# 國立清華大學

大學部舊生學生宿舍申請流程

# NTHU

Housing Application Guideline for Current Undergraduate Student

起迄日期	項目	說 明	地點		
3/8~3/26	大學部舊生優先住宿申請	請詳見住宿組網頁公告	各承辦單位		
		,兩校區同學需分開申請。宿舍費用以每學期住宿組之公 住宿前申辦銀行帳號並登錄於校務資訊系統以利後續器具			
4/7 10:00~ 4/12 16:00	寧靜寢室學年住宿申請 信齋 C 棟 4、5 樓、部分文齋 2 樓、部分迎曦軒 4 樓、 部分樹德樓(男)1 樓	大學部一升二及有優先住宿權同學申請	網路辦理		
4/13 16:00	<b>寧靜寢室學年住宿亂數序號公告</b>	有排入寧靜寢室的同學無法參加一般床位登記	網路公告		
4/14 10:00~ 4/21 16:00	一般寢室學年住宿申請 (依身分別進行申請: 1.大學部一升二及有優先住宿權同學申請 2.大學部二升三以上的同學由電腦亂數)	兩種身分別同學需分開申請,此次未取得床位者需於後 續候補作業期限內申請登記候補	網路辦理		
4/14 10:00~ 4/21 16:00	暑期住宿申請	暑期時間為:7/1(四)上午09:00 - 8/30(一)中午12:00	網路辦理		
4/28 16:00	公告一般寢室學年住宿齋舍	僅公告齋舍,不受理異動	網路公告		
4/29~5/3	各齋依齋長公布辦法登記、分配床位	齋長於 5/3 中午前將分配結果送住宿組	大學部齋長		
5/12 16:00	110 學年度大學部住宿床位、暑期床位公告		網路公告		
5/12 08:00~ 5/26 17:00	辦理 110 學年度床位放棄作業	至校本部住宿組或南大服務中心辦理放棄手續,逾期放 棄者之相關權益及扣費標準請參閱學生住宿組網站,學 生住宿規則第五條。	住宿組辦公室、 南大服務中心		
原則上 6 月份起每月辦理一次候補作業,未取得床位的同學皆可以參加,期程另行公告 網路辦理					

#### 備註:

- 1. 申請住校以一學年(學校行事曆為準)為原則,每年上學期自9月1日起至1月31日止;下學期自2月1日起至6月25日止。
- 2. 境外生如欲申請鴻齋住宿,請務必於 4/14~4/21 申請,申請人數大於可分配床位數時,將由電腦亂數決定。
- 3. 符合申請善齋關懷齋舍及南大校區關懷寢室條件之同學亦需參加本次申請作業。

Start / End Dates	Topics	Details	Procedure				
<ol> <li>The allocation of the dormitories between the Main Campus and the Nanda Campus is based on the principles of the department's main classes. Students from the two campuses must apply separately. The dormitory fee is based on the announcement of each semester.</li> <li>You must key in the personal account when you apply the accommodation. For the sake of refunding the utensil custody fee, please apply for bank account number of Mega bank, E.SUN bank, or Chunghwa Post and log in "Bank Account Key-In" of Academic Information System.</li> </ol>							
4/7 10:00~ 4/12 16:00	Quiet room application for Academic Year 2021	Dorm Shinn–C 4th/5th floor, Part of dorm Wen 2nd floor, Part of dorm Ying-Hsi 4th floor, Part of dorm Shu-Te 1st floor (male).	Online application on our website				
4/13 16:00	Announcement of random serial numbers for quiet room	If the quiet room is given, you can't apply for general room	Announcement at Division of Student Housing webpage				
4/14 10:00~ 4/21 16:00	General room application (Including Hung dorm) separated by different qualification:  1. Students with priority (Including international students) 2. Current students without priority	Students with priority or without priority need to apply separately	Online application on our website				
4/14 10:00~ 4/21 16:00	Application for summer vacation accommodation	The summer accommodation starts from 09:00 AM on July 1 to noon August 30.	Online application on our website				
4/28 16:00	Announcement of dorm allocation result for Academic Year 2021	Students can not apply for changing dorm. If you are not in the result, you can apply for waiting list	Announcement at Division of Student Housing webpage				
4/29~5/3	Bed allocation by the dormitory head resident	The dormitory head resident must submit the allocation results to the Division of Student Housing before noon on 5/3	Please inquire the dormitory head resident for bed allocation				
5/12 16:00	Announcement of bed allocations for summer and academic year 2021		Announcement at Division of Student Housing webpage				
5/12 08:00~ 5/26 17:00	Giving up dormitory accommodation for Academic Year 2021	Please check "Dorm Rules for NTHU" Article 5 before giving up the dormitory accommodation procedure.	Division of Student Housing/ Nanda service center				
In general, there will be applications for waiting list monthly.							

#### Note:

- Academic Year 2021 includes 2021 fall semester and 2022 spring semester. Student housing residency covers the entire academic year (based on the school schedule), and the first semester of each year starts from September 1 to January 31. The 2nd semester starts from February 1 to June 25.
- 2. Accommodation application for dorm Hung will not apply separately. International student shall apply during 4/14-4/21.

#### 舊生申請 110 年暑期住宿公告

	男生開放暑期住宿齋舍					女生開放暑期住宿齋舍				
	齋別	房型	暑期宿費	部別	齋別	房型	暑期宿費	部別		
	清齋	單人房/雙人房	11120/6640	研究所	學齋	單人房/雙人房	9680/5920	研究所		
	明齋	單人房/雙人房	6768/4368	研究所	儒齋	單人房/雙人房	9680/5920	研究所		
校	平齋	單人房/雙人房	6776/4376	研究所	鴻齋	雙人房	5408	大學部/研究所		
本	鴻齋	雙人房	5408	大學部/研究所	儒齋	雙人房	5920	大學部		
部	誠齋	雙人房/四人房	4438/3774	大學部	静齋	雙人房/四人房	3932/3148	大學部		
	華齋	雙人房/四人房	5100/4080	大學部	雅齋	雙人房/三人房 六人房/八人房	4428/3840 2520	大學部		
	信齋	雙人房	4760	大學部	7年7前			入字部		
南	掛後接	<b>離人良/m人良</b>	2712/2002	1. SE 100 / TTE 100 644	納月齋	雙人套房/三人套房/四人房	5580/4772/3092	研究所		
大	大	樹德樓 雙人房/四人房 3712/3092 大學音	大學部/研究所	樹徳樓	雙人套房/雙人房/四人房	4456/3712/3092	大學部/研究所			

- 一、 申請時間:110年4月14日 上午10:00至4月21日 下午4:00止,請至住宿組網頁登記申請。
- 二、 暑宿期間:7/1 上午 9:00 ~ 8/30 中午 12:00;如需申請短期住宿者,請於 6/17 後至住宿組辦理申請及繳費,需視床位狀況安排,不保證一定會有床位。
- 三、 床位公告:5月12日 **下午4:00**,詳見住宿組網頁。
- 四、 缴費時間:5月20日至5月24日止(僅開放本次繳費,請務必於此時間內繳費)
- 五、 繳費方式:詳見住宿組網頁公告。(暑期宿費一經繳納,概不辦理退費,請同學務必慎重考量;逾時未辦理繳費者,即視同放棄住宿)
- 六、 進住時間:
  - (一)6月27日中午12點至下午5點:限109學年下學期住宿者,於學年宿舍退宿時辦理暑期宿舍進住。
  - (二)7月1日上午9點起:非109學年下學期住宿者辦理進住。
- 七、 其他事項:
  - (一)大學部暑宿床位分配,如上表開放齋舍為主。
  - (二)研究所暑宿床位分配,原則上依同學選擇志願並以本學期床位者優先、下學期住宿者次之、其他申請者再次之。
  - (三) 鴻齋以境外生或目前已住宿於鴻齋的同學優先安排。
  - (四) 每間寢室以補滿為原則,遇各寢室均有空床時由住宿組調整床位不受上述條件限制。
- 八、 校本部與南大校區之宿舍分配,以系所主要上課地點為分配原則,兩校區同學需分開申請。
- 九、 暑期雅齋預計實施更換冷氣工程,另若實施高壓電力保養、水塔清洗、冷氣清洗等作業,屆時將公告於住宿組網頁,不便之處請同學配合。

https://sthousing.site.nthu.edu.tw/p/406-1254-203869.php?Lang=zh-tw

#### 2021 Summer accommodation application for current students

	Summer dormitories for male				Summer dormitories for female			
	Dorm	Room	Summer fee	Level	Dorm	Room	Summer fee	Level
Main Campus	Tsing	Single/ Twin	11120/6640	Graduate	Shiue	Single/ Twin	9680/5920	Graduate
	Ming	Single/ Twin	6768/4368	Graduate	Ru	Single/ Twin	9680/5920	Graduate
	Ping	Single/ Twin	6776/4376	Graduate	Hung	Twin	5408	Undergraduate/ Graduate
	Hung	Twin	5408	Undergraduate/ Graduate	Ru	Twin	5920	Undergraduate
	Cheng	Twin/ Quadruple	4438/3774	Undergraduate	Jing	Twin/ Quadruple	3932/3148	Undergraduate
	Hua	Twin/ Quadruple	5100/4080	Undergraduate	Ya	Twin/ Triple/ Hexa/ Octa	4428/3840/2520	Undergraduate
	Shinn	Twin	4760	Undergraduate				
Nanda Campus	Shu Te Twin/ Quadruple	2710/2005	3712/3092		Chu Yueh	Twin Suite/ Triple Suite/ Quadruple	5580/4772/3092	Graduate
		3/12/3092	Undergraduate/ Graduate	Shu Te	Twin Suite/ Twin/ Quadruple	4456/3712/3092	Undergraduate/ Graduate	

- 1. Application time: 2021/4/14 10:00 AM ~ 2021/4/21 4:00 PM. Online application summer accommodation, please visit the website of Division of Student Housing.
- Summer accommodation is form 9:00 AM on 7/1 to noon on 8/30. If you want to apply for less than 2 months, please go to the Division of Student Housing to apply for and pay the dorm fees after 2021/6/17. The Bed allocation depends on the current situation. Beds are not guaranteed.
- 3. Time of announcement of bed allocation: 2021/5/12 4:00 PM. Please visit the website of Division of Student Housing
- 4. Time of payment: 2021/5/20 ~ 2021/5/24 (Please be sure to pay at this time.)
- 5. Payment: Please visit the website of Division of Student Housing (Once you make the payment, there will be no refund.)
- 6. Accommodate date :
  - (1) From noon to 5:00 PM on June 27: for students already living in dorms in second semester of 2020 academic year move in for summer vacation dormitories.
  - (2) After 9:00 AM on July 1: for students who are not living in dorm in second semester of 2020 academic year move in.
- Note:
  - (1) Undergraduate students assigned to opening dormitories as shown above.
  - (2) Graduate students assigned to the bed for the current occupants are with the priority to the use of the bed during summer basically. The order of the next semester is the second priority. The order of the other applicants is the third.
  - (3) International students or current residents of Dorm Hung have the priority to the use of Dorm Hung. It would be the primary basis that each room should be fully occupied before other rooms become available.
  - (4) It would be the primary basis that each room should be fully occupied before other rooms become available. If there are available beds in different rooms, these will be assigned by Division of Student Housing accordingly.
- 8. There will be the air-conditioners replacement of Dorm Ya. Announcement of Power Outage maintenance, water tower cleaning and air-condition cleaning in some dorms will be posted on Student Housing website in this summer vacation.
- 9. The allocation of the dormitories between the Main Campus and the Nanda Campus is based on the principles of the departments main classes. Students from the two campuses must apply separately.

#### 詳閱相關規定 Related Rules

- 為維護同學權益,申請前請務必詳閱相關法規及注意事項。
- 宿舍費用以每學期住宿組之公告為準。
- 請務必於申請時程內完成申請,逾期視同放棄優先資格。
- 請務必完成所有申請流程再行離開,申請完成後將寄出信件通知並可至申請名單查詢。
- 申請後如欲放棄,請務必於床位公告後兩週內辦理放棄手續。
- 住宿申請期程及相關公告請詳閱住宿組網頁 http://sthousing.site.nthu.edu.tw/index.php?Lang=zh-tw
- For your rights, please read the details of dorm rules and notifications.
- The dormitory fee is based on the announcement of each semester.
- Must complete the application within the period. Otherwise, you will lose the priority.
- Must complete all steps and you will receive the confirmed email. Or you can check the application list.
- When the room number is given, application for withdrawal shall be arranged within 2 weeks.
- Please check the schedule of housing application and related announcement on website of Division of Student Housing. <a href="http://sthousing.site.nthu.edu.tw/index.php?Lang=en">http://sthousing.site.nthu.edu.tw/index.php?Lang=en</a>

#### 詳閱相關規定 Related Rules

- 每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於二周內向住宿組完成申請,可免收次學期宿費;超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款三分之一為「宿舍床位保證金」
- 9月1日為學期住宿開始, 故9月1日以後至9月30日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之三(宿舍床位保證金及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費。下學期扣費標準依上述原則類推。
- After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of
  announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two
  weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which
  adopts the advanced withholding are as follows:
  - Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".
  - Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".
  - Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".
- Lodging is available from Sep. 1.
  - If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee " will be deducted.
  - If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee " will be deducted.
  - No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

### 選擇校區 Select the Campus

- 校本部與南大校區之宿舍分配, 以系所主要上課地點為分配原 則,兩校區同學需分開申請。
- The allocation of the dormitories between the Main Campus and the Nanda Campus is based on the principles of the department's main classes. Students from the two campuses must apply separately.

#### 國立清華大學 大學部舊生 住宿申請

NTHU Dormitory Application System for Current Undergraduate Students

- 校本部與南大校區之宿舍分配,以系所主要上課地點為分配原則,兩校區同學需分開申請。
- 2. 國際學生宿舍鴻齋不另外申請,大學部境外生如欲申請鴻齋住宿,請務必於此時段申請住宿。
- 3. 符合申請善齋及南大校區關懷寢室之同學亦需參加本次申請作業,關懷寢室預計5.6月份辦理作業。
- 4. 申請住宿時需填入本人銀行帳號(限郵局、兆豐或玉山),請於申請住宿前申辦銀行帳號並登錄於校務資訊系統以利後續器具保管費退回作業
- 5. 為維護同學自身權益,請同學務必詳閱住宿法規。
- \*每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於<mark>二周內</mark>向住宿組完成申請,可免收次學期宿費; 超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:

超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」

2短刑收至1月31日排注收净值古水位中销者,收合增基争制值复收费保净41款也万之一局,值古水位标超金) 28期期87日26日24日,了期89年4月4日4日7日,始5年取兴全全产产市建步、产业交额管88期全事收率建设第二十二十二年

超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款三分之一為「宿舍床位保證金」

\* 9月1日為學期住宿開始。

故9月1日以後至9月30日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之三(宿舍床位保證金及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費。下學期扣費標準依上述原則類推。

- \*床位一經申請即為一學年(暑期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住 宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。
- The allocation of the dormitories between the Main Campus and the Nanda Campus is based on the principles of the department's main classes. Students from the two campuses must apply separately.
- 2. Accommodation application for international student dormitory will not apply separately. Please follow the schedule of undergraduate.
- 3. You must key in the personal account when you apply the accommodation. For the sake of refunding the utensil custody fee, please create the bank account number of Mega bank, E.SUN bank, or Chunghwa Post and log in "Bank Account Key-In" of Academic Information System.
- 4. For your rights, please read the details of dorm rules.
- \* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee " will be deducted. If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee " will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

校本部 Main Campu : <u>申請入口 Entrance</u>

南大校區 Nanda Campu : 申請入口 Entrance

## 申請類別 Application Type

- 大一或有優先住宿權之學生
- Freshman or students with priority





- 非大一且無優先住宿權之學生 Old students without priority

Preferred Choices Edit

齋舍分配結果

Dorm Allocation Result

● 所有人 For All

- Apple To Summer Accommodation

- Apply for Summer Accommodation

- Apple To Summ

- 未取得床位者
- For whom without beds





請參考宿舍候補申請流程 Please refer to "Dormitory Waiting List Guideline"

### A. 寧靜寢室 Quiet Room Step 1. 宿舍規則 Dorm Rules



- 請詳閱相關法規及注意事項, 點選"同意"即視同閱讀完畢並 同意遵守相關規定。
- Read the rules and notifications. By clicking "Agree", you agree to comply with the relevant regulations.

- 1. 為維護同學自身權益,請同學務必詳閱下方住宿規則。點選"同意"即視同閱讀完畢並同意遵守相關規定。
  2. 亂數序號預計於 公告於網頁,抽中寧靜寢室者不得再參加一般寢室抽籤。
  3. 床位安排結果預計於 公告於網頁,將不另行通知,請同學務必自行上網查閱是否有抽中宿舍。
  4. 如欲放棄床位,請於 前攜 的 前攜帶學生證至住宿組辦理。
  \* 每學期床位申請公布確定後(候補床位者以公告床位當日起算)、欲辦理取消宿舍床位申請者,限於 間內向住宿組完成申請,可免收次學期宿費;超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齊當學期宿費收費標準扣款五分之三(宿舍床位保證金」
  \* 9月1日為學期住宿開始,故9月1日以後至9月30日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之三(宿舍床位保證金及一個月宿費);10月1日以後至10月31日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之回(宿舍床位保證金及一個月宿費);11月1日以後不退費。下學期扣費標準依上述原則類推。
  \* 床位一經申請即為一學年(署期另外申請),上學期往宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。
- 1. For your rights, please read the details of dorm rules. By clicking "Agree", you agree to comply with the relevant regulations.
- 3. Bed Allocation will be announced on the website at without individual notification. Please remember to check whether you have the accommodation or not by yourself.
- 4. If you want to give up, you must bring your student ID card and go to the Division of Student Housing before
- \* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee" will be deducted.

If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee " will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

philication no later than becember 31st is required, and go to tr	ie service ceriter to check out before s
請詳細閱讀:「室靜寢室」住宿生活公約、 國立法華大學學生宿舍規則、 國立法	華大學學生宿舍個人資料蒐集告知聲明
	中文 English
國立清華大學「寧靜寢室」住宿	生活公約
<ul> <li>一、主旨:為養成良好健康的生活作息,推動住宿學生規律自主的生 自主管理的精神,期能提升住宿的生活品質以營造優質讀書氣氛 標,故訂定本公約。</li> <li>二、生活規範:</li> </ul>	
<ul> <li>一、土品水。</li> <li>(一) 申請率靜寢室尿位者視同同意本公約相關規定。</li> <li>(二) 住宿率靜寢室學生除應遵守本校「學生宿舍規則」相關規</li> <li>(三) 宿舍內應願時保持安靜,共同維護住宿生活品質與安寧。</li> <li>(四) 夜間12點堆時總公共區域大燈及寢室內大燈,若有需要同</li> <li>(五) 寢室內相略於學期第二週至期末考前兩週退長!點至6點關用,如週特殊狀況將視情況延長網路開放時間。</li> <li>(六) 為避免影響同學睡眠作息, 沐浴、洗滌時間於夜間12點前(七)晚上12時後應注意講話及音響音量或使用耳楊勿大聲喧嘩無量與空在安室與作良。</li> </ul>	學請改開桌燈。 閉、若有使用網路需求同學請至齋K使 完成。
同意,繼續申請 Agree and Continue	不同意,取消申請 Disagree and Return

### A. 寧靜寢室 Quiet Room Step 2. 住宿法規摘要 Summary of Dorm Rules

- 法規摘要再次確認,確認後同意規章開始申請
- Check the summary of the rules again and click the "Agree".

#### 住宿法規摘要 Summary of Dorm Rules

每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於<mark>二周內</mark>向住宿組完成申請,可免收次學期宿費; 超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:

超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」

福祉(2011年) 1-1 日本学生 (2011年) 2年 (2011年) 2月 (2011年) 2月 (2011年) 2日 (

#### 9月1日為學期住宿開始。

故9月1日以後至9月30日退宿者(無論是否進住宿舍), 依各際富學期宿費收費標準扣軟五分之三(宿舍床位保證全及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍), 依各際富學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費・下學期扣費標準依上述原則頻推。

床位一經申請即為一學年(署期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住 宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。

器具保管囊將退至學生於校務資訊系統中登錄學校指定之銀行或郵局帳號,學生如未登錄本人帳號或登錄鎖誤致無法退款,將委請銀行代為開立支票並以掛號信件寄回學生戶籍地,每筆器具保管書將代扣支票開立手續書及掛號郵管。

After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

#### Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee" will be deducted. If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee" will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle

If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dornitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

The utensil custody fee will be returned to your account which you sign on the Academic Information System. If we can't return by that way because of other reasons, we will entrust the bank to draw up a check and mail it to where you live. Therefore, the utensil custody fee will be cut by the commission and postage.

■ 我已閱讀且同意法規 Read and Agree

違反下列情形之一者,一次扣十五點,立即退宿、沒收器具保管費。

- 1. 非經住宿組、齋教官或生輔組輔導人員報備同意,帶非住宿生留宿者。
- 2. 帶異性至浴室沐浴盥洗者。
- 3. 在宿舍區內飼養寵物或餵食動物,三次屢犯經查證屬實者。
- 4. 私自轉讓或允許他人冒名頂替及其他床位異動涉及利益交換經查證屬實者。
- 5. 非住宿生或異性滯留逾晚間十二時者。
- 6. 偷竊行為經查證屬實者。
- 7. 在宿舍區內涉及性騷擾、性霸凌或其他妨害風化之行為,經本校性別平等教育委員會調查確定屬實者
- 8. 在宿舍區內涉及性侵害情事,經本校性別平等教育委員會調查確定屬實者,勒令退宿。因本目事由遭退宿者,自退宿公告日起不得再為住宿申請。

When a total of 15 points are deducted, the resident will be evicted immediately without utensil custody fee refund. The following cases apply:

- If you let a non-resident stay overnight without permission from the Division of Student Housing, dorm military instructor or Division of Student Assistance counselors.
- 2. If you shower with a person of the opposite sex in the dorm bathroom.
- 3. If you keep a pet or feed animals in the dormitory areas, and are given three warnings.
- 4. If you transfer your residential right to others or for illegal benefit.
- 5. If you allow an unauthorized visitor (especially that of the opposite sex) to stay from 12 am to 8 am.
- Stealing
- Residents of misconduct such as sexual harassment, bullying or other offences of sexual morality in the dormitory areas, is confirmed through investigation by NTHU Gender Equity Education Committee.
- Students guilty of sexual assault on the dormitory promises, as confirmed through investigation by NTHU Gender Equity Education
  Committee, shall receive official injunction to evacuate from the dormitory. Resident evicted for this reason will be permanently prohibited
  from applying for housing.

■ 我已閱讀且同意法規 Read and Agree

同意,繼續申請 Agree and Continue

不同意,取消申請 Disagree and Return

#### A. 寧靜寢室 Quiet Room Step 3. 選擇性別、人數、填寫資料 Gender, Group & Information

- 選擇性別、人數並填寫資料
  - >幾人組僅代表一組人數不代表為幾人房
  - ▶填寫資料:學號6~9碼、西元出生年月8碼、有效連絡電話及信箱、本人銀行帳號
- Select the gender, number of people and fill in the information
  - > Which group doesn't mean that you apply for which room type
  - ➤Information: student ID (6~9 numbers) · birthday (yyyymmdd) · available phone number and email · personal bank account



- 校本部
  - ▶ 男生:1、2人組
  - ▶ 女生:1、2、4人組
- 南大校區
  - > 男生:1、2、4人組
  - ▶ 女生:1、2人組
- Main Campus
  - ➤ Male : 1, 2-persons group
  - Female: 1, 2, 4-persons group
- Nanda Campus
  - Male: 1, 2, 4-persons group
  - Female : 1, 2-persons group

### A. 寧靜寢室 Quiet Room Step 4. 確認資料 Confirm the Information



### A. 寧靜寢室 Quiet Room Step 5. 完成申請 Complete the Application

申請資料已送出,請至 申請名單 查詢或Email是否收到確認信。

結果將公告於網頁,將不另行通知,請同學務必自行上網查閱是否有抽中宿舍。

如需申請 暑期住宿 ,請於開放期限內完成申請,逾期視同放棄。

You completed the application.

Please inquire the <u>application list</u> or check the confirmed email.

Outcome will be announced on the website without individual notification.

Please remember to check whether you have the accommodation or not by yourself.

If you want to apply for <u>summer accommodation</u>, please remember to complete the application during open period. The rights will be automatically forfeited if the period is due.

### A. 寧靜寢室 Quiet Room Step 6. 申請資料確認 Confirmation of Application

- 完成申請將自動 寄信至信箱
- If complete the application, you will receive the confirmed email.



清華大學學生住宿組

Type: Current Undergraduate - Semester Accommodation of Quiet Room

Group: 1-person group
Student ID:

Campus: Main Campus

Application Time: 2021-3-16 1:45 PM

2.Bed Allocation will be announced on the website at without individual notification. Please remember to check whether you have the accommodation or not by yourself.

3.If you want to give up, you must bring your student ID card and go to the Division of Student Housing before

\* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit". Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit". Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee " will be deducted.

If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee "will be deducted.

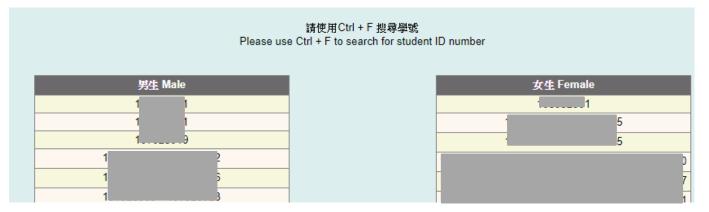
No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

### A. 寧靜寢室 Quiet Room Step 7. 名單查詢 Application List Inquiry

- 至申請名單查詢確認
- Go to check the list.





#### A. 寧靜寢室 Quiet Room Step 8. 亂數序號結果 Random number Result

- 有住宿權的同學,不得再申請一般寢室
- •無住宿權的同學,此序號不再使用,若尚有住宿需求,請於申請時間內登記一般寢室
- 由住宿組安排床位,最終床位安排結果將另行公告於網頁上
- Students with residence right can't apply for general room.
- The serial numbers for students without residence right are invalid. You can apply for general room if you still have the demand of accommodation.
- Division of Student Housing arranges the bed and will announce the result on website.





# B. 學年住宿(有優先權) Semester (Priority)

## Step 1. 宿舍規則 Dorm Rules



- 請詳閱相關法規及注意事項, 點選"同意"即視同閱讀完畢並 同意遵守相關規定。
- Read the rules and notifications.
   By clicking "Agree", you agree to comply with the relevant regulations.

- 1. 為維護同學自身權益,請同學務必詳閱下方住宿規則。<mark>點選"同意"即視同閱讀完畢並同意遵守相關規定。</mark>
  2. 齋舍分配預計於 公告於網頁,將不另行通知,請同學務必自行上網查閱是否有抽中宿舍。
  3. 如於放棄床位,請於 前攜帶學生證至住宿組辦理。
  \* 每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於二周內向住宿組完成申請,可免收次學期宿費;超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:
- 超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」 超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」
- 超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款三分之一為「宿舍床位保證金」\*9月1日為學期住宿開始,
- 故9月1日以後至9月30日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之三(宿舍床位保證金及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費。下學期扣費標準依上述原則類推。
- \*床位一經申請即為一學年(暑期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住 宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。
- 1. For your rights, please read the details of dorm rules. By clicking "Agree", you agree to comply with the relevant regulations.
- Dorm allocation will be announced on the website at and bed allocation at without individual notification. Please remember to check whether you have the accommodation or not by yourself.
- 3. If you want to give up, you must bring your student ID card and go to the Division of Student Housing before
- \* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

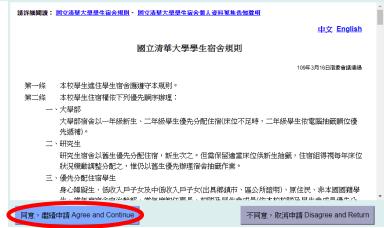
Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

- \* Lodging is available from Sep. 1.
- If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee "will be deducted.

  If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee "will be deducted.

  No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.
- \* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.



### B. 學年住宿(有優先權) Semester (Priority) Step 2. 住宿法規摘要 Summary of Dorm Rules

- 法規摘要再次確認,確認後同意規章開始申請
- Check the summary of the rules again and click the "Agree".

#### 住宿法規摘要 Summary of Dorm Rules

每學期床位申轉公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於<mark>二周內</mark>向住宿組完成申請,可免收次學期宿費; 超過上述朝限採取進階式扣繳「宿舍床位保證金」,標準如下:

超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」

福祉(2011年) 1-1 日本学生 (2011年) 2年 (2011年) 2月 (2011年) 2月 (2011年) 2日 (

#### 9月1日為學期住宿開始,

故9月1日以後至9月30日退宿者(無論是否進住宿舍), 依各際富學期宿費收費標準扣軟五分之三(宿舍床位保證全及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍), 依各際富學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費・下學期扣費標準依上述原則頻推。

床位一經申請即為一學年(暑期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住 宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。

器具保管囊褥退至學生於校務資訊系統中登錄學校指定之銀行或郵局帳號,學生如未登錄本人帳號或登錄錯誤致無法退款,將委請銀行代為開立支票前以掛號信件寄回學生戶籍地,每筆器具保管書將代和支票開立手續書及掛號郵管。

After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

#### Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee " will be deducted. If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee " will be deducted. No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle

If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last

If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation snall be applied separately.) I he last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

The utensil custody fee will be returned to your account which you sign on the Academic Information System. If we can't return by that way because of other reasons, we will entrust the bank to draw up a check and mail it to where you live. Therefore, the utensil custody fee will be cut by the commission and postage.

■ 我已閱讀且同意法規 Read and Agree

違反下列情形之一者,一次扣十五點,立即退宿、沒收器具保管費。

- 1. 非經住宿組、齋教官或生輔組輔導人員報備同意,帶非住宿生留宿者。
- 2. 帶異性至浴室沐浴盥洗者。
- 3. 在宿舍區內飼養寵物或餵食動物,三次屢犯經查證屬實者。
- 4. 私自轉讓或允許他人冒名頂替及其他床位異動涉及利益交換經查證屬實者。
- 5. 非住宿生或異性滯留逾晚間十二時者。
- 6. 偷竊行為經查證屬實者。
- 7. 在宿舍區內涉及性騷擾、性霸凌或其他妨害風化之行為,經本校性別平等教育委員會調查確定屬實者
- 8. 在宿舍區內涉及性侵害情事,經本校性別平等教育委員會調查確定屬實者,勒令退宿。因本目事由遭退宿者,自退宿公告日起不得再為住宿申請。

When a total of 15 points are deducted, the resident will be evicted immediately without utensil custody fee refund. The following cases apply:

- If you let a non-resident stay overnight without permission from the Division of Student Housing, dorm military instructor or Division of Student Assistance counselors.
- 2. If you shower with a person of the opposite sex in the dorm bathroom.
- 3. If you keep a pet or feed animals in the dormitory areas, and are given three warnings.
- 4. If you transfer your residential right to others or for illegal benefit.
- 5. If you allow an unauthorized visitor (especially that of the opposite sex) to stay from 12 am to 8 am.
- Stealing
- Residents of misconduct such as sexual harassment, bullying or other offences of sexual morality in the dormitory areas, is confirmed through investigation by NTHU Gender Equity Education Committee.
- Students guilty of sexual assault on the dormitory promises, as confirmed through investigation by NTHU Gender Equity Education Committee, shall receive official injunction to evacuate from the dormitory. Resident evicted for this reason will be permanently prohibited from applying for housing.

■我已閱讀且同意法規 Read and Agree

同意,繼續申請 Agree and Continue

不同意,取消申請 Disagree and Return

### B. 學年住宿(有優先權) Semester (Priority) Step 3. 選擇人數 Number of Person

- •選擇人數(校本部:1、2、3、4;南大校區:1、2、4、6)並填寫資料
  - ▶(校本部) 3人組僅限女生且志願一為雅齋
  - ▶(校本部) 同一組同學皆為境外生志願一才可選填鴻齋,鴻齋申請人數超過床位數時仍可能抽不到鴻齋
  - ▶(南大校區)6人組僅限女生且志願一為迎曦軒
  - >幾人組僅代表一組人數不代表為幾人房,且不影響各齋舍中籤率
- Select the number of people(Main Campus :  $1 \times 2 \times 3 \times 4$ ; Nanda Campus :  $1 \times 2 \times 4 \times 6$ ) and fill in the information
  - (Main Campus) 3-persons group is for female and the 1st choice is limited to Dorm Ya
  - (Main Campus) Dorm Hung can be selected as 1st choice if all members are non-Taiwanese. Dorm Hung may be unavailable if the number of applicants exceeds the beds.
  - >(Nanda Campus) 6-persons group is for female and the 1st choice is limited to Ying-His
  - > Which group doesn't mean that you apply for which room type and doesn't affect the probability of each dorm

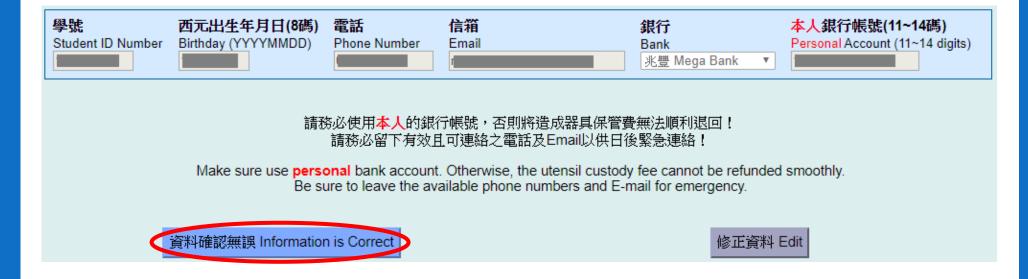


### B. 學年住宿(有優先權) Semester (Priority) Step 4. 填寫資料 Information

- 填寫資料
  - ▶填寫資料:學號6~9碼、西元出生年月日8碼、有效連絡電話及信箱、本人銀行帳號
- Fill in the information
  - ➤Information: student ID (6~9 numbers) · birthday (yyyymmdd) · available phone number and email · personal bank account

學號 Student ID Number	西元出生年月日(8碼) Birthday (YYYYMMDD)	電話 Phone Number	信箱 Email	<b>銀行</b> Bank 銀行 Bank ▼	本人銀行帳號 <b>(11~14碼)</b> Personal Account (11~14 digits)
註2:學號為6~9碼數等 註3:申請住宿前,請 Note 1:Your passwo Note 2:The student	rd is your <mark>birthday in (YY'</mark> number has six to nine nur cation, please log <b>persona</b>	連絡之電話及Email, 本人銀行帳號(限 <mark>郵</mark> ) (YMMDD). For exar nbers. Be sure to lea account of Mega b	以供日後緊急連絡! <mark>局、兆豐或玉山)</mark> ,並於此申請頁 mple:Birthday is December 31 <sup>st</sup> , ave the available phone numbers	, 1991, please log in 1991123 and E-mail for emergency. a Post in "Bank Account Key	

### B. 學年住宿(有優先權) Semester (Priority) Step 5. 確認資料 Confirm the Information



#### B. 學年住宿(有優先權) Semester (Priority) Step 6. 選擇就寢時間及志願齋 Select the Bedtime and Preferred Choices

- 校本部
  - > 四個志願序
  - ▶ 同一組同學皆為境外生志願一才可選填鴻齋
  - > 3人組僅限女生且志願一為雅齋
- 南大校區
  - > 兩個志願序
  - ▶ 6人組僅限女生且志願一為迎曦軒
  - > 男生僅有樹德樓,無法選擇

- Main Campus
  - > 4 Preferred Choices
  - > Dorm Hung can be selected as 1st choice if all members are non-Taiwanese.
  - > 3-persons group is for female and the 1st choice is limited to Dorm Ya.
- Nanda Campus
  - 2 Preferred Choices
  - > 6-persons group is for female and the 1st choice is limited to Ying-His.
  - > There is just Shu-Te for male.



### B. 學年住宿(有優先權) Semester (Priority) Step 7. 亂數方式說明 Introduction of Random Drawing

志願1選擇同一齋舍的所有組別進行亂數抽籤

- → 志願1未抽中的組別再依志願2所選齋舍亂數抽籤
- → 未抽中的組別依序進行志願3、志願4亂數抽籤直到抽中為止
- → 若4個志願都沒有亂數排入,將任意安排到有空床位的齋舍!

1st Choice: All groups choose the same dorm will go through random drawing.

- → Groups whose 1st choice hasn't been drawn will go through random drawing again for their second choice.
- → Groups not drawn will continue to the third and fourth choices random drawing until your dorm is assigned.
- → Groups will be assigned to any dorms with vacancies if 4 choices haven't been drawn.

### B. 學年住宿(有優先權) Semester (Priority) Step 8. 完成申請 Complete the Application

申請資料已送出,請至 申請名單 查詢或Email是否收到確認信。

結果將公告於網頁,<mark>將不另行通知</mark>,請同學務必自行上網查閱是否有抽中宿舍。

如需申請 暑期住宿 ,請於開放期限內完成申請,逾期視同放棄。

You completed the application.

Please inquire the <u>application list</u> or check the confirmed email.

Outcome will be announced on the website without individual notification.

Please remember to check whether you have the accommodation or not by yourself.

If you want to apply for <u>summer accommodation</u>, please remember to complete the application during open period. The rights will be automatically forfeited if the period is due.

#### B. 學年住宿(有優先權) Semester (Priority) Step 9. 申請資料確認 Confirmation of Application

- 完成申請將自動 寄信至信箱
- If complete the application, you will receive the confirmed email.



Campus: Main Campus

Type: Current Undergraduate - Semester Accommodation (Priority)

Group: 1-person group Student ID: 1

Application Time: 2021-3-16 2:34 PM

Choice: Shuo, Shinn, Yi, Chena Bedtime: Before midnight

- 1.Dorm allocation will be announced on the website at 4 without individual notification. Please remember to check whether you have the accommodation or not by yourself.
- 2. If you want to give up, you must bring your student ID card and go to the Division of Student Housing before
- \* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit". Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit". Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the " Dormitory Bed Deposit ".

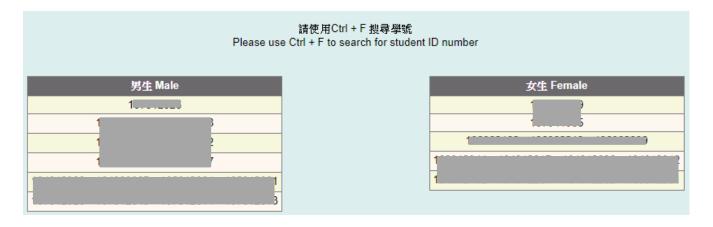
- Lodging is available from Sep. 1.
- If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee " will be deducted.
- If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee " will be deducted.
- No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.
- \* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

清華大學學生住宿組

### B. 學年住宿(有優先權) Semester (Priority) Step 10. 名單查詢 Application List Inquiry

- 至申請名單查詢確認
- Go to check the list.





#### B. 學年住宿(有優先權) Semester (Priority) Step 11. 修改志願序 Preferred Choices Edit



- 可於申請期限內自行修改志願、就寢時間
- You can edit the choices or bedtime during application period.





Ministry of Education new construction projection each year.

# B. 學年住宿(有優先權) Semester (Priority) Step 12. 修改資料確認 Confirmation of Modification

- •完成修改將自動寄信至信箱
- If complete the modification, you will receive the confirmed email.



Campus: Main Campus

Type: Current Undergraduate - Semester Accommodation (Priority)

Group: 1-person group
Student ID:

Modification Time: 2021-3-16 2:45 PM Choice: Shinn 、Shuo 、Yi 、Cheng

Bedtime: After midnight

1.Dorm allocation will be announced on the website at 4 and an another you have the accommodation or not by yourself.

2.If you want to give up, you must bring your student ID card and go to the Division of Student Housing before

\* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

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\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee " will be deducted.

If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee "will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

學生住宿組

# B. 學年住宿(有優先權) Semester (Priority) Step 13. 齋舍分配結果 Dorm Allocation Result

- 依各齋齋長公布辦法登記、分配床位
- 最終床位安排結果將另行公告於網頁上
- The allocation of beds is arranged by dormitory head resident.
- Bed allocation result will be announced on the website.





# C. 學年住宿(無優先權) Semester (Non-Priority)

## Step 1. 宿舍規則 Dorm Rules



- 請詳閱相關法規及注意事項, 點選"同意"即視同閱讀完畢並 同意遵守相關規定。
- Read the rules and notifications.
   By clicking "Agree", you agree to comply with the relevant regulations.

- 1. 為維護同學自身權益,請同學務必詳閱下方住宿規則。點選"同意"即視同閱讀完畢並同意遵守相關規定。
- 2. 齋舍分配預計於2 )、床位安排結果預計於2 )公告於網頁,<mark>將不另行通知</mark>,請同學務必自行上網查閱 是否有抽中宿舍。
- 3. 如欲放棄床位,請於2 前攜帶學生證至住宿組辦理。
- \*每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於<mark>二周內</mark>向住宿組完成申請,可免收次學期宿費 超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:

超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」

超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款三分之一為「宿舍床位保證金」

\*9月1日為學期住宿開始,

故9月1日以後至9月30日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之三(宿舍床位保證金及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費。下學期扣費標準依上述原則類推。

- \*床位一經申請即為一學年(暑期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住 宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。
- 1. For your rights, please read the details of dorm rules. By clicking "Agree", you agree to comply with the relevant regulations.
- Dorm allocation will be announced on the website at and bed allocation at without individu notification. Please remember to check whether you have the accommodation or not by yourself.

  without individu
- 3. If you want to give up, you must bring your student ID card and go to the Division of Student Housing before
- \* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee "will be deducted.

If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee "will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, and application no later than December 31st is required, and go to the service center to check out before January 31st.



## C. 學年住宿(無優先權) Semester (Non-Priority) Step 2. 住宿法規摘要 Summary of Dorm Rules

- 法規摘要再次確認,確認後同意規章開始申請
- Check the summary of the rules again and click the "Agree".

#### 住宿法規摘要 Summary of Dorm Rules

每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於<mark>二周內</mark>向住宿組完成申請,可免收次學期宿費; 超過上述期限採取進階式扣繳「宿舍床位保證金」,標準如下:

超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」 超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」

超過期限至8月31日(下學期1月1日至1月31日)辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款三分之一為「宿舍床位保證金」

#### 9月1日為學期住宿開始,

故9月1日以後至9月30日退宿者(無論是否推住宿舍), 依各際富學期宿費收費標準扣軟五分之三(宿舍床位保證金及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍), 依各際富學期宿費收費標準扣軟五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費。下學期扣費標準依上述原則頻推。

床位一經申請即為一學年(暑期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住 宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。

器具保管囊將退至學生於校務資訊系統中登錄學校指定之銀行或郵局帳號,學生如未登錄本人帳號或登錄鎖誤致無法退款,將委請銀行代為開立支票並以掛號信件寄回學生戶籍地,每筆器具保管書將代扣支票開立手續書及掛號郵管。

After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

#### Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee" will be deducted. If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee" will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle

If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dornitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

The utensil custody fee will be returned to your account which you sign on the Academic Information System. If we can't return by that way because of other reasons, we will entrust the bank to draw up a check and mail it to where you live. Therefore, the utensil custody fee will be cut by the commission and postage.

■ 我已閱讀且同意法規 Read and Agree

違反下列情形之一者,一次扣十五點,立即退宿、沒收器具保管費。

- 1. 非經住宿組、齋教官或生輔組輔導人員報備同意,帶非住宿生留宿者。
- 2. 帶異性至浴室沐浴盥洗者。
- 3. 在宿舍區內飼養寵物或餵食動物,三次屢犯經查證屬實者。
- 4. 私自轉讓或允許他人冒名頂替及其他床位異動涉及利益交換經查證屬實者。
- 5. 非住宿生或異性滯留逾晚間十二時者。
- 6. 偷竊行為經查證屬實者。
- 7. 在宿舍區內涉及性騷擾、性霸凌或其他妨害風化之行為,經本校性別平等教育委員會調查確定屬實者
- 8. 在宿舍區內涉及性侵害情事,經本校性別平等教育委員會調查確定屬實者,勒令退宿。因本目事由遭退宿者,自退宿公告日起不得再為住宿申請。

When a total of 15 points are deducted, the resident will be evicted immediately without utensil custody fee refund. The following cases apply:

- If you let a non-resident stay overnight without permission from the Division of Student Housing, dorm military instructor or Division of Student Assistance counselors.
- 2. If you shower with a person of the opposite sex in the dorm bathroom.
- 3. If you keep a pet or feed animals in the dormitory areas, and are given three warnings.
- 4. If you transfer your residential right to others or for illegal benefit.
- 5. If you allow an unauthorized visitor (especially that of the opposite sex) to stay from 12 am to 8 am.
- Stealing
- Residents of misconduct such as sexual harassment, bullying or other offences of sexual morality in the dormitory areas, is confirmed through investigation by NTHU Gender Equity Education Committee.
- Students guilty of sexual assault on the dormitory promises, as confirmed through investigation by NTHU Gender Equity Education
  Committee, shall receive official injunction to evacuate from the dormitory. Resident evicted for this reason will be permanently prohibited
  from applying for housing.

■ 我已閱讀且同意法規 Read and Agree

同意,繼續申請 Agree and Continue

不同意,取消申請 Disagree and Return

## C. 學年住宿(無優先權) Semester (Non-Priority) Step 3. 選擇人數 Number of Person

- 選擇人數 (校本部:1、2、3、4; 南大校區:1、2、4、6) 並填寫資料
  - ▶(校本部) 3人組僅限女生且志願一為雅齋
  - ▶(南大校區)6人組僅限女生且志願一為迎曦軒
  - >幾人組僅代表一組人數不代表為幾人房,且不影響各齋舍中籤率
- Select the number of people(Main Campus: 1 \ 2 \ 3 \ 4; Nanda Campus: 1 \ 2 \ 4 \ 6) and fill in the information
  - > (Main Campus) 3-persons group is for female and the 1st choice is limited to Dorm Ya
  - >(Nanda Campus) 6-persons group is for female and the 1st choice is limited to Ying-His
  - > Which group doesn't mean that you apply for which room type and doesn't affect the probability of each dorm



## C. 學年住宿(無優先權) Semester (Non-Priority) Step 4. 填寫資料 Information

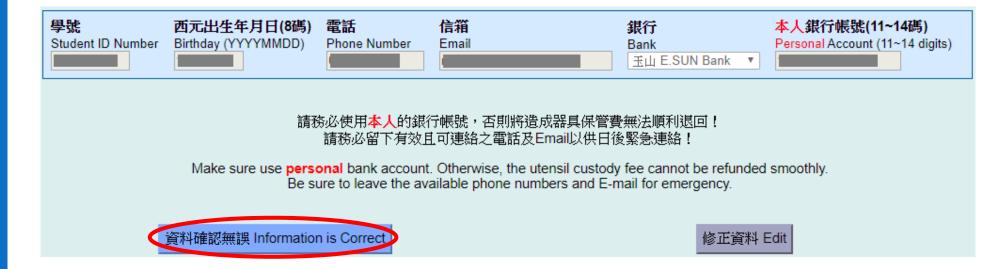
- 填寫資料
  - ▶填寫資料:學號6~9碼、西元出生年月日8碼、有效連絡電話及信箱、本人銀行帳號
- Fill in the information
  - ➤Information: student ID (6~9 numbers) · birthday (yyyymmdd) · available phone number and email · personal bank account

學號 Student ID Number	西元出生年月日(8碼) Birthday (YYYYMMDD)	電話 Phone Number	信箱 Email	<b>銀行</b> Bank 銀行 Bank ▼	本人銀行帳號(11~14碼) Personal Account (11~14 digits)
註2:學號為6~9碼數字 註3:申請住宿前,請 Note 1:Your passwor Note 2:The student n	d is your <b>birthday in (YY)</b> number has six to nine nun ation, please log <b>personal</b>	連絡之電話及Email以本人銀行帳號(限 <mark>郵局</mark> Y <b>YMMDD)</b> . For exam nbers. Be sure to lear	《供日後緊急連絡! <mark>号、兆豐或玉山</mark> ),並於此申請頁面 pple:Birthday is December 31 <sup>st</sup> , ve the available phone numbers a	1991, please log in 1991123 and E-mail for emergency.	

資格確認 Confirm the Qualification

3:

## C. 學年住宿(無優先權) Semester (Non-Priority) Step 5. 確認資料 Confirm the Information



### C. 學年住宿(無優先權) Semester (Non-Priority) Step 6. 選擇就寢時間及志願齋 Select the Bedtime and Preferred Choices

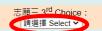
- 校本部
  - > 四個志願序及寧靜寢室意願
  - > 3人組僅限女生且志願一為雅齋
- 南大校區
  - > 兩個志願序
  - ▶6人組僅限女生且志願一為迎曦軒
  - > 男生僅有樹德樓,無法選擇
- 志願齋不可重複 The preferred choices can't be the same

就寢時間(僅供排床位參考,仍以實際床位狀況為主) Bedtime (reference for arranging beds only, still based on the status of beds)

=請選擇就寢時間 Please Select= 🗸









※是否抽中住宿依亂數序號決定,志願齋順序不影響住宿中籤率。

\*\*The probability of accommodation is according to random number. The choices of dorms will not affect it

#### 寧靜寢室意願 Will of Quiet Room:

改希望住寧靜寢室 Yes, I want to live int the quiet room.

※有意願時,若抽中住宿權且寧靜寢室有空房,將優先排入寧靜寢室,不受齋舍志願序影響。 ※為整組意願,且是否選擇不影響住宿中籤率

If you draw the rights of accommodation and want to live in t the guiet room when it is available, you will be assigned to quiet room rather than choices of dormitories.

It's the will of whole members. Whether you choose or not, it will not affect the probability of accommodation

- Main Campus
  - > 4 Preferred Choices and Will of Quiet Room
  - > 3-persons group is for female and the 1st choice is limited to Dorm Ya
- Nanda Campus
  - > 2 Preferred Choices
  - > 6-persons group is for female and the 1st choice is limited to Ying-His
  - > There is just Shu-Te for male

所有參加的組數以組為單位取得一組亂數序號1~N

- →由亂數序號1開始比對該組志願
- → 若有勾選寧靜寢室則優先排入寧靜寢室空床再依志願序排入
- → 若4個志願都無空床位,將任意安排到有空床位的齋舍!

(床位數不足時,可能發生同組但補到不同齋的情況發生)

→ 接著依序比對亂數序號2~N該組的志願

(若最後空床數無法補完整組則將空床位留待下一次候補使用)

#### Introduction of Random Drawing :

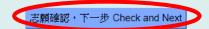
All groups will obtain a set of random serial number 1~N

- → Match the choices starting from random serial number 1
- → Quiet Room option will be assigned first followed by the four choices.
- → When no vacancies are available for all four choices, you will be assigned to any dorms with vacancy.

(When the vacancies are not sufficient, applicants in the same group might be assigned to different dorms)

→ Continue to match the choices staring from random serial number 2~N

(If the final vacancies are not sufficient for the whole group, the vacancies will be saved for the waiting list applicants)



※學、儒、清齋依送教育部興建計劃構想書,原則宿費依每年目標消費者上漲率2%逐年調整。

\*In principle dormitory Shiue, Ru and Tsing's fee would be adjusted by 2 percent up according to Ministry of Education. new construction projection each year.

# C. 學年住宿(無優先權) Semester (Non-Priority) Step 7. 亂數方式說明 Introduction of Random Drawing

所有參加的組數以組為單位取得一組亂數序號1~N

- → 由亂數序號1開始比對該組志願
- →若有勾選寧靜寢室則優先排入寧靜寢室空床再依志願序排入
- → 若4個志願都無空床位,將任意安排到有空床位的齋舍!(床位數不足時,可能發生同組但補到不同齋的情況發生)
- →接著依序比對亂數序號2~N該組的志願 (若最後空床數無法補完整組則將空床位留待下一次候補使用)

All groups will obtain a set of random serial number 1~N

- ightarrow Match the choices starting from random serial number 1
- → Quiet Room option will be assigned first followed by the four choices.
- → When no vacancies are available for all four choices, you will be assigned to any dorms with vacancy. (When the vacancies are not sufficient, applicants in the same group might be assigned to different dorms)
- $\rightarrow$  Continue to match the choices staring from random serial number 2~N (If the final vacancies are not sufficient for the whole group, the vacancies will be saved for the waiting list applicants)

# C. 學年住宿(無優先權) Semester (Non-Priority) Step 8. 完成申請 Complete the Application

申請資料已送出,請至 申請名單 查詢或Email是否收到確認信。

結果將公告於網頁,<mark>將不另行通知</mark>,請同學務必自行上網查閱是否有抽中宿舍。

如需申請 暑期住宿,請於開放期限內完成申請,逾期視同放棄。

You completed the application.

Please inquire the <u>application list</u> or check the confirmed email.

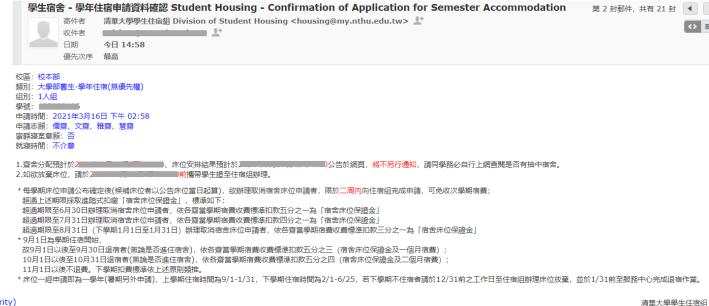
Outcome will be announced on the website without individual notification.

Please remember to check whether you have the accommodation or not by yourself.

If you want to apply for <u>summer accommodation</u>, please remember to complete the application during open period. The rights will be automatically forfeited if the period is due.

# C. 學年住宿(無優先權) Semester (Non-Priority) Step 9. 申請資料確認 Confirmation of Application

- •完成申請將自動 寄信至信箱
- If complete the application, you will receive the confirmed email.



Campus: Main Campus

Type: Current Undergraduate - Semester Accommodation (Non-Priority)

Group: 1-person group Student ID: 1

Application Time: 2021-3-16 2:58 PM

Choice: Ru 、Wen 、Ya 、Huei Will of Quiet Room: NO Bedtime: Do not mind

1.Dorm allocation will be announced on the website at anno

2.If you want to give up, you must bring your student ID card and go to the Division of Student Housing before contact the student Housing British Housing B

\* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

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\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee "will be deducted.

If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee "will be deducted.

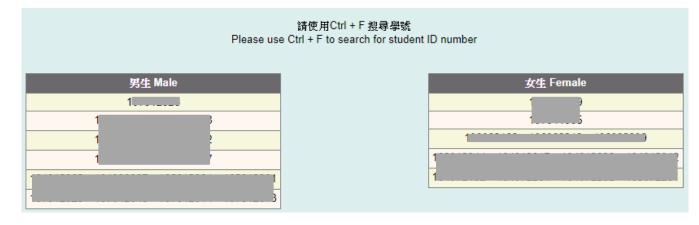
No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

# C. 學年住宿(無優先權) Semester (Non-Priority) Step 10. 名單查詢 Application List Inquiry

- 至申請名單查詢確認
- Go to check the list.





# C. 學年住宿(無優先權) Semester (Non-Priority) Step 11. 修改志願序 Preferred Choices Edit

- •可於申請期限內自行修改志願、就寢時間
- You can edit the choices or bedtime during application period.







# C. 學年住宿(無優先權) Semester (Non-Priority) Step 12. 修改資料確認 Confirmation of Modification

- •完成修改將自動 寄信至信箱
- If complete the modification, you will receive the confirmed email.

學生宿舍 - 學年住宿修改資料確認 Student Housing - Confirmation of Modification for Semester Accommodation 清華大學學生住宿組 Division of Student Housing < housing@my.nthu.edu.tw> 』 今日 15:14 優先次序 最高 校區: 校本部 類別: 大學部舊牛-學年住宿(無優先權) 組別: 1人組 修改時間: 2021年3月16日 下午 03:14 申請志願: 文齋、鴻齋、雅齋、慧齋 寧靜寢室意願: 否 就寢時間:晚上12點以後 \* 每學期床位申請公布確定後(候補床位者以公告床位當日起算),欲辦理取消宿舍床位申請者,限於二周内向住宿組完成申請,可免收次學期宿費; 超過上述期限採取進階式扣繳「宿舍床位保證金」、標準如下: 超過期限至6月30日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款五分之一為「宿舍床位保證金」 超過期限至7月31日辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款四分之一為「宿舍床位保證金」 超過期限至8月31日 (下學期1月1日至1月31日) 辦理取消宿舍床位申請者,依各齋當學期宿費收費標準扣款三分之一為「宿舍床位保證金」 \*9月1日為學期住宿開始, 故9月1日以後至9月30日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之三(宿舍床位保證金及一個月宿費); 10月1日以後至10月31日退宿者(無論是否進住宿舍),依各齋當學期宿費收費標準扣款五分之四(宿舍床位保證金及二個月宿費); 11月1日以後不退費。下學期扣費標準依上述原則類推。 \*床位一經申請即為一學年(暑期另外申請),上學期住宿時間為9/1-1/31,下學期住宿時間為2/1-6/25,若下學期不住宿者請於12/31前之工作日至住宿組辦理床位放棄,並於1/31前至服務中心完成退宿作業。 清華大學學生住宿組

Campus: Main Campus

Type: Current Undergraduate - Semester Accommodation (Non-Priority)

Group: 1-person group
Student ID: 1

Modification Time: 2021-3-16 3:14 PM Choice: Wen , Hung , Ya , Huei Will of Quiet Room: NO

Will of Quiet Room: NO Bedtime: After midnight

2.If you want to give up, you must bring your student ID card and go to the Division of Student Housing before

\* After the announcement of the application in each semester is confirmed (candidates on the standby list will be counted from the date of announcement), applicants who wish to cancel the application will be required to complete the application to Division of Student Housing in two weeks and no need to pay for the next semester accommodation fee. Beyond the above period, the standard of "Dormitory Bed Deposit", which adopts the advanced withholding are as follows:

Those who apply for cancellation of dormitory beds beyond the deadline until June 30 will deduct one-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit". Those who apply for cancellation of dormitory beds beyond the deadline until July 31 will deduct one-fourth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit". Those who apply for cancellation of dormitory beds beyond the deadline until Aug. 31 (Next semester from Jan. 1 to Jan. 31) will deduct one-third of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit".

\* Lodging is available from Sep. 1.

If the withdrawal is made between Sep. 1 and Sep. 30 (regardless in residence or not), three-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and one month's dormitory fee "will be deducted.

If the withdrawal is made after Oct. 1 and before Oct. 31 (regardless in residence or not), four-fifth of the fee according to the standard of the accommodation fees for each semester as the "Dormitory Bed Deposit and two months' dormitory fee "will be deducted.

No refund if withdrawal is made after Nov. 1. Same deduction standard shall be applied for next semester in compliance with the above principle.

\* If you apply to live in a dorm, an academic year is the supposed period of stay. (Summer accommodation shall be applied separately.) The last day for move-out is January 31st for the fall semester and June 25th for the spring semester. If you don't want to live in the dormitory for the spring semester, an application no later than December 31st is required, and go to the service center to check out before January 31st.

# C. 學年住宿(無優先權) Semester (Non-Priority) Step 13. 齋舍分配結果 Dorm Allocation Result



- 依各齋齋長公布辦法登記、 分配床位
- 最終床位安排結果將另行公告於網頁上
- The allocation of beds is arranged by dormitory head resident.
- Bed allocation result will be announced on the website.

請使用Ctrl + F 搜尋學號,同一組別使用相同序號。 <u>齋舍空白表示未抽中宿舍,若尚有住宿需求,可參加學年候補。</u> 各齋依齋長公布方式辦理床位分配,結果預計於 如欲放棄床位,請於 如欲放棄床位,請於 如然放棄床位,請於 如然放棄床位,請於

Please use Ctrl + F to search for student ID number. Students in the same group will have the same serial number.

If the dorm is empty means you don't get the accommodation.

You can apply for semester waiting-list if you still have the demand of accommodation.

The allocation of beds is according to head resident's announcement.

Outcome will be announced on the website at

If you want to give up, you must bring your student ID card and go to the Division of Student Housing before

男生序號 Male No.	學號 Student ID	齋舍 Dorm	寧靜寢室 Quiet Room
1	+ }	誠齋 Cheng	否 NO
1	•	誠齋 Cheng	否 NO
2	•	誠齋 Cheng	否 NO
2	•	誠齋 Cheng	否 NO
3	• ;	誠齋 Cheng	否 NO
4	•	誠齋 Cheng	否 NO
5	•	誠齋 Cheng	否 NO
5	•	誠齋 Cheng	否 NO
5	+ }	誠齋 Cheng	否 NO
5	•	誠齋 Cheng	否 NO
6	;	誠齋 Cheng	否 NO
7	}	華齋 Hua	否 NO
7	•	華齋 Hua	否 NO
7	•	華齋 Hua	否 NO
7	}	華齋 Hua	否 NO

女生序號 Female No.	學號 Student ID	齊舍 Dorm	寧靜寢室 Quiet Room
1	1	雅齋 Ya	否 NO
1	•	雅齋 Ya	否 NO
2	•	雅齋 Ya	否 NO
2	•	雅齋 Ya	否 NO
3	•	雅齋 Ya	否 NO
3	•	雅齋 Ya	否 NO
4	•	雅齋 Ya	否 NO
5	•	慧齋 Huei	否 NO
6	•	慧齋 Huei	否 NO
7	•	雅齋 Ya	否 NO
7	•	雅齋 Ya	否 NO
8	•	雅齋 Ya	否 NO
8	•	雅齋 Ya	否 NO
8		雅齋 Ya	否 NO
9		慧齋 Huei	否 NO

# D. 暑期 Summer Step 1. 宿舍規則 Dorm Rules

•請詳閱相關法規及注意事項,點選"同意"即視同閱讀完畢並同意遵守相關規定。

• Read the rules and notifications. By clicking "Agree", you agree to comply with the

relevant regulations.



- 1. 為維護同學自身權益,請同學務必詳閱下方住宿規則。點選"同意"即視同閱讀完畢並同意遵守相關規定。
- 3. 暑宿逾期未繳費者恕不保留床位,開放候補登記進住。如欲放棄暑期床位,請勿繳交暑期宿費,並攜帶學生證至住宿組辦理放棄手續,一經繳費, 概不退費。
- 1. For your rights, please read the details of dorm rules. By clicking "Agree", you agree to comply with the relevant regulations.
- 2. Outcome will be announced on the website at without individual notification. Please remember to check whether you have the accommodation or not by yourself.
- 3. If the payment is not been completed during period, the bed will be offered to student who is wait-listed. If you want to give up the summer accommodation, please don't pay the fee and go to the Diviosn of Student Housing with student ID card for necessary procedures. There will be no refund once the payment has been made.

請詳細閱讀:國立清華大學學生宿舍規則、國立清華大學學生宿舍個人資料蒐集告知聲明

<u>中文</u> English

#### 國立清華大學學生宿舍規則

109年12月18日學務會議核備

第一條 本規則主在規範本校學生住宿權利、費用及所應遵守之住宿規範,若有違法(規)之事項另依學校及 國家相關法令辦理。

第二條 本校學生住宿權依下列優先順序辦理:

- 一、大學部:大學部宿舍以一年級新生、二年級學生優先分配住宿(床位不足時,二年級學生依電腦抽 籤順位優先遞補)。
- 二、研究生:研究生宿舍以舊生優先分配住宿,新生次之。但需保留適當床位供新生抽籤,住宿組得視每年床位狀況機動調整分配之,惟仍以舊生優先辦理宿舍抽籤作業。
- 三、優先分配住宿學生:身心障礙生、低收入戶子女及中低收入戶子女(出具鄉鎮市、區公所證明)、原住民、非本國國籍學生、當年度宿舍自治幹部、當年度卸任齋長、校隊及學生會成員(依本校校隊及學生會成員優先分配宿舍原則辦理)、公費師培生,以上學生得優先分配住宿。

四、優先候補學生・清寒家庭子女、孱弱生(罹患宿疾致使身體孱弱或行動不便者, 郷公立地區鑿院診

同意,繼續申請 Agree and Continue

不同意,取消申請 Disagree and Return

# D. 暑期 Summer

### Step 2. 住宿法規摘要 Summary of Dorm Rules

- 法規摘要再次確認,確認後 同意規章開始申請
- Check the summary of the rules again and click the "Agree".

#### 住宿法規摘要 Summary of Dorm Rules

署宿逾期未繳費者恕不保留床位,開放候補登記進住。如欲放棄署期床位,請勿繳交署期宿費,並攜帶學生證至住宿組辦理放棄手續,<mark>一經繳費</mark>, 概不退費。

器具保管費將退至學生於校務資訊系統中登錄學校指定之銀行或郵局帳號,學生如未登錄本人帳號或登錄錯誤致無法退款,將委請銀行代為開立支票並以掛號信件寄回學生戶籍地,每筆器具保管費將代扣支票開立手續費及掛號郵資。

If the payment is not been completed during period, the bed will be offered to student who is wait-listed. If you want to give up the summer accommodation, please don't pay the fee and go to the Diviosn of Student Housing with student ID card for necessary procedures. There will be no refund once the payment has been made.

The utensil custody fee will be returned to your account which you sign on the Academic Information System. If we can't return by that way because of other reasons, we will entrust the bank to draw up a check and mail it to where you live. Therefore, the utensil custody fee will be cut by the commission and postage.

#### ■我已閱讀且同意法規 Read and Agree

**建反下列情形之一者**,一次扣十五點,立即退宿、沒收器具保管費。

- 1. 非經住宿組、齊教官或生輔組輔導人員報備同意,帶非住宿生留宿者。
- 2. 帶異性至浴室沐浴盥洗者。
- 3. 在宿舍區內飼養寵物或餵食動物,三次屬犯經查證屬實者。
- 4. 私自轉讓或允許他人冒名頂替及其他床位異動涉及利益交換經查證團廣者。
- 5. 非住宿生或異性滯留逾晚間十二時者。
- 6. 偷竊行為經查證屬實者
- 7. 在宿舍區內涉及性騷擾、性廟凌或其他妨害風化之行為,經本校性別平等教育委員會調查確定屬實者
- 8. 在宿舍區內涉及性侵害情事,經本校性別平等教育委員會調查確定圖賽者,勤令退宿。因本目事由遭退宿者,自退宿公告日起不得再為住宿由請。

When a total of 15 points are deducted, the resident will be evicted immediately without utensil custody fee refund. The following cases apply:

- If you let a non-resident stay overnight without permission from the Division of Student Housing, dorm military instructor or Division of Student Assistance counselors.
- 2. If you shower with a person of the opposite sex in the dorm bathroom.
- 3. If you keep a pet or feed animals in the dormitory areas, and are given three warnings.
- 4. If you transfer your residential right to others or for illegal benefit.
- 5. If you allow an unauthorized visitor (especially that of the opposite sex) to stay from 12 am to 8 am.
- 6 Stealing
- Residents of misconduct such as sexual harassment, bullying or other offences of sexual morality in the dormitory areas, is confirmed through investigation by NTHU Gender Equity Education Committee.
- Students guilty of sexual assault on the dormitory promises, as confirmed through investigation by NTHU Gender Equity Education
  Committee, shall receive official injunction to evacuate from the dormitory. Resident evicted for this reason will be permanently prohibited
  from applying for housing.

■ 我已閱讀且同意法規 Read and Agree

同意,繼續申請 Agree and Continue

不同意,取消申請 Disagree and Return

# D. 暑期 Summer Step 3. 填寫資料 Information

- 填寫資料
  - ▶填寫資料:學號6~9碼、西元出生年月日8碼、有效連絡電話及信箱、本人銀行帳號
- Fill in the information
  - ➤Information: student ID (6~9 numbers) · birthday (yyyymmdd) · available phone number and email · personal bank account



# D. 暑期 Summer

# Step 4. 確認資料 Confirm the Information

學號 Student ID Number	西元出生年月日(8碼) Birthday (YYYYMMDD)	電話 Phone Number	信箱 Email	<b>銀行</b> Bank 兆豐 Mega Bank ▼	本人銀行帳號(11~14碼) Personal Account (11~14 digits)		
大學部暑期住宿床位統一由住宿組安排在暑期開放齋舍,配合節能減碳,以每間寢室補滿床位為原則。							
鴻齋以境外生或目前已住宿於鴻齋的同學優先安排。							
請務必使用 <mark>本人</mark> 的銀行帳號,否則將造成器具保管費無法順利退回! 請務必留下有效且可連絡之電話及Email以供日後緊急連絡!							
Summer accommodation for undergraduate students will be assigned to the opened dormitories by Division of Student Housing.  For energy saving and carbon reduction, it would be the primary basis that each room should be fully occupied before other rooms become available.							
International students or current residents of Dorm Hung have the priority to the use of Dorm Hung.							
Make sure use personal bank account. Otherwise, the utensil custody fee cannot be refunded smoothly.  Be sure to leave the available phone numbers and E-mail for emergency.							
	資料確認無誤 Informatio	n is Correct		修正資料	Edit		

# D. 暑期 Summer Step 5. 完成申請 Complete the Application

申請資料已送出,請至 申請名單 查詢或Email是否收到確認信。

結果將公告於網頁,<mark>將不另行通知</mark>,請同學務必自行上網查閱是否有抽中宿舍。

如需申請 學年住宿,請於開放期限內完成申請,逾期視同放棄。

You completed the application.

Please inquire the <u>application list</u> or check the confirmed email.

Outcome will be announced on the website without individual notification.

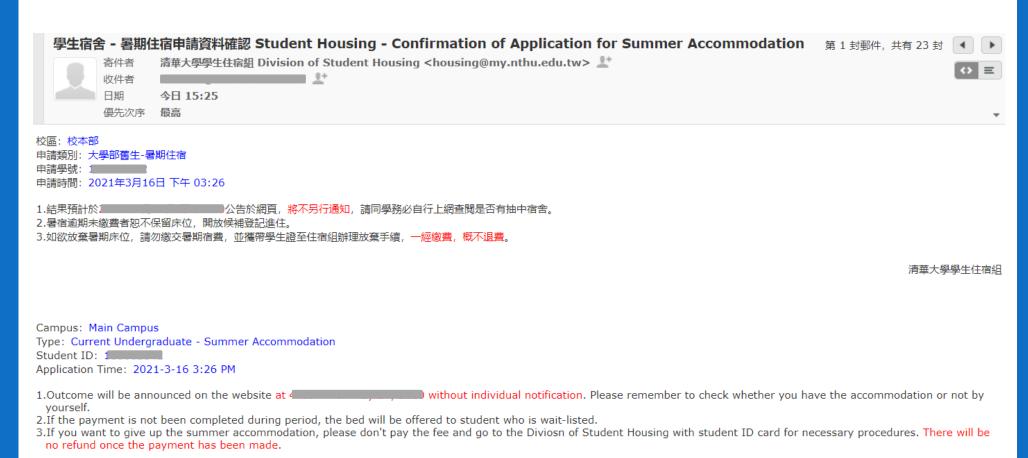
Please remember to check whether you have the accommodation or not by yourself.

If you want to apply for <u>semester accommodation</u>, please remember to complete the application during open period. The rights will be automatically forfeited if the period is due.

## D. 暑期 Summer

#### Step 6. 申請資料確認 Confirmation of Application

- •完成申請將自動寄信至信箱
- If complete the application, you will receive the confirmed email.



Division of Student Housing

# D. 暑期 Summer Step 7. 名單查詢 Application List Inquiry

- 至申請名單查詢確認
- 由住宿組安排床位,最終床位安排結果將另行公告於網頁上
- Go to check the list.
- Division of Student Housing arranges the bed and will announce the result on website.





# E. 個人資料修改 Personal Information Edit

- 請提供有效及正確的資訊,如發現有誤請自行進行更正
- 輸入欲更改之資料並更新
- 申請住宿時如填寫信箱錯誤,信箱修改後仍無法再次寄發申請確認信
- Please provide the available and correct information. If it's wrong, please correct them.
- Fill the new information and update.
- If you fill the wrong email when you apply for the housing application, the system can not send the confirmation of application again after editing the information.



#### 再次提醒:

- ◆ 欲申請暑期及學年的同學,請務必確認是否皆申請完成。
- ◆ 如有任何問題,請務必於申請期限截止前之上班期間洽詢住宿組。

#### Remind:

- ◆Please check whether complete the application of summer and next semester accommodation.
- ◆If you have any questions, please contact the Division of Student Housing in office hours before the application deadline.



#### 有優先權學生是否可以跟無優先權一組登記?

- ◆ 兩種身分優先權不同,登記入口亦不同,無法一起登記。
- ◆ 若仍想住一起:
  - ▶ 1.分開登記,若無優先權學生有抽到宿舍且在同一齋舍,再依齋長安排床位方式辦理(根據亂數結果及安排方式,不保證能在同齋舍、同寢室)。
  - ▶ 2.有優先權學生可到住宿組辦理放棄優先權,將失去優先住宿資格,再一起登記宿舍,但不一定抽得到宿舍。

# Can students with priority and without priority apply for accommodation together?

- ◆The students with different priority shall apply for accommodation through different application entrances. They can't apply together.
- ◆If you still want to live together:
  - > 1. You can apply for accommodation separately. If both you are assigned to the same dormitory, you may contact with the head resident to arrange the bed. But according to the random result and allocation, there is no guarantee that you can live in the same dormitory or room.
  - 2. Students with priority can give up priority and apply for accommodation together with non-priority students, but there is no guarantee whether you will get accommodation.

#### 無優先權學生是否可登記寧靜寢室?

◆ 寧靜寢室登記期間僅開放有優先權學生,無優先權學生可在登記學年住宿時勾選 有意願入住寧靜寢室,若仍有剩餘床位將根據亂數結果分配給無優先權學生。

#### Can I apply for quiet room if I don't have priority?

◆During the application period for quiet room, it's just open for students with priority. Non-priority sutdnet still can apply for semester accommodation and check the will of quiet room. If there are vacancies, they will be assigned according to random result.

#### 4人組選填志願齋是否可選擇雙人房齋舍?

◆ 可以選擇,抽到雙人房齋舍後,再依齋長安排床位方式辦理,決定如何分配寢室。

## Can 4-persons group select the dormitory with twin room?

◆Yes, you can select it . If you are drawn to the dormitory with twin room, you can contact with dormitory head resident to arrange the beds.

### 校本部男生是否可以3人組登記?

- ◆ 因其他齋舍主要為雙人房及四人房,故男生不開放3人組登記,且女生3人組志願一限定為雅齋。
- ◆ 若仍想3人住在同一間寢室,請分2人組及1人組登記,若有亂數到同一齋舍,再 依齋長安排床位方式辦理(根據亂數結果及安排方式,不保證能在同齋舍、同寢 室)。

#### Can males on Main Campus register by 3-persons group?

- ◆Since the other dormitories are mainly twin rooms and quadruple rooms, males are not allowed to register for 3-persons group, and the 1st choice for female 3-persons group is limited to Dorm Ya.
- ◆If 3 people still want to live in the same room, you can apply separately by 2-pesons group and 1-person group. If you are all assigned to the same dormitory, you may contact with the dormitory head resident to arrange the bed. But according to the random result and allocation, there is no guarantee that you can live in a dormitory or room together.

#### 志願序或寧靜寢室意願是否影響抽中學年宿舍(無優先權)的機率?

◆ 否,不影響中籤機率。無優先權學生是否抽中學年宿舍僅由空床位數量及亂數序號決定,志願序僅為抽到宿舍後安排的參考依據,若所選志願齋舍皆無空床位,亦會安排至其他有空床位齋舍。

# Will the preferred choices and the will of quiet room affect the probability of dormitory draw for non-priority students?

◆No, it will not affect. It is only determined by the number of vacant beds and random numbers. The preferred choices and the will of quiet room is only a reference for the arrangement after you get the accommodation. If there are no vacant beds in the selected preferred choices, it will also be arranged to other vacant dormitories.

#### 已登記2人組是否可改為4人組登記、是否可更換同組同學?

◆ 為確保一組所有同學同意變更,請已登記的所有同學至住宿組辦理取消申請,再 自行重新上網登記,所有程序請在住宿申請結束前辦理完成。

### Can I change to 4-persons group if I already applied by 2-persons group?

◆In order to ensure that all students in a group agree to change, all registered students should go to Division of Student Housing to apply for cancellation, and then re-register online. All procedures must be completed before the end of the housing application.

#### 若兩人抽到不同齋舍,是否可以住到同一寢室?

- ◆ 於齋長安排床位階段,僅抽到同齋舍同學可一起安排,不可齋舍異動。
- ◆ 若想異動齋舍,需於床位公告後再行辦理:
  - ▶ 1.另一床為空床位,請欲異動者攜帶學生證至住宿組辦理。
  - > 2.另一床已安排同學,請自行與同學協調後,雙方攜帶學生證至住宿組辦理。

#### Can we live in the same room if we are drawn to different dormitories?

- ◆When dormitory head resident arranges the bed, only students who are drawn to same dormitory can be arranged together, and can't change to different dormitory.
- ◆ You shall apply for transfer after the bed allocation is announced if you want to change the dormitory:
  - > 1. If the other bed is vacant, please bring your student ID card to Division of Student Housing.
  - > 2. If the other bed has been arranged to other student, please coordinate with the student and both bring your student ID cards to Division of Student Housing.