

CYCU Regulations Governing Management of the Student Dormitory

June 26, 1996 Amended at 3rd Meeting of Student Affairs in the school year of 1995
May 29, 1998 Amended at 1st Meeting of Student Affairs on the school year of 1997
May 28, 1999 Amended at 1st Meeting of Student Affairs in the school year of 1998
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June 7, 2017 Amended at the Meeting of Student Affairs in the school year of 2016
January 18, 2018 Amended at the Meeting of Student Affairs during the 1st semester in the school year
of 2017
June 5, 2019 Amended at the Meeting of Student Affairs during the 2nd semester in the school year of
2018
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2020
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year of 2021
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Article 1 The Regulations Governing Management of the Student Dormitory are established by Chung Yuan Christian University (CYCU) in order to improve the quality of student dormitories', maintain 'peace and cleanliness, establish a fair study environment and living environment, and be in line with the implementation of the performance assessment on dormitory management and counseling.

Article 2 The Student Housing Service Division of the Office of Student Affairs shall be responsible for managing student dormitories, providing counseling services about dormitory student' life, processing and reviewing student' applications for dormitory accommodations and allocating accommodations, guiding boarders in founding a Student Dormitory Service Committee, and helping to carry out management and counseling services for the student dormitory.

The Articles of Association for the Student Dormitory Service Committee shall be established separately.

Article 3 Requirements for application for dormitory accommodation:

- I. Freshmen may apply for dormitory accommodation as a priority at the time of admission.
- II. Sophomores and above, as well as graduate students, may apply for dormitory accommodation for the next school year in March of each year.
- III. New graduate students and transfer students may apply for dormitory accommodation with the dormitory supervisor directly upon registration.

Article 4 The application for dormitory accommodation shall be approved in the following order:

- I. Students holding a disability card and students from low-income families or middle-low-income families.
- II. All those on the Student Dormitory Service Committee who pass the performance assessment.
- III. School team members and athletic students who are performing well and are recommended by the Office of Physical Education of CYCU.
- IV. Freshman applicants shall be allocated dormitory accommodation according to the distance from the school of their registered residence (before confirmation of acceptance).
- V. Offshore students
- VI. With special circumstances passed by evaluation and approved by the Dean of Student Affairs.
- VII. Household registration on an offshore island for more two years before admission (household certificate is required).
- VIII. For sophomore or above applicants (including students in master's programs or doctoral programs), dormitory accommodation shall be allocated based on the results of an online random drawing.
- IX. Deferral students.
- X. Students in in-service master's programs.

Article 5 Other than dormitory students, no person is allowed to enter the dormitory or reside in the dormitory.

Article 6 Applicants whose applications are approved shall move into the dormitory within one week after the dormitory opens. An applicant's failure to do so shall constitute their waiver to the dormitory accommodation, and punishment shall be imposed. If it is impossible for an applicant to move into the dormitory within said time limit due to force majeure, it shall be treated as a special case.

Article 7 Dormitory students are not allowed to transfer their dormitory bedrooms to any other student or switch the same privately after the dormitory bedrooms are decided. Those who fail to comply with this requirement shall be evicted from the accommodation and receive the relevant punishment.

Article 8 Application for vacating the dormitory and related punishment:

- I. Upon receipt of approval, students may reside in the dormitory for one school year (1st semester and 2nd semester) only and are not allowed to apply for vacating the dormitory or for a refund of payment in the middle of the school year (unless they suffer from some known illness).
- II. Students who vacate the dormitory privately in the middle of the school year shall receive the relevant punishment and be prohibited from claiming a refund of payment and applying for dormitory accommodation again.
- III. Any students who affect the safety, peace, and health of the dormitory severely due to personal factors and interrupt the daily routines of other dormitory shall vacate the dormitory and be prohibited from applying for the dormitory again.
- IV. Any students who receive one (1) reprimand for breach of the dormitory rules during any semester shall be disqualified from applying for the dormitory.

Those who receive two (2) reprimands or more shall be ordered to vacate the dormitory if necessary.

- V. No punishment will be imposed on freshmen who apply to vacate the dormitory during the adaption period (one (1) month from the date of term identified in the calendar), and they will receive a refund of 2/3 of the accommodation expenses already paid.

Article 9 Students who are allowed to reside in the dormitory during summer and winter vacations shall be re-allocated the dormitory bedrooms and shall move into the dormitory as scheduled.

Article 10 Boarders shall clean their bedrooms and public areas and hand over any public property in their bedrooms to the Student Dormitory Service Committee when moving out of the dormitory.

Article 11 When any public property of the dormitory becomes unusable, the user or room leader (floor commissioner) shall complete a written application form for repair and maintenance, and the old property shall be given to the General Service Section of the Office of General Affairs via the dormitory for handling. Where public property is damaged due to misuse, the damage shall be borne personally. Where the damage is caused by all roommates' misuse, the damage shall be borne by all the roommates.

Article 12 All bedroom roommates shall elect one from among them to act as room leader to be responsible for managing the bedroom. The bedroom and public areas shall be cleaned up by all roommates in turn. The relevant shift schedule shall be delivered to the dormitory supervisor for recording.

Article 13 A dormitory's cleanliness shall be evaluated by the Student Dormitory Service Committee. Selected by evaluation, excellent and poor bedrooms will receive the relevant reward and punishment.

Article 14 In order to maintain dormitory safety and improve the quality of dormitory life, the Student Housing Service Division of the Office of Student Affairs shall establish the Enforcement Rules of Dormitory Life Management, which shall be enforced upon promulgation by the President after passing the Meeting of Student Affairs.

Article 15 Upon approval of the Meeting of Student Affairs, the Regulations shall be promulgated by the President and enforced. The same shall apply where the Regulations are amended.