

National Chi Nan University Student Dormitory Convention and Key Points for Handling Violations

1. To maintain peace and safety in student dormitories, the National Chi Nan University Student Dormitory Convention and Key Points for Handling Violations (hereinafter referred to as 'these key points') have been drafted. Until these key points are amended and approved for the next academic year, the regulations from the previous academic year will continue to be in effect.
2. When non-resident students of this school violate the rules, the matter is handled by the Student Security & Assistance Center according to the school regulations. When individuals from outside the school commit violations, the matter is handled by the police authorities.
Anyone who violates these key points will face consequences such as being asked to leave the dormitory or receive demerit points, depending on the specific incident. In cases of serious infractions, further action will be taken according to school regulations.
Personnel responsible for enforcing these rules include the residential services staff and dormitory leaders.
3. Within the first two weeks after the start of each semester is the advocacy period (excluding items **1 to 5, 19** of point 6 of these key points). During this period, residential services staff and dormitory leaders will issue advisory notes in case of violations. After two weeks, in the event of violations, demerit points will be directly issued.
If any of items **1 to 5, 19** of point 6 of these key points are violated, or if a total of 15 points are accumulated, the violator will be ordered to leave the dormitory without a refund and must complete the Leaving Procedures within 2 weeks.
4. From the date of the sanction, the points recorded should be offset by completing a certain number of hours of dormitory service within one month (this does not apply to items **1 to 5, 19** of point 6 of these key points). If not completed within this period, the points cannot be offset, and the individual must complete the dormitory Leaving Procedures within 2 weeks.
After successfully offsetting dormitory service hours for violations totaling 9 points or fewer, these points will not be recorded.
If a student with a guaranteed bed space violates the dormitory convention and accumulates more than 10 points, their priority reservation rights for a bed in the next academic year will be revoked.
5. Violators of these key points who cause serious consequences shall bear criminal and civil liability for compensation.
6. The standards for demerit points related to violations in student dormitories are as follows:

Number	Convention Content	Points
1.	Cooking in areas other than the designated cooking areas, burning items, barbecuing, setting off fireworks, and storing prohibited items.	-15
2.	Engaging in unruly behavior such as drinking, causing disturbances, gambling, smoking, etc., in dormitory areas or public areas (including rooftops, atriums, lounges, etc.), or any situation that endangers the safety of residents or poses environmental hazards.	-15
3.	Stealing or occupying public facilities or the private property of residents, as confirmed upon investigation. In addition to demerit points for this violation, those involved are not allowed to participate in the dormitory bed lottery during the semester and their residency qualification is revoked. In severe cases, the matter will be reported to the police.	-15

4.	<p>Unauthorized transfer of bed spaces, or non-resident students staying overnight in dormitory rooms without the consent of the residential services team.</p> <p>Those who stay without permission must pay the Accommodation Fee (the fee is charged daily based on the actual overnight stay and dormitory category).</p> <p>In addition to the demerit points for this violation, repeat offenders or those who do so intentionally will receive a minor demerit.</p>	-15
5.	<p>Staying overnight or bringing guests of the opposite sex or off-campus visitors into dormitory areas other than the common lounge.</p> <p>Allowing non-resident students of that dormitory to stay overnight from 11 PM to 8 AM the following day.</p> <p>Persons of the opposite sex entering dormitory areas other than the common lounge.</p> <p>The area of the common lounge includes the public area from the dormitory entrance to the main lounge on the first floor.</p> <p>If there are special reasons, apply for an exception according to the regulations.</p>	-15
6.	<p>Unauthorized alteration of the original facilities in the dormitory area, resulting in damage or loss of public property (including dormitory door locks and keys); or improper use of public facilities (such as microwave ovens, washing machines, food waste disposers, etc.).</p> <p>Violation of the above regulations will not only result in deduction of points but also requires compensation at the original price.</p>	-10
7.	<p>Climbing walls, doors, and windows in the dormitory area and other dangerous behaviors.</p>	-10
8.	<p>In the dormitory, only desk lamps, hair dryers, electric fans, electric shavers, computer peripherals, chargers, and cooking appliances with a power rating of 600W or below (which must be used in the designated cooking area) and appliances provided by the school are allowed. The use of induction cookers, microwaves, cartridge stoves, or other open flame heating devices, non-cooking appliances, electric soup spoons, and any appliances not provided by the school or approved upon application (graduate students should apply each semester or during summer and winter breaks for permission to keep a mini-fridge in their room, while undergraduate dorms prohibit the use of mini-fridges) and similar prohibited items is not allowed. If these items are needed for department or club camp activities, please report to the building manager in advance. Failure to report is considered a violation. Confiscated items will be kept at the dormitory service center and can only be reclaimed at the end of the semester.</p>	-10
9.	<p>Placing personal items in public spaces such as dormitory room entrances, hallways, common rooms, balconies, emergency exits, and bathrooms.</p>	-5
10.	<p>Pouring non-liquid substances into bathrooms, various types of sinks, and drinking fountains; in cases of serious blockage, penalty points will be doubled.</p>	-10
11.	<p>After dormitory bed assignments are finalized, any private exchanges or changes (applications for bed changes should be completed within 2 weeks after the start of school) or residents staying overnight in a dormitory room other than their own.</p>	-10
12.	<p>Engaging in intimate behaviors in the dormitory area or public areas (including the rooftop, atrium, common room, etc.), or non-residents of the building staying in the common room from 11 PM to 8 AM the following day, or bringing non-residents of the building into the common room during the same hours (the scope of the common room includes the public area from the dormitory entrance to the main common room on the first floor).</p>	-10
13.	<p>Disturbing the peace of the dormitory; using public facilities after midnight to make noise that affects others' rest.</p>	-5
14.	<p>Carrying or keeping animals (including aquatic creatures and insects) within the dormitory area.</p>	-5
15.	<p>Placing trash in public areas (including hallways, bathrooms, common rooms, etc.) or throwing trash out of open windows, thus damaging environmental hygiene, or failing to sort trash as required, or placing bagged or large-sized trash in public areas of the campus; if no specific individual is identified, surveillance footage will be examined to determine the person responsible.</p>	-10

16.	Using personal belongings to occupy a bed or desk not assigned to oneself, refusing to comply with dormitory bed arrangements, lending keys to non-residents, or allowing friends or relatives to enter without the roommate's consent causing disturbance, leading to a complaint from the roommate that is subsequently verified.	-5
17.	Using two or more hair dryers at the same time in the dorm room, causing a power outage, will result in penalty points for each user.	-2
18.	Bicycles and other transportation vehicles must not be parked or ridden in the common spaces inside the dormitory; cars, motorcycles, or bicycles not parked in designated parking spaces will result in penalty points and be reported to the Student Affairs Guidance Group or Security Team (excluding official vehicles).	-5
19.	Dormitory residents who neglect to maintain their living space (such as not disposing of trash leading to foul odors or affecting others' living quality), disturb others' study or sleep, invite outsiders to gather in the dormitory area, or engage in commercial or religious activities, and such behaviors are confirmed upon investigation, may face consequences. If a student's personal habits in the dormitory lead to written complaints three or more times, making it impossible for others to cohabit with them, they may be ordered to leave the dormitory without a refund and must complete the checkout process within 2 weeks.	-15
20.	Opening the emergency exit door without a valid reason.	-3
21.	Taking or opening someone else's mail without permission.	-3
22.	Borrowing keys or access cards between 11 PM and 8 AM the next day will result in immediate penalty points.	-3
23.	Posting or placing posters, flyers, notices, etc., with commercial content in the dormitory's public areas without the stamped approval of the Residential Services Group.	-2
24.	During the semester, requesting key or access card borrowing services (excluding from 11 PM to 8 AM the next day), if not returned within 15 minutes on the same occasion, 1 point will be deducted; reaching 2 instances will result in an additional deduction of 1 point (including 1 warning). (The definition of the semester is based on the school's academic calendar.)	-1

7. Dormitory residents who violate regulations are required to engage in various services within the student dormitory area (violations of items **6 through 24 except 19** under the sixth point of these regulations), with every 2 hours of service offsetting 1 penalty point.

If a resident who has violated regulations demonstrates good performance while engaging in the aforementioned services, the number of penalty points may be appropriately reduced.

For residents who have violated regulations during the current academic year and have received penalty points, they can submit evidence of positive contributions to the student dormitory. After evaluation by the Student Dormitory Service Center, merits and demerits can be offset against each other, but this cannot erase the record of penalty points. Violations of items **1 through 5 ,19** under the sixth point of these regulations are not eligible for offsetting or reduction of points, regardless of any awards received.

Residents who have violated regulations must proactively schedule their service period at the service center. The service tasks will be assigned and verified by the administrator, and no objections are allowed. Points can only be offset if the service is deemed satisfactory upon verification. Those who fail to complete the point offset by the deadline will not be refunded their dormitory deposit of 2,000 NT dollars, and their dormitory bed for the next academic year will be canceled.

8. For repeated offenses of the same nature under items **1 through 5 ,19**, the resident will be ordered to leave the dormitory and will not be allowed to apply for housing again. For repeated offenses of the same nature or intentional behavior in other items, depending on the actual situation, the penalty points may be increased by 1 to 3 times.

9. Each semester, safety inspections are conducted by the Residential Services Group, dormitory leaders, and

other relevant personnel. Residents should cooperate with the inspection.

10. According to the points deducted under this agreement, the total points will be calculated up until 12 AM the night before the bed lottery in the second semester of each academic year. These points will determine the priority order for the dormitory room lottery allocation for the next academic year.
11. The dormitory deposit of 2,000 NT dollars will be fully refunded without interest upon checking out, provided the room passes the cleaning and property inspection. However, if the cleaning inspection conducted by administrators or leaders before leaving at the end of the semester fails, 300 NT dollars will be deducted from the deposit to cover cleaning costs, and a cleaning company will be commissioned to clean.
If the dormitory fails the cleaning inspection conducted by administrators, dormitory leaders, or on-duty student workers when the last student leaves, as per these regulations, each resident of that dormitory will have 300 NT dollars deducted from their deposited dormitory security fee to cover cleaning costs and a cleaning company will be hired to clean.
12. If there is damage to the communal property in the dormitory, the cost of the damaged property will be shared among the roommates and deducted from their security deposits. If personal property is damaged, the cost of the damaged property will be deducted from the security deposit of the individual responsible. If the security deposit is insufficient to cover the cost of property damage, parents will be notified to compensate for the shortfall.
13. Those who fail to check out at the end of the term within the specified time will have their security deposit appropriately deducted. In serious cases, parents will be notified, and the individual will be directly evicted.
14. Appeals against violations of these regulations must be made in accordance with the National Chi Nan University Student Dormitory Appeal Review Committee's established rules and should be submitted within 7 days of receiving the disciplinary notification. Appeals submitted after this period will not be accepted.
15. If there are specific regulations set and publicly announced for the communal equipment within the dormitory area, they will be handled according to those regulations.
16. If there are special circumstances that may potentially conflict with this agreement, an application can be submitted in advance to the Residential Services Group.
17. This dormitory agreement has been discussed and approved at the Dormitory Leaders' meeting.