

Waiting List Application for **Undergraduate Program** Accommodation of the 112th Academic Year

	Instruction
A. Eligibility	<p>International graduate program degree students who do not have on-campus accommodation yet in the 112th academic year.</p> <p>Conditions: The above-mentioned students are eligible for the application under the following conditions:</p> <ol style="list-style-type: none"> 1. Having no unpaid bill(s). Check your payment record here: https://dorm.osa.ncku.edu.tw/index_schleave.php 2. Having no or less than 10 violation point(s). Check your Bonus & Violation Point record here: https://dorm.osa.ncku.edu.tw/index_dormstu.php To eliminate all violation points, applicants may apply for the elimination with HSD, with each point converted into a three-hour campus service 3. Not being suspended of the right to dormitory accommodation. 4. Having completed health checkup.
B. How to Obtain a Serial Number	<p>Please register here: https://dorm.osa.ncku.edu.tw/index_cdd.php</p> <p>Stage 1—10 AM, August 01 -10 AM, August 15 : A serial number will be randomly assigned to students who register by the end of stage 1. The serial number list is open for inquiry from 18:00, August 15.</p> <p>Stage 2—10 AM, August 16 -10 AM, September 11: Students who register during stage 2 will be given a serial number according to the time when they complete the registration.</p> <p>Check your serial number here: https://dorm.osa.ncku.edu.tw/index_cdd.php</p>
C. Confirm and register for vacancies	<ol style="list-style-type: none"> 1. Vacancies are allocated by the serial number order. 2. The serial numbers open for registration will be announced respectively as the schedule shown in Attachment 1. 3. Once the applicant's serial number is open for vacancy registration, the applicant shall complete the registration by the designated time via the system: https://dorm.osa.ncku.edu.tw/index_beds.php. The applicants who fail to do so are regarded as giving up their priority for on-campus accommodation and their serial number is null and void. The vacancies left will be open to other applicants on the waiting list. 4. The applicants are suggested to visit the website (https://housing-osa.ncku.edu.tw/) and check their email inbox every working day.
D. Responsible personnel	Ms. Hsu. Tel: (06)275-7575# 86355
E. Remarks	<ol style="list-style-type: none"> 1. Students who cancel their accommodation after confirmation will be charged NT\$ 250 handling fee and NT\$ 150 per day from the check-in day till the cancellation procedures are completed. 2. All serial numbers are null and void from 10 AM September 12, 2023. 3. For more details of check-in dates and charge standard, please refer to Attachment 1.

Attachment 1. Check-in Date & Charge Standard for Degree Students of **Undergraduate** Program

	1	2	3	4	5	6	7	8	9
Announcement of Serial Numbers Open for Registration	8/18 18:00	8/23 18:00	8/25 18:00	8/29 18:00	8/31 18:00	9/4 18:00	9/6 18:00	9/8 18:00	9/12 18:00
Vacancy registration open between	8/21 10:00	8/24 10:00	8/28 10:00	8/30 10:00	9/1 10:00	9/5 10:00	9/7 10:00	9/11 10:00	9/13 10:00
	8/22 10:00	8/25 10:00	8/29 10:00	8/31 10:00	9/4 10:00	9/6 10:00	9/8 10:00	9/12 10:00	9/14 10:00

Incoming students	Check-in Date*	Aug. 25-27 (Check-in service for incoming students)		Sep. 02 ~ Sep 04 (Check-in service for returning students)		Sep. 06 18 weeks	Sep. 08 18 weeks	Sep. 12 17 weeks	Sep. 14 17 weeks	Sep. 18 16 weeks
	Charge Standard	19 weeks		18 weeks						
Boarders of Full-term summer stay	Check-in Date*	Aug. 23, 09-12AM (transferring between 2023 summer and 112-1 semester)	Sep. 01 ~ Sep 03 (Check-in service for returning students)			Sep. 06 18 weeks	Sep. 08 18 weeks	Sep. 12 17 weeks	Sep. 14 17 weeks	Sep. 18 16 weeks
	Charge Standard	18 weeks	18 weeks							
boarders & Non-boarders of 2022 summer	Check-in Date*	Sep. 01 ~ Sep 03 (Check-in service for returning students)				Sep. 06 18 weeks	Sep. 08 18 weeks	Sep. 12 17 weeks	Sep. 14 17 weeks	Sep. 18 16 weeks
	Charge Standard	18 weeks								

* Please complete the check-in procedures during office hours unless the check-in time is specifically regulated. The office hours are 09:00-12:00 and 13:00-17:00.

The check-in procedures include presenting the dorm fee receipt, presenting the boarder's IDs, and claiming the room key. After completing the check-in procedures, the boarder can move into the room at their convenience.

Students who wish to check in earlier than the said time above shall apply for early check in 3 working days before checking in and the charge is NT\$ 150 per day. Late application will be charged a handling fee of NT\$ 250.