

Winter Vacation Housing Announcement

1. Winter Housing Period

The winter vacation housing period for this academic year is **December 28 – February 20**.

★ **For students who will *not* stay in the dormitory for the 114-2 semester:**

- You must apply to withdraw your 114-2 housing qualification **before December 15** (see official website).
- You may only apply to stay until **February 5**.
- You must complete the check-out process **by 16:00 on February 6**.

2. Chengpu Hall, Hongyi Hall, Taoyuan Dorm, Lánzhuāng Dorm (Female Dormitory/Graduate Dormitory)

- Residents will remain in their original **114-1 semester rooms**.
- Students **not applying for winter housing** must complete **114-1 semester check-out** in accordance with end-of-semester regulations.

3. Wuben Hall & Zhiyong Hall Winter Housing Arrangements (Male Dormitory)

Due to the bed replacement project in Zhiyong Hall and safety management requirements:

- Students not applying for winter housing must **fully vacate their rooms**.
- **Zhiyong Hall will be closed** for the winter housing period.
- Winter housing will be **centralized in Wuben Hall**.
- Rooms will be **assigned by the Dormitory Services Section**.
- Items left behind will be treated as discarded property.

Moving Schedule:

- **Original 114-1 room → Winter centralized room:**
Dec. 29 – Dec. 31, 09:00–16:00
- **Winter centralized room → 114-2 semester room:**
Feb. 11 – Feb. 12, 09:00–16:00

4. Application Procedures

1. Download the Application Form

Visit the Dormitory Services website:

Latest News → Dormitory Life → Winter/Summer Housing Application → Winter Housing Application Form.

Read the instructions carefully and complete the form.

2. Application Period

Dec. 8 – Dec. 18, before 15:00

Submit the form to the **Dormitory Service Center (Men's Dorm 1, 1F)** or the **Dormitory Services Section**.

Once approved, a housing payment slip will be issued.

3. Payment Deadline

Before Dec. 18, Monday–Friday, 09:00–16:00

Make payment at the **Cashier Section, 1F, Administration Building**.

Late applications or payments will incur a **NT\$100 administrative fee**.

Each student may apply **once only**, and the stay must be **continuous**.

4. Check-In Procedure

Upon move-in, bring the payment receipt to the Service Center and **sign the winter housing check-in roster**.

5. Late Check-Out Policy

Students who check out late will be charged additional winter housing fees based on the number of overdue days.

A new payment slip must be issued and paid at the Cashier Section **on the same day** before completing check-out.

6. Graduate Dorm – Small Refrigerators

- Graduate dorm residents must **reapply and pay** to use a small refrigerator during the winter break.
- Refrigerators **may not** be stored in rooms without application and payment.