

# 國立中興大學學生宿舍借用管理要點

## National Chung Hsing University Directives Governing the Application for and Management of Student Dormitories

107 年 12 月 14 日學生事務會議訂定  
December 14, 2018 Formulated by the Students Affairs Meeting  
108 年 5 月 3 日學生事務會議修正(第四點)  
May 3, 2019 (Article 4) amended by the Students Affairs Meeting  
109 年 5 月 15 日學生事務會議修正(第四點)  
May 15, 2020 (Article 4) amended by the Students Affairs Meeting  
113 年 11 月 29 日學生事務會議修正(附表)  
November 29, 2014 (Appendix Schedule) amended by the Students Affairs Meeting

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。

I. These Directives are formulated to manage student dormitories efficiently according to the University's Regulations Governing the Management and Fee Charged for the Use of Venues and Facilities.

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。

II. The University provides dormitories for students requiring accommodation, administrative units, academic departments, clubs and associations requiring student accommodation for the summer and winter breaks. Students, units, departments, clubs and associations may apply for dormitories upon the University's approval.

三、申請時間：依住宿輔導組公告時間辦理，額滿不再受理。

III. Application period: Students may apply for dormitory accommodation within the period announced by the Student Housing Service Division. No further application shall be accepted once the dormitory capacity is reached.

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。

IV. Fee charged for dormitories: accommodation for students for the winter and summer breaks, accommodation for short-term exchange interns from other universities, temporary accommodation for students due to major accidents occurring during the semester, and accommodation applied by intramural and extramural units, clubs and associations for students taking part in extracurricular activities held in the winter or summer breaks. Applications shall be made to the respective Dormitory Service Centers, and the dormitory fees shall be paid in accordance with the Appendix 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。

- V. After the application is approved and dormitory fees are paid, except for force majeure or other major factors, students shall not apply for an extension or a refund.

六、借用單位及學生應遵守下列規定：

VI. The applying units and students shall abide by the following provisions:

- (一) 遵從政府法令及本校規定，不得妨害社會善良風俗。
- (I) Comply with laws, and the University's regulations, and shall not act against public order and good morals.
- (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。
- (II) The applying units shall have the residents checking in to the dormitories on the specified dates and provide a list of residents to the Dormitory Service Centers.
- (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。
- (III) Residents are not allowed to put up posters or slogans, or set up a polling booth at the dormitories.
- (四) 宿舍內全面實施禁煙。
- (IV) No smoking in the dormitories.
- (五) 硬體設施不得任意敲打與破壞。
- (V) Residents shall not damage dormitory facilities and equipment on purpose.
- (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。
- (VI) Residents shall not bring explosives, or flammable or other hazardous objects such as fire crackers or candles that might endanger other people, as well as unsanitary objects or pets into the dormitories.
- (七) 借用申請經核准後，不得任意轉借其他單位使用及個人。
- (VII) After the application is approved, the residents shall not rent their rooms to other units or individuals.
- (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。
- (VIII) When using dormitory equipment or appliance, residents shall keep it clean and restore it after use.
- (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。
- (IX) Residents shall use dormitory facilities and equipment with care and shall not activate any equipment without permission. If necessary, residents shall ask the Dormitory Service Center to help add external power supply. Any damage caused by inappropriate usage shall be compensated.
- (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。

(X) Cooking is banned in the dormitories. When leaving the dormitory room, residents shall close the door and window and turn off the lights.

(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。

(XI) The applying units and students who want to cancel the accommodation shall do so and apply for refund one week prior to checking in. Late cancellation and refund application thereof will not be accepted.

(十二) 借用單位及學生應負責住宿人員及財務管理責任。

(XII) The applying units and students shall be responsible for their own safety and safeguarding their own property.

(十三) 使用時應遵守門禁管制並保持住宿區之寧靜。

(XIII) Residents shall abide by the dormitory curfew policy and keep quiet in the dormitories.

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。

VII. These Directives shall be approved by the Student Affairs Meeting and the President before implementation. Any amendments hereto shall be processed accordingly.

**【附表：學生宿舍借用收費標準】**

[Appendix Schedule: Standards for Dormitory Fees]

住宿棟別之學期宿費級距 Accommodation Fee Interval	身分別及住宿事由 Resident Status and Reason for Accommodation	住宿費 Accommodation Fee			財產保證金 Security Deposit for Property	清潔費 Cleaning Fee	網路費 Internet Access Fee
		住宿 1-14 日 1-14 days	住宿 15-30 日 15-30 days	住宿超過 30 日 Over 30 days	寢室清潔保證金 Security Deposit for Room Cleaning		
未達 8,000 元/學期/人 Less than NT\$8,000/semester/person	本校生寒暑假住宿 Students requiring accommodation for the winter and summer breaks	100 元/日/人 NT\$100/day/person	(該宿舍) (Depending on the dormitory) 1 個月住宿費 Accommodation fee for a month	30 日以內比照左列計費，每超過 30 日重新起算 Fee indicated on the left column is applicable for a period less than 30 days; to be recalculated every 30 days	比照學期保證金 Same as the security deposits for a semester	150 元/30 日內/人；每超過 30 日重新起算 Less than 30 days: NT\$150/person; to be recalculated every 30 days	20 元/7 日內/人； Less than 7 days: NT\$20/person; 40 元/8-14 日/人； 8-14 days: NT\$40/person; 75 元/15-30 日/人； 15-30 days: NT\$75/person; 每超過 30 日重新起算 to be recalculated every 30 days
	外校短期交流實習生住宿 Short-term exchange interns from other universities						
	本校生學期間因重大事故臨時短期住宿 Students requiring temporary accommodation due to major accidents occurring during the semester						
	校內單位及社團寒暑假住宿 Intramural units, clubs and associations applying for student accommodation for the winter and summer breaks	200 元/日/人 NT\$200/day/person	200 元/日/人 NT\$200/day/person	200 元/日/人 NT\$200/day/person	學期保證金 2 倍 Twice the security deposits for a semester		
	校外單位寒暑假住宿 Extramural units applying for student accommodation for the winter and summer breaks	300 元/日/人 NT\$300/day/person	300 元/日/人 NT\$300/day/person	300 元/日/人 NT\$300/day/person			
	本校生寒暑假住宿 Students requiring accommodation for the winter and summer breaks	150 元/日/人 NT\$150/day/person	(該宿舍) (Depending on the dormitory) 1 個月住宿費 Accommodation fee for a month	30 日以內比照左列計費，每超過 30 日重新起算 Fee indicated on the left column is applicable for a			
外校短期交流實習生住宿 Short-term exchange interns from other universities							

	本校生學期間因重大事故臨時短期住宿 Students requiring temporary accommodation due to major accidents occurring during the semester			period less than 30 days; to be recalculated every 30 days		學期保證金 2 倍 Twice the security deposits for a semester
	校內單位及社團寒暑假住宿 Intramural units, clubs and associations applying for student accommodation for the winter and summer breaks	280 元/日/人 NT\$280/day/person	280 元/日/人 NT\$280/day/person	280 元/日/人 NT\$280/day/person		
	校外單位寒暑假住宿 Extramural units applying for student accommodation for the winter and summer breaks	420 元/日/人 NT\$420/day/person	420 元/日/人 NT\$420/day/person	420 元/日/人 NT\$420/day/person		
超過 10,000 元/學期 /人 Over NT\$10,000/semester /person	本校生寒暑假住宿 Students requiring accommodation for the winter and summer breaks	210 元/日/人 NT\$210/day/person	(該宿舍) (Depending on the dormitory) 1 個月住宿費 Accommodation fee for a month	30 日以內比照左列計費，每超過 30 日重新起算 Fee indicated on the left column is applicable for a period less than 30 days; to be recalculated every 30 days	比照學期保證金 Same as the security deposits for a semester	學期保證金 2 倍 Twice the security deposits for a semester
	外校短期交流實習生住宿 Short-term exchange interns from other universities					
	本校生學期間因重大事故臨時短期住宿 Students requiring temporary accommodation due to major accidents occurring during the semester					
	校內單位及社團寒暑假住宿 Intramural units, clubs and associations applying for student accommodation for the winter and summer breaks	390 元/日/人 NT\$390/day/person	390 元/日/人 NT\$390/day/person	390 元/日/人 NT\$390/day/person		
	校外單位寒暑假住宿 Extramural units applying for student accommodation for the winter and summer breaks	580 元/日/人 NT\$580/day/person	580 元/日/人 NT\$580/day/person	580 元/日/人 NT\$580/day/person		

\* 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。

\* The electricity fee and water bill for the winter and summer breaks payable by students are 1/4 and 1/2 of those for the entire semester. Other short-term residents shall be charged according to actual electricity and water consumption.