) Second time: Announce the student's dorm room, department, and name, and notify the class advisor to continue counseling.

(三)第三次則勒令退宿。

(3) The third offense will result in being ordered to vacate the dormitory.

(四)被勒令退宿之學生，應於通知七日內遷離宿舍，如未按期遷離，視同放棄寢室內任何個人財物，得由本校駐衛警察隊強制執行。

(4) Students ordered to vacate the dormitory must move out within seven days after notification. If they fail to do so, it will be deemed that they have abandoned any personal belongings in the dormitory, and the university's security police may enforce the eviction.

二十、凡違反宿舍規定遭勒令退宿之學生，不得申請住宿。

Twenty. Students who violate dormitory regulations and are ordered to move out are not eligible to apply for accommodation.

二一、住宿學生違反宿舍規則，觸犯本校學生獎懲辦法之規定時，依校規處理。

21. When resident students violate dormitory rules and breach the provisions of the university's student reward and punishment regulations, they shall be dealt with in accordance with the university regulations.

二二、學生宿舍交誼廳及宿舍內其他活動場所，除供本宿舍住宿學生舉辦與宿務有關之活動外，其他任何團體或個人，均不予借用。

22. The student dormitory common rooms and other activity spaces within the dormitories are reserved exclusively for activities related to dormitory affairs organized by resident students of the dormitory. They are not available for borrowing by any other groups or individuals.

二三、學生宿舍寢室及公共用電費用，依使用者付費原則由各寢室學生平均共同分擔。

23. The electricity charges for student dormitory bedrooms and public areas shall be equally shared by the students of each bedroom in accordance with the user-pays principle.

二四、總務處或相關單位得於知會學生事務處通知學生後，由學生事務處派員隨同進入宿舍及寢室修繕、施工或辦理相關事務。

24. The Office of General Affairs or relevant units may, after notifying the Office of Student Affairs and informing students, have the Office of Student Affairs dispatch personnel to accompany them into the dormitory and rooms for repairs, construction, or handling related matters.

二五、學生事務處應於學生住進寢室時提供相關住宿規定要點，寢室財物清點單與學生，並派員與住宿學生共同清點寢室財物，經學生簽署住宿契約後，發與寢室鎖匙。

25. The Office of Student Affairs shall provide students with the key points of relevant accommodation regulations and a property checklist for the room when students move in, and dispatch personnel to conduct a joint inventory of room property with the resident students. After the students sign the accommodation contract, they shall be issued the room keys.

二六、住宿期限，博士班學生以至博四，碩士班學生以至碩三為原則。

26. The duration of accommodation is generally up to the fourth year for doctoral students and up to the third year for master's students.

二七、學生事務處得會同有關單位，對宿舍公共區域進行安全、衛生等檢查。

27. The Office of Student Affairs may, in conjunction with relevant units, conduct safety, hygiene, and other inspections of public areas in the dormitory.

二八、本要點經學生事務會議審議通過，陳請校長核定後實施。修正時亦同。

Twenty-eight. These regulations shall be implemented after being reviewed and approved by the Student Affairs Council and submitted to the President for final approval. The same applies for any amendments.