

## Dormitory facilities:

- 1) In 5th floors
- 2) Public area:
  - 1<sup>st</sup> floor - with TV set and kitchen.
  - Basement- food court
  - 5<sup>th</sup> floor public area - with books and magazines.
  - 1<sup>st</sup> floor public area – with newspaper and magazines.
- 3) There are bathrooms, toilets, water dispenser, laundries (with coin inserted laundry machine-NT\$20 (35 minutes), coin inserted clothing dryer--NT\$10 (40 minutes) at every floor. Appliances such as microwave, refrigerators, and kitchen are available for every student.
- 4) Room equipment: 2 sets of bed, desk and closet in one room. In addition, there are power outlets in every room. Internet cable and hub can be borrowed from the manager. (Voltage in Taiwan: 110V)
- 5) There are refrigerators on the 3<sup>rd</sup> floor, which can be used by students.

## 1. Accommodation arrangement:

If students have accommodation's issues due to the difference in habits and customs, they may contact the dormitory's manager within one week in order to make the necessary adjustments.

## 2. Applicants:

International students from Reitaku University, Japan, exchange students from TKU's sister universities, and TKU students, selected by Office of International and Cross-Strait Affairs.

## 3. Access time:

The curfew is from 2 a.m. to 6 a.m. .Do not open the door during that time or lend your student ID card to others. Student ID card is for individual use only. If this rule is violated over 3 times, we will record it and will E-mail your university.

## 4. Dormitory Wi-Fi:

Please turn on the Wi-Fi and search SSID"tku".Open the IE. The user name is your student ID number and the password is the last six digits of your student ID number. If it doesn't work ask your roommate for help.

項目 Item	單位 Unit	金額 Price	備註
住宿費 Dormitory fee	每學期 Semester	11000 NTD	
管理費 Management fee	每學期 Semester	2000 NTD	for dormitory management and student activities
網路使用費 Internet	每學期 Semester	Free	
棉被清洗費及押金 Bedding Rental	每學期 Semester	Whole set/寢具 200NTD Deposit/押金 500NTD	Winter blanket/厚被 200 NTD
鑰匙押金 Key deposit	每學期 Semester	150NTD	Please prepare the exact amount of money (NTD150)
門禁卡押金 Card deposit	每學期 Semester	150NTD	Please prepare the exact amount of money (NTD150)

Sung-Tao Hall



Public area



Front Door



Room



Toilet



Shower room



Kitchen



Food court



## 松濤館五樓女教職員住宿規定

1. 遵守宿舍相關會議之決議與隨時注意佈告欄、學校信箱及臉書。
2. 不可帶異性訪客進入房間。
3. 小心使用電器產品，特別是公用微波爐與烤箱，避免發生火災。禁止在房間內煮食。嚴禁使用未經許可之高電壓電器。
4. 不得在宿舍內吸菸、賭博、偷竊、酗酒、喧嘩，滋事或不法之行為。
5. 學舍公物，應善予維護，如有損毀或遺失，應照價賠償。
6. 保持室內、外之整潔與安靜，私人物品不可留在公共空間(大廳、地下室、走廊、盥洗室)。
7. 室內不放置危險、違禁或易燃物品。
8. 個人財物應妥善保管，身邊勿放置鉅款，以免遭人覬覦。
9. 不可拒絕所分配之同住人員進住。
10. 經編定之寢室、床位，未經輔導員同意，不得擅自調換。
11. 嚴禁將床位讓予他人住宿，並不留宿外人。
12. 不得於宿舍內飼養寵物。
13. 不私自變更或破壞公物，使用完畢請物歸原處。
14. 不可私自張貼廣告、海報或散發傳單。
15. 公用冰箱內不可放置生鮮物品，所置物品上需標示所有人姓名、房號，請勿吃他人的食物。
16. 食物殘渣等應自行收拾清理；不得留置大廳等公共場所。
17. 經核准住宿之學生，如欲外宿者，須事前告知並經核准後，始能離開宿舍。離校後之安全，由個人自行負責。
18. 晚上 11 點過後，請降低音量。勿大聲聊天，謝謝大家的配合。
19. 夜間 12 時至上午 7 時，勿使用洗衣、脫水及烘衣設備，以維護住宿安寧。
20. 寢室垃圾應遵照環保規定，分類裝妥送資源回收處丟棄。
21. 平日晚間 7:00-7:20 皆有垃圾車至一樓大廳門口收取垃圾。紙類、寶特瓶、鐵鋁罐、塑膠容器等，請拿至松濤資源回收室。
22. 門禁:請大家出入一定要順手關上門，不可以將門以物品來擋住。
23. 冰箱:一個月清理冰箱一次，將過期及腐爛的物品丟棄。
24. 不得於走廊或寢室窗口晾掛衣物。
25. 不可有妨礙他人自修、睡眠及宿舍安全之行為。
26. 禁止住宿生任意利用網路下載任何違反智慧財產權之著作。
27. 應遵守學舍生活規定，接受輔導員之輔導，維護學舍之整潔、秩序與安全，違者退宿，不得異議。
28. 幹部無故未參加宿舍會議或宿舍之例行活動者，將列入紀錄考評。
29. 違反上述規定者將予以登記，此記錄將為審核續住及發給獎學金之依據。(交換學生)

## **Policies and Rules of Residence in TKU Sung-Tao Hall**

1. Dorm residents/students must comply with the relevant resolutions of the meeting and pay attention to the dormitory bulletin board announcements, school mailbox and Facebook.
2. Male are not allowed in the rooms.
3. Use electrical appliances carefully to avoid fire. Cooking is NOT permitted inside the resident's room. Unauthorized high voltage appliances are also strictly prohibited.
4. Smoking, gambling, stealing, excessive drinking, clamoring, quarrel or anything illegal is strictly prohibited in the dorm.
5. School's property should be handled properly. Damaged to any part of the building or furniture, as well as the loss of school's items must be compensated.
6. Dorm residents are expected to maintain tidiness and quietness inside and outside their rooms. Personal belongings should not be left out in public spaces such as (lobby, corridors, and lavatories).
7. Hazardous, illegal or flammable items are not allowed in the dorm.
8. Dorm residents should look after their belongings. In order to avoid any covetous intentions, students should avoid carrying large amounts of cash.
9. Student should not reject their assigned roommates.
10. Dorm residents are not allowed to change their original assigned rooms with others without the consent of their counselor.
11. It is strictly prohibited to lend beds to others, or let outsiders stay overnight.
12. No pets allowed in the dorm.
13. Vandalizing, damaging or destroying the dorm's property is prohibited.
14. Soliciting or conducting business in the hall/dorm complex is not permitted. This includes posting advertisements, posters or distributing leaflets/flyers without permission.
15. Avoid storing smelly food in public refrigerators. Items should be marked with the owner's name and room number. Do NOT eat other people's food.
16. Students should clean up their own food residues/waste and disposed them in the correct trash bins.
17. Students with approved accommodation, if wish to stay outside overnight, are required to inform in advance and get the approval before they can leave the hostel. They should be responsible for the safety of themselves.
18. After 23:00, please lower the volume during quiet hours. Thank you for your cooperation.
19. Do not use the washing and drying machines from 00:30 to 07:00 a.m., to avoid disturbing other students.
20. Trash should comply with environmental regulations; make sure to properly recycle your trash.
21. Please pack your own trash to the front door of Sung-Tao hall during Mon. to Sat. 7 P.M.~8:20P.M. and do recycle.
22. In order to enhance the security of the dorm, please make sure the door is locked. Do not use objects to block the entryway/ entrance.
23. Refrigerator: each room should take turns to clean the refrigerator monthly, discard expired or perishable items.
24. Do not hang clothes in the hallway or in the bedroom door.

25. Behavior that disturbs the study or sleep of others, or compromises the safety of the dorm is prohibited.
26. It is prohibited to use the Internet to download materials in violation of intellectual property rights.
27. Dorm residents should abide by the policies and rules regarding life in the House, accept counselors' guidance and assistance, and maintain tidiness, order and safety of the House. Violators of any of the above responsibilities will lose their dorm resident ship without a chance of objecting.
28. Falling/refusing to participate in routine activities or dorm meetings will be put on record for student's evaluation.
29. Violation of these provisions will be registered, and this record will be considered when audit for next dorm acceptance or scholarships.(Exchange student).

入寮者は、学生寮の使用について、次の事項を守らなければならない：

- (1) 宿舍の会議で決まった事を厳守して下さい。掲示板に、重要なお知らせや日常の連絡を掲示するので、毎日チェックして下さい。
- (2) 入居者以外の男性入室は禁止します。
- (3) 電気製品を使う時には火災を防ぐために、特に気をつけて下さい。高電圧の負荷がかかる電気製品など未許可のものの使用は、厳禁です。
- (4) 宿舍内では、喫煙、賭博、窃盗、過度な飲酒、喧嘩、もめ事、並びに不法行為を行ってはいけません。
- (5) 宿舍の公共物は大切に使用してください。故意又は過失により施設設備等を紛失又は汚損したときは、その原状回復に必要な経費を弁償します。
- (6) 室内と外を清潔に、静かに保って、私物は公共場（ロビー、地下室、回廊、洗面所等）に置いてはいけません。
- (7) 室内に、法令違反のものや燃えやすいものなどの危険物を放置しないでください。
- (8) 個人の貴重品はきちんと保管しておいてください。人に犯罪をさせないためにも、大金は身近に置かないでください。
- (9) 割り当てられた同室のルームメイトを拒絶することはできません。
- (10) 部屋が決まった後、ベッドの位置は指導員が同意しない限り、独断で移動させてはいけません。
- (11) 自身のベッドで入居者以外の者を泊めることは厳しく禁止されています。
- (12) 宿舍内でのペットの飼育は禁止されています。
- (13) 公共のものを私物化したり、壊したりしてはいけません。使用後は必ず元の位置に戻してください。
- (14) 無許可のビラ、ポスターやパンフレット等の印刷物の投函や配布および掲示はしないでください。
- (15) 共用の冷蔵庫には生鮮品は入れないでください。冷蔵庫を使う場合は、自分の名前、部屋番号と入れた日付を書いて入れてください。
- (16) 調理等で発生したゴミは必ず各自で処理して、ロビーや地下室など公共場所に放置しないようにしてください。
- (17) 寮の外で部屋を借りる際は、必ず管理人に事前の連絡をした上で、借りるようにしてください。その場合、寮外での安全は自己責任となります。
- (18) 深夜 11 時以降、ロビーや三階のキッチンで大声を出したり、騒いだりしないでください。ご協力をお願いします。
- (19) 洗濯機、脱水機と乾燥機の使用は深夜、早朝（午前 12 時半から 7 時まで）は避けて、まわりの迷惑にならないように騒音には注意をして利用してください。
- (20) 部屋のゴミの処理についてはリサイクルのルールを守り、可燃物・ペットボトル・不燃物などの分別をしっかりと行って、毎日所定の場所に出してください。
- (21) 毎日夜の 7:30-8:30 に 1 階のロビーの門口でゴミ収集車は行って来ます。紙、ペットボトル、鉄、アルミ缶、プラスチック容器など資源物を松濤館の 1 階で所定の場所に出してください。
- (22) 出かける際は必ず寮のドアを最後まで閉めて、鍵が掛かった状態を出かけるようにしてください。
- (23) 冷蔵庫：定期的（一ヶ月に 1 回）に、冷蔵庫の清掃を行って、賞味期限切れや腐ったもの

を処分して、冷蔵庫内を清潔に保つことを心掛けてください。

- (24) 宿舎の廊下や部屋の窓辺に衣服を干してはいけません。
- (25) 他人の自習、睡眠と宿舎の安全を妨げる行為は禁止されています。
- (26) 大学のインターネットを使用される方は著作権に違法したファイルのダウンロードは絶対にしないでください。
- (27) 指導員の指導に従うこと、宿舎の清潔、秩序並びに安全を保つこと、これらの宿舎でのルールを守ってください。違反者は退居してもらいます。異議を述べることはできません。
- (28) 理由もなく宿舎の会議や活動を欠席した台湾寮生は、評議の対象となります。
- (29) これらのルールに違反した者は登記され、その記録は今後宿舎に継続して住むことが可能かどうか、また留学生の場合は、奨学金の発給の可否を審議します。



## 담강 대학교 기숙사 규정

1. 관리인의 인도 아래 기숙사 규정을 준수해야 하며, 깨끗이 유지해야 한다. 위반할 시 이유를 불문하고 퇴출 조치.
2. 이성 출입 금지.
3. 전기, 물 절약하기.
4. 기숙사 내 흡연, 도박, 도둑질, 과도한 음주, 고성방가 금지.
5. 기숙사 내외로 항상 깨끗하게 유지.
6. 기숙사 내 인화성 물질 등 위험한 물건 반입 금지.
7. 생활관에서 요리금지.
8. 개인의 물품, 거액의 돈을 그대로 방치해 두지 말 것.
9. 룸메이트가 나간 틈새를 노려 방문 잠그지 말 것.
10. 방 또는 룸메이트는 관리인에 동의하에 밖굴것.
11. 본인의 침대를 다른 사람에게 빌려주는 행위를 엄격히 금지함.
12. 기숙사 혹은 방내에서 애완동물을 키우지 말것.
13. 공공장소의 있는 물건은 사용후 제자리에 갖다놓기.
14. 개인 포스터 또는 광고등을 방에 붙혀놓지않을것.
15. 응접실 혹은 로비 이용후 깨끗히 청소할것.
16. 기숙사 내에서 광고 혹은 잡지등을 붙히지 않을것.
17. 공용 냉장고에 계란, 고기 등 유통 기한이 짧은 식품은 되도록 보관하지 않도록 하며, 냉장고에 보관하는 모든 식품엔 자신의 이름과 보관하기 시작한 날짜를 기입해야함.
18. 주방사용후 음식물 혹은 사용했던 주방도구는 깨끗이 씻어놓을것.
19. 공공장소 로비의소파 혹은 지하실에서 자지않을것.
20. 기숙사에 살고있는 학생은 외박할시 허락을 받아야할것. 외박시 안전은 개인책임.
21. 밤 11 시이후 3 층 주방을 사용할시에는 소리를 낮추고 타인의 생활을 존중해줘야할것.
22. 밤 12-아침 7 시까지는 세탁기등 전자기계 사용을 금함.
23. 음식물 쓰레기는 스스로 깔끔하게 처리해야함 ; 응접실, 지하실 등에 남겨두면 안 됨.
24. 응접실이나 지하실에서의 용무가 끝나면 에어컨 또는 전등등의 불을 항상 꺼놓을것.
25. 쓰레기는 규정에 따라 분리수거 할것.
26. 기숙사를 드나들때에는 항상 대문을 꼭 닫을것.
27. 냉장고 청소는 일주일 번갈아가면서 청소할것.
28. 기숙사 간부는 이유없이 기숙사회의를 불참석하는 것을 금함.
29. 상위의 규정을 위반한 자는 기록부에 기록되며 장학금 대상에서 제외, 기숙사 퇴출 등 불이익이 있을 수 있음. (담강 대학교 본과생에 한함)