

CYCU Dormitory Management

Passed by Meeting of Student Affairs at 1st semester in the school year of 2023 on December 20, 2023

One. General Provisions

- Article 1 In order to enable boarders to reflect the goals of self-discipline and moral and social life education, Chung Yuan Christian University (“CYCU”) hereby establishes the “CYCU Enforcement Rules of Dormitory Life Management” (hereinafter referred to as the “Enforcement Rules”) in accordance with the “CYCU Regulations Governing Management of the Student Dormitory.”
- Article 2 The provisions herein aim to enable student dormitory management and counseling work to become perfect as much as possible, maintain dormitory safety and improve the quality of dormitory life.
- Article 3 The Enforcement Rules refer to regulations established through promotion and implementation of the dormitory supervisor and Dormitory Service Committee, under the supervision of the Student Housing Service Division of the Office of Student Affairs.
- Article 4 Reward and punishment of boarders shall be proposed by the dormitory supervisor to the Office of Student Affairs in accordance with the “CYCU Student Rewards and Disciplinary Regulations.”
- Article 5 Various dormitory service committees may establish respective dormitory conventions in accordance with the Enforcement Rules separately. The conventions shall be promulgated and enforced upon verification and approval of the meeting of the Student Housing Service Division. Boarders shall comply with the provisions herein and life conventions formulated by various dormitories, in order to jointly build a high-quality dormitory life environment.

Two. Dormitory service

- Article 6 Should boarders have any suggestion about improving dormitory public affairs, they may reflect the same to the various dormitory service committees or dormitory supervisors.
- Article 7 Each dormitory is equipped with duty room information desk personnel served by a dormitory service committee member or student worker trained by the dormitory service committee.
- Article 8 The duty room’s service hours are determined subject to the public notice made by the various dormitories, and published separately subject to each dormitory’s need during the winter (summer) vacation.
- Article 9 Each dormitory’s duty room provides boarders with services with respect to the application for maintenance of facilities, preliminary resolution and reporting of

any emergencies, loan of spare keys and equipment, communication of school notifications and any public announcements about the dormitory.

Three. Safety regulations

Article 10 In order to maintain dormitory life quality, the dormitory's "quiet hours" are from 8:30 pm to 6:00 am. The dormitory lights are turned off at 12:00 am every night. Any activities disturbing the peace of others' are prohibited. Please also control the volume of your voice in order to avoid disturbing others.

Article 11 The dormitory's night safety maintenance hours are from 12:00 am to 6:00 am every night:

- I. Access to the dormitory is allowed based on the dormitory card, and persons accessing the dormitory shall enter their signatures and state the reasons.
- II. The entry and exit record is posted on the homepage of the Student Housing Service Division of the Office of Student Affairs, but only displays the student ID.
- III. Actions taken from Mondays to Thursdays (exclusive of holidays) are stated as following:
 - (I) The entries and exits are summed up. Each boarder shall enter/exit the dormitory no more than eight times (exclusive) (one entry and one exit are counted as two times) in total per month.
 - (II) The dormitory implements a roll call at night. The time and method of the roll call are promulgated and implemented by various dormitory service committees. Boarders shall accept the roll call at least eight times (inclusive) per month.
 - (III) Those who wish to stay out overnight shall apply for leave first and then complete registration online. The relevant procedures are determined subject to announcements by the various dormitories. However, the application for staying out constitutes a failure to take roll call.
 - (IV) If the number of entries or exits exceeds the limit or the nighttime roll call fails to meet the requirement, the department military instructor or dormitory supervisor will assist and care the relevant boarders, and the boarders shall act in response to the assistance and caring.
- IV. No roll call will be implemented and no entries/exits during the night safety maintenance hours will be counted, provided that the boarders shall enter their signatures and state reasons (any violation will result in a deduction of 5 points), and the application for stay out, if any, may be waived, from Fridays to Sundays.

Article 12 Any boarder who is injured or suffers from a notifiable infectious disease shall not

go back to the dormitory until they go through appropriate treatment.

Four. Point deduction and cancellation of point deduction

Article 13 In order to maintain dormitory safety and order, the current 19 violations subject to point deduction are stated as following:

Item No.	Matters for the loss of points	Loss of points
I	Failing to comply with visitor requirements by bringing any persons of the opposite sex into the dormitory or allowing any person other than a boarder to stay overnight, if found to be true.	20
II	Depositing any contraband, flammable, or hazardous goods or dangerous items in the dormitory;	20
III	Misappropriating (using) another person's belongings without permission;	10
IV	Receiving proper advice from teachers and dormitory service committee members due to violations of the Enforcement Rules, but failing to rectify the misconduct or engaging in acts of violence or insulting words and deeds.	10
V	Using electric appliances banned in the rules (exclusive of electric fans and hair dryers) or cooking privately in bedrooms;	10
VI	Engaging in political or business activities in the dormitory without permission;	10
VII	Affecting dormitory safety due to personal behavior (including entry to the top floor of the dormitory area without permission, and climbing on the walls or doors and windows);	10
VIII	Taking pictures, recording, videotaping, broadcasting or distributing contents related to other boarders' activities in the dormitory without justified reasons, and thereby infringing 'on their privacy;	10
IX	Failing to attend any assemblies or publicity activities (including dormitory life safety seminars, and earthquake and disaster prevention) without justified reasons;	5
X	Failing to enter/exit the dormitory during the night safety maintenance hours in accordance with Article 11 herein;	5
XI	Interrupting the group cleanliness or public health (including failing to clean the public areas as required, failing to classify or dispose of litter as required, and failing to pass the inspection and re-examination on cleaning);	5
XII	Asking another person to conduct the roll call on their behalf or conducting the same under a false name;	5
XIII	Raising animals in the dormitory;	5
XIV	Failing to park vehicles as required (automobiles, motorcycles, and bicycles);	5

XV	Making noise, quarreling, or making loud audio sounds in the dormitory, thereby interfering with the daily life of the other boarders, and failing to rectify the misconduct after being advised (the punishment will be doubled, in the case of quiet hours or exam week);	2
XVI	Using in violation of rules, or damaging, public property and equipment (any damage is to be compensated at the same price, and punishment imposed in accordance with the school rules if the case is considered material);	2
XVII	Dumping garbage, shoes, or miscellaneous goods in the public areas or pathways outside the bedroom without permission;	2
XVIII	Failing to apply for leave before staying out (deduction of 2 points per day);	2
XIX	Failing to report the loss of a student ID card, temporary access card, or bedroom key immediately and thereby causing a safety issue;	2
Remarks	<p>1. Where it is necessary for the dormitory management (dormitory supervisors or dormitory committee members) and equipment maintenance personnel (maintenance workers) to enter the bedroom to conduct inspection or repairing work, boarders shall work with them.</p> <p>2. Definitions of contraband in the dormitory: Including any kind of lethal weapons and various narcotics that are expressly prohibited by law.</p>	

Article 14 Those with a record of points deduction for violation of the dormitory rules may register for hours with the duty room within two weeks upon publication of the point deduction to serve as the “dormitory volunteer worker.” Each service hour may offset two deducted points, provided that the offset is applicable to points deducted in the current semester only.

Article 15 Boarders who meet the following circumstances shall be disqualified from the lots drawing (including eligibility as winner):

- I. Those who have violated dormitory regulations during a semester and received one warning according to the Regulations Governing Management of the Student Dormitory.
- II. Those with the record of more than 10 (inclusive) points deduction for misconduct failing to cancel the deducted points.

Article 16 Those who accumulate more than 20 points (inclusive) deduction for misconduct shall register cancelation of the points deduction within one week and reduce the deduction to 19 points within two weeks. Violators will be ordered to vacate the dormitory with no refund (including accommodation expenses, dormitory deposits and air conditioning electricity bill).

Five. Reward of bonus points

- Article 17 The dormitory supervisor may propose a list of boarders who engage in the following activities for the reward of bonus points (ten points constitute a full mark per item). The points accumulated by a boarder can help them apply for admission to the dormitory as a priority via competition when they are on the waiting list for admission to the dormitory in the following semester.
- I. Maintain the dormitory regulations, as proven by specific facts.
 - II. Return another person's money found on the dormitory premises.
 - III. Accompany or assist any boarder in seeking medical treatment.
 - IV. Help any injured boarder who has inconvenience in daily life or attending classes.
 - V. Apply for serving as the "dormitory volunteer worker" for more than 30 hours (including opening and closing the dormitory doors).
 - VI. With special talent and performance that promote the dormitory's fine-quality culture worthy of commendation.

Six. Major violations

- Article 18 Boarders who are proven to commit the following major violations during their accommodation shall be ordered to vacate the dormitory with no refund (including accommodation expenses, dormitory deposits and air conditioning electricity bill), per the resolution rendered in accordance with the Student Rewards and Disciplinary Regulations and Regulations Governing Management of the Student Dormitory.
- I. Theft and illegal access to the Internet in the dormitory which is considered serious and proven upon investigation.
 - II. Sexual harassment, bullying, or sneaking a photo into the dormitory which is considered serious and proven upon investigation.
 - III. Abuse of drugs, smoking, excessive drink, gambling, fighting, or hurting others in the dormitory which is proven upon investigation.

Seven. Bylaw

- Article 19 Points deduction and award of bonus points for violations of the dormitory rules is displayed in the E-portal for students. Please log in using the login name (student ID) and password, click on personal information [comprehensive personal information] accommodation information for the search.

- Article 20 The Enforcement Rules are passed by the Meeting of Student Affairs and shall be promulgated and enforced by the President. The same shall apply where the Enforcement Rules are amended.