

## 長榮大學

## 學年度學生住宿申請暨同意切結書

CJCU Academic year Student Accommodation Application And Affidavit

學制 Educational System	<input type="checkbox"/> 日間部 <input type="checkbox"/> 碩博士班 <input type="checkbox"/> 進修學士班 <input type="checkbox"/> 轉學生 <input type="checkbox"/> 其他_____					
	Daytime Master course Transfer Student Other					
班級 Class	學號 IC/Student IC	姓名 Name	PHOTO  (2 INCH)			
性別 Gender	<input type="checkbox"/> 男 <input type="checkbox"/> 女	電話(家) Phone(H)				手機 Phone(M)
寢室號碼 Bedroom	家長姓名 Parent Name	家長手機 Parent Phone(M)				
地址 Address						

## 同意切結書內容

## Affidavit Content

- 一、本同意切結書視同租約，申請住宿時務必詳閱內容並同意遵守(請擇要告知家長，未滿20歲者應請監護人簽章)。
- 二、為維護住宿生團體生活權益，有自傷傷人之虞或危害宿舍安全者，不宜住宿。
- 三、租賃期間：  
(一)租約以二學期為單位(開學前2天進住為原則)。  
(二)寒暑假為宿舍維修期間，申請寒暑假住宿者需依「長榮大學學生宿舍寒暑假住宿收費管理須知」辦理。
- 四、宿舍費收退費：  
(一)住宿費分兩期繳納，上學期9-1月；下學期2-6月，入住前需繳交住宿保證金3,000元。未繳者，下學年不得登記宿舍。  
(二)住宿期間中途退租者，預繳之租金依本校之「休、退學退費作業規定」辦理。(學期第一週至第六週退宿者，退租金三分之二；學期第七週至第十二週退宿者，退租金三分之一；學期第十三週(含)以後退宿者，不予退租金)。  
(三)除休學、退學、轉學或因重病、中途退宿自行尋覓人員頂替床位等因素退還住宿保證金外，凡未能如期繳交租金者，或租期未滿中途退宿者，住宿保證金皆不退還。  
(四)住宿期滿退宿時，住宿保證金扣除宿舍公物非自然之損害、離舍時未清理乾淨之清潔費、鑰匙或宿舍借用物品未繳回之賠償費用後，無息退還。
- 五、進、退宿：  
(一)住宿生於繳清當期住宿費及住宿保證金後，即可按分配床位進住，住宿期滿或辦理休、退、轉學應即辦理退宿；寢室、床位未經核准不得擅自進住、退宿、頂讓、遷移、調換或變更。住宿期間因管理需要進行寢室調整或合併時，住宿生應配合辦理，不得異議。  
(二)住宿期限屆滿，住宿生應完成寢室清潔、復原及退宿手續，交還鑰匙、宿舍借用物品，各項設施(備)除正常耗損及折舊外，凡因使用不當或人為損壞應負賠償責任。  
(三)退宿時應將寢室清理乾淨、物歸原位，若有遺留雜物，離舍時未依規定清理乾淨，扣除住宿保證金500元，並同意由校方以廢棄物逕行處理，住宿生不得異議。  
(四)畢業、退學、休學、其他理由中途退宿之住宿生，須於完成相關手續後七日內遷出宿舍，並接受相關人員檢查房間清潔及設備，若設備不當損害，照價賠償。
- 六、宿舍設有刷卡裝置者，應自行刷卡進出，除學校所規定之進、退宿時間外，不得帶異性、親友或非本宿舍住宿人員進入宿舍或留宿，如須會客，一律於大廳會客或先向管理員登記後，方得進入寢室區(惟限同性)。
- 七、寢室維修時，若因事不克親自陪修，同意由維修人員逕行維修，提醒同學，貴重財物不要留在寢室內，或應放進衣櫃並且鎖上。
- 八、宿舍寢室、床位之分配由承辦單位安排。為使房間床位有合理充分之使用或或其它特殊狀況，承辦單位得依實際情況調整寢室、床位、床鋪。
- 九、宿舍幹部代表學校執行職務，住宿生應予尊重及合作。
- 十、住宿生於宿舍抽菸者第一次記小過，第二次勒令退宿。上述抽菸者在校期間不得再申請登記住宿。
- 十一、住宿生需配合參加住宿生安全相關事項活動；若遇有特殊狀況，住宿生需配合讓教官、宿舍管理員、幹部或其他相關人員進入寢室實施安全檢查。
- 十二、凡住宿生應遵守輔導組網頁的宿舍管理辦法，以維護宿舍安寧與建立優良讀書學習環境。
- 十三、其餘相關規定悉依校規、學生宿舍管理辦法辦理。
- 十四、因學生宿舍採自主性、團體生活作息，如患有需他人協助照料者，申請時應謹慎決定並誠實告知，如刻意隱瞞事實、違反宿舍管理辦法、宿舍生活公約等相關規定及以上同意書條文者，均依學生獎懲辦法處理及相關規則辦理。
- 十五、上述規定，請詳細閱讀並同意後，再行簽章，避免日後爭議。
- 十七、注意事項與說明：  
(一)填寫本申請表的辦理相關申請作業時，視同您已同意本校蒐集、處理、利用您的個人資料；本表蒐集之個人資料，僅限於特定目的使用，非經當事人同意，絕不轉做其他用途，並遵循本校資料保存與安全控管規定辦理。相關之告知事項請參閱本校網站 <http://www.cjcu.edu.tw/pims>  
(二)本校個人資料保護連絡方式：台南市歸仁區長大路1號；電話：06-2785123#1022；信箱：[pims@mail.cjcu.edu.tw](mailto:pims@mail.cjcu.edu.tw)

立同意書人簽名：\_\_\_\_\_ 日期：\_\_\_\_\_年\_\_\_\_\_月\_\_\_\_\_日

監護人簽章：有\_\_\_\_\_；無，因監護人無法簽章，本人已轉告家長，以示負責。

**1. Agree the affidavit content as lease, read those content when apply for the stay (Parents sign are needed for applicant under 20 years old).**

2. When in lease :

- (1) The lease is maintain for two semesters (2 day before the semesters start) .
- (2) The dorm is under Service during the Summer holidays .

3. Dorm Fees :

- (1) The fees is device into two semesters . The first Semester start form September until January ; Second Semester is from February Until May . 3000NT Recognizance is needed for the first Semester.

**(2) Surrender is not available to get back all the deposit .**

- (3) Deposit is not refund to the surrender in any reason, except absent , quiet or transfer from the school .
- (4) When lease is expired , deposit will refund after deducted the responsible fees .

4. Check- IN and Out :

- (1) Accommodation shall be born after the payment of accommodation and accommodation security deposit, you can enter the bed by the distribution, the accommodation expires or for Hugh, back, transfer shall apply for the termination; without approval shall not be admitted into, Let or change the bed. Accommodation during the management needs of the bedroom adjustment or merger, accommodation students should be handled in harmony, no objection.

- (2) In addition to the normal wear and tear and depreciation, the dormitory shall be liable for any damage caused by improper use or man-made damage. .

- (3) The dormitory should be cleaned, the property returned to the original place, if left over from the debris, not according to the provisions of the clean-up, after deducting accommodation deposit 500 NT, and agreed to waste by the school line to deal with, accommodation students shall object.

- 5. In the dormitory with swipe card device, they should come in and out of the dormitory or stay in the dormitory, unless they are required to enter or leave the room as stipulated by the school. Or first registered with the administrator, the parties have to enter the bedroom area (but only same-sex).

- 6. Bedroom maintenance, if not personally accompany the repair, agreed to by the maintenance staff on-line maintenance, to remind the students, not to stay in the bedroom valuables, or should be put into the closet and lock .

- 7. The dormitory bedroom, the distribution of beds arranged by the organizer. In order to make the room bed has a reasonable and adequate use, the contractor may be adjusted according to the actual situation bedroom, bed, bed. Bedroom, bed without approval, shall not be allowed to migrate, exchange or change .

- 8. Violation of the dormitory management, living quarters and other relevant provisions of the provisions of the above consent and are in accordance with student rewards and punishments and the relevant rules .

- 9. Dormitory cadres on behalf of the school to perform their duties, students should be respected and cooperation .

**10. Stay in the dormitory for the first time a small smoker, the second ordered to retire. These smokers may not apply for lodging when they are in school.**

- 11. In the event of special circumstances, accommodation students must meet with the instructor, dormitory administrators, cadres or other relevant personnel to enter the bedroom to implement security checks. .

- 12. Where accommodation students should take the initiative to refer to and adhere to the Health and Social Services Group web site dormitory management practices to maintain the tranquility of the dormitory and the establishment of an excellent reading and learning environment .

- 13. The rest of the relevant provisions of the school rules, student dormitory management approach.

- 14. In order to protect the rights and interests of the boarding students, if they are not suitable to live in dormitories by a physician (or expert), they may be injured or hurt others' lives. Please do not apply for accommodation. .

- 15. Due to the autonomy of the students living quarters of the group life and rest, such as suffering from someone else to help care, application should be carefully decided and honestly informed, such as deliberately conceal the fact that affect the safety of students, please yourself .

- 16. The above requirements, please read. And agreed to re-signature, to avoid future disputes .

17. The Notice:

- (1) The applicant is agree with his/her personal information to be collected, processed, and used as good as possible. Without the agreement, we will not use it for other purposes and even keep your personal information protected. Please look up for the related notice in this website: <http://www.cjcu.edu.tw/pims>

- (2) Contact us: No.1 Changda Rd. Gueiren Dist. Tainan Ct. ; Telp. 06-2785123 Ext. 1022; Em@il : pims@mail.cjcu.edu.tw

Signature of consenting person : \_\_\_\_\_ Date : \_\_\_\_\_Y \_\_\_\_\_M \_\_\_\_\_D

Signature of guardian : Y \_\_\_\_\_ ; N , Reported to parents by Student