

國立成功大學學生宿舍寒暑假住宿要點
National Cheng Kung University
Directions for Student Dormitory Accommodation
During the Winter and Summer Break Periods

78.12.20.第 245 次主管會報通過
Approved at the 245th Meeting of the Chief Administrators on Dec. 20, 1989
79.5.9.第 254 次主管會報修正通過
Amended at the 254th Meeting of the Chief Administrators on May 9, 1990
85.12.18.第 410 次主管會報修正通過
Amended at the 410th Meeting of the Chief Administrators on Dec. 18, 1996
91.5.29.第 533 次主管會報修正通過
Amended at the 533rd Meeting of the Chief Administrators on May 29, 2002
94.12.21.第 611 次主管會報修正通過
Amended at the 611th Meeting of the Chief Administrators on Dec. 21, 2005
97.12.10.第 666 次主管會報修正通過
Amended at the 666th Meeting of the Chief Administrators on Dec. 10, 2008
98.12.2.第 681 次主管會報修正通過
Amended at the 681st Meeting of the Chief Administrators on Dec. 02, 2009
98.12.18. 98 學年度第 1 學期學生事務會議通過
Amended by the Student Affairs Council in the fall semester of the 2009-10 school year on Dec. 18, 2009
100.12.23 100 學年度第 1 學期學生事務會議修正通過
Amended by the Student Affairs Council in the fall semester of the 2011-12 school year on Dec. 23, 2011
102.12.13 102 學年度第 1 學期學生事務會議修正通過
Amended by the Student Affairs Council in the fall semester of the 2013-14 school year on Dec. 13, 2013
107.12.21 107 學年度第 1 學期學生事務會議修正通過
Amended by the Student Affairs Council in the fall semester of the 2018-19 school year on Dec. 21, 2018
108.12.13 108 學年度第 1 學期學生事務會議修正通過
Amended by the Student Affairs Council in the fall semester of the 2019-20 school year on Dec. 13, 2019
110.12.17 110 學年度第 1 學期學生事務會議修正通過
Amended by the Student Affairs Council in the fall semester of the 2021-22 school year on Dec. 17, 2021
113.12.20 113 學年度第 1 學期學生事務會議修正通過
Amended by the Student Affairs Council in the fall semester of the 2024-25 school year on Dec. 20, 2024

- 一、國立成功大學（下稱本校）為辦理學生宿舍寒暑假住宿事宜，依據本校學生宿舍管理規則第六條規定，訂定本要點。
 - I. These Directions are established by National Cheng Kung University (NCKU) to administer student dormitory accommodation during the summer and winter break periods in accordance with Article 6 of National Cheng Kung University Student Dormitory Regulations.
- 二、本要點所稱寒暑假住宿期間，以本校行事曆為原則。但學生事務處住宿服務組（下稱本組）得視情形調整公告之。
 - II. The summer and winter break periods referred to in these Directions are scheduled in the NCKU academic calendar. However, the Housing Service Division under the Office of

Students Affairs (hereafter the Division) may have the schedule adjusted and publicized as necessary.

三、本校學生符合下列情形之一，得提出寒暑假住宿之申請，但不包括來校交換生與學士班新生：

III. NCKU students, excluding inbound exchange students and incoming undergraduate students, may apply for dorm accommodation during the summer and winter break periods under one of the following circumstances:

(一) 具有次一學期床位者（含研究所新生）。

(I) Students (including incoming graduate students) who are granted dorm accommodation for the following semester.

(二) 具有當學期床位而無次一學期床位者（含應屆畢業生）。

(II) Current resident students (including graduating students in the current year) who are not granted dorm accommodation for the following semester.

(三) 未具當學期及次一學期床位者。

(III) Students who are not granted dorm accommodation for the current and following semesters.

四、申請手續如下：

IV. Application procedures are as follows:

(一) 寒假住宿：

(I) Winter break accommodation:

1. 住宿生：寒假住宿逕含學年住宿中，不須另行申請，住宿費用另計。寒假無住宿需求者，應依公告期限及方式，向本組提出申請取消寒假住宿。

1. Resident students:

Those who are granted dorm accommodation for an academic year (both fall and spring semesters) are eligible to reside in the dorm for winter break without an additional application. The accommodation fee for winter break shall be paid according to the relevant regulations. Students who do not need to reside in the dorm for winter break should apply to the Division in accordance with relevant instructions by the designated deadline, as specified in the public notice, to cancel the accommodation.

2. 非住宿生：依公告說明向本組提出申請，由本組依床位狀況決定准否。

2. Non-resident students:

Students may apply for accommodation in accordance with the instructions specified in the public notice. The Division shall decide whether to approve the application based on bed availability.

(二) 暑假住宿：

(II) Summer break accommodation:

1. 住宿生：依公告期限及方式，向本組提出申請，經本組核可後安排床位。

1. Resident students:

NCKU students may apply for accommodation to the Division in accordance with the instructions by the designated deadline specified in the public notice. The application shall be approved for bed assignment by the Division.

2. 非住宿生：依公告說明向本組提出申請，由本組依床位狀況決定准否。

2. Non-resident students:

Students may apply for accommodation in accordance with the instructions specified in the public notice. The Division shall decide whether to approve the application based on bed availability.

五、寒暑假住宿床位之安排，依下列方式辦理。但本組得視情形，調整住宿棟別、寢室或床位：

V. Bed assignments for accommodation during the winter and summer break periods shall be administered in the following ways. However, the Division is entitled to make necessary adjustments to its dormitory building, bedroom or bed assignments according to overall accommodation status.

(一) 住宿棟別：

(I) Dormitory building assignment:

1. 住宿生：以安排原住宿棟別與集中住宿為原則。

1. Resident students: In principle, resident students should be assigned to beds in the original dormitory building or in a designated dormitory building for a concentrated accommodation.

2. 非住宿生：由本組視床位狀況安排。

2. Non-resident students: Applicants shall be assigned by the Division to bed spaces based on bed availability.

(二) 寢室：單一寢室安排人數以滿房為原則。

(II) Bedroom assignment: Applicants shall be assigned to a single bedroom to its full capacity.

六、寒暑假住宿人員應遵守本校學生宿舍管理規則，如有違規，得按其情節之輕重，依本校學生獎懲要點規定辦理。

VI. Those residing in the dorm for winter or summer break should observe NCKU Student Dormitory Regulations. Violations shall be handled in terms of severity in accordance with NCKU Directions for Student Rewards and Penalties.

七、寒暑假住宿人員於住宿期間，因故意或過失，遺失、毀棄、損壞宿舍公物、設備及設施，或致令不堪使用者，應照價賠償。

VII. Dorm residents who lose, destroy, or damage any public property, facility or equipment, or cause any items to be unusable, deliberately or carelessly, during the winter or summer break period, shall pay compensation on the basis of the current repair/ replacement cost.

八、寒暑假住宿之入住、離宿與跨期別轉換搬遷等手續之辦理時間，依本組公告為準。但有特殊狀況欲提前入住或延長住宿者，得依本校學生宿舍短期住宿要點規定提出申請，經本組核可後，始得提前入住或延長住宿。

VIII. The procedures for admission, departure, and inter-semester dorm transfer for accommodation during the winter or summer break period shall be administered according to the designated schedule publicized by the Division. However, under special circumstances, students may apply for early admission or extended stay in accordance with NCKU Directions for Short-term Dormitory Accommodation. Students shall not be allowed early admission or extended stay until after the application receives approval by the Division.

九、未經核准擅自進住或不按指定床位進住者，除飭其立即遷出外，並得視違反情節輕重，依相關規定予以議處。

IX. Anyone who moves in without approval or authorization or who does not reside in the assigned bedroom shall be ordered to depart from the dormitory immediately. Meanwhile, violations shall be handled in terms of severity according to relevant regulations.

十、受勒令退宿處分者，已繳納之住宿費，不予退還。

X. Those who are disciplined with an ordered departure from the dormitory will not receive any refund of the accommodation fee they have paid.

十一、寒暑假宿舍住宿費收費標準如下：

XI. The fees for accommodation during the winter and summer break periods are as follows:

(一) 寒假住宿費:以各宿舍學期住宿費十八分之四計算，四捨五入至十位數。

(I) Winter break: A total amount equal to four eighteenths of the full accommodation fee, with the number rounded to the nearest ten, for each semester.

(二) 暑假住宿費:以各宿舍學期住宿費十八分之八計算，四捨五入至十位數。

(II) Summer break: A total amount equal to eight eighteenths of the full accommodation fee, with the number rounded to the nearest ten, for each semester.

(三) 依本校學生宿舍短期住宿要點申請提前入住或延長住宿經核可者，提前入住或延長住宿期間之費用，另依本校學生宿舍短期住宿要點計收。

(III) Those who receive approval for early admission or extended stay in accordance with NCKU Directions for Short-Term Accommodation shall be charged for accommodation according to NCKU Directions for Short-Term Accommodation.

(四) 住宿期間自行申請退宿者，其費用依本校學生宿舍短期住宿要點規定以日計收，經核算後如有剩餘費用，得予退還。

(IV) Those who complete an application for early withdrawal shall be charged on a daily basis for accommodation in accordance with NCKU Directions for Short-Term Dormitory Accommodation. As a result of calculation, the remaining balance from the originally-paid accommodation fee shall be refunded.

(五) 住宿期間之電費，另計之。

(V) Electricity fee shall be additionally charged.

十二、寒暑假住宿人員於住宿期間，應接受宿舍管理相關人員之管理、不定期訪視及定期普查。

XII. During the winter and summer break periods, residents should cooperate with relevant dormitory management personnel to facilitate their dorm management, periodical bedroom inspections, and regular censuses.

十三、本要點經學生事務會議通過後實施，修正時亦同。

XIII. These Directions shall be approved by the Student Affairs Council before taking effect. Amendments shall be processed accordingly.

*本要點中英對譯如有差異，以中文文意為主。

** These regulations were translated from the original Chinese. In the event of any discrepancy between the two versions, the Chinese always takes precedence.*