

# On-line Room Registration for Undergraduate Student Dormitories (111th academic year)

**A.Vacancies Url:**<https://tinyurl.com/111NCKUHSD-Room>

**B.Registration System Url:**[http://dorm.osa.ncku.edu.tw/index\\_beds.php](http://dorm.osa.ncku.edu.tw/index_beds.php)

## Stage 1: Full Room Registration Only

### 1. Instructions :

(1) In Stage 1, only full-room registration is available.

(2) To complete room registration, the representative of the room shall (A) login the system, (B) enter the student ID number and verification code of each roommate, and (C) register a room.

(3) After the registration, an auto-system mail will be sent to residents of the room for reference and residents shall login the system again for confirmation.

(4) During Stage 1, registration revision is NOT available.

**2. Registration Revision :** The revision of room registration is only available in Stage 2, from 10:00A.M., April 20 to 10:00A.M., April 26, 2022. Those who would like to revise their room registration shall login the system to cancel their accommodation(『放棄床位』) or to change to other rooms(『改選其他寢室』).

**3. Registration Time :** Please check the following form for detailed registration time for each dorm:

Dorm	starting from (MM/DD HH:mm)	due time
Kuang-Fu 1	04/13 10:00	10:00 A.M., April 19 ,2022.
Sheng-Li 9	04/13 10:00	
Sheng-Li 3	04/13 14:00	
Sheng-Li 4	04/13 14:00	
Ching-Yeh 1	04/13 14:00	
Kuang-Fu 2	04/14 10:00	
Sheng-Li 8	04/14 10:00	
Sheng-Li 2	04/14 14:00	
Sheng-Li 1	04/14 14:00	

## Stage 2: Individual and Full Room Registration

**1. Registration time: 10:00 A.M., April 20 ~ 10:00 A.M., April 26, 2022.**

**2. Instructions:** In Stage 2, both individual registration and full-room registration are available. When room registration is done, an auto-system mail will be sent to the applicant for reference and the applicant shall login the system again to confirm their registration.

**3. Registration Revision:** The revision of room registration is available from 10:00 A.M., April 20 to 10:00 A.M., April 26, 2022. Those who wish to cancel or to revise their room registration may login the system to cancel their accommodation(『放棄床位』) or to change to other rooms(『改選其他寢室』).

## Remarks

1. Please do not logout the system until the system responds to your registration. Make sure to login the system again to confirm your room registration.

2. Those who do not finish their room registration within the designated time will be regarded as giving up their accommodation, and the vacancies left will be open for application.