

銘傳大學學生宿舍住宿保證書

Ming Chuan University Student Dormitory Guarantee Letter

茲保證 系 年 班 學生 住 班 室

應住宿滿一學年，中途不得無故退宿，並恪遵守下列規定：

This is to guarantee that I, Student _____
Department _____ ID No. _____
who resides in Dorm. _____ Room No. _____, agrees to reside in the dormitory for a complete academic year, and will not move out from the dormitory without proper reason. As a dorm resident, I am willing to comply with the following rules:

- 一、 住宿生應於 23 時門禁前返回宿舍，超過門禁時間遲歸者，須事先向宿舍管理員登記。
1. Residents are required to return to the dormitory before curfew at 11:00 PM. Those who wish to return after the regulated time are required to register with the superintendent first.
- 二、 宿舍門禁時間(23 時至翌日 06 時)，住宿生可刷卡自行進入宿舍；惟未經管理員或值勤教官同意，嚴禁擅自開啟刷卡門離舍，違者依學生手冊規定，予以記大過之處分。
During dormitory curfew (11:00pm~6:00am of the next morning), residents may use their door cards to enter or exit the dormitory. However, residents are strictly prohibited to leave the dormitory without the superintendent's or the on duty drillmaster's permission. Violators will be punished with a first-level demerit in accordance with the Student Handbook.
- 三、 未經學校核准，擅自留宿外人者及私帶非住宿生(異性)進入宿舍者，違者皆依學生手冊規定，予以記大過之處分。
Without permission, residents who have visitors stay over or who bring visitors of opposite sex into the dormitory will be punished with a first-level demerit in accordance with the Student Handbook.
- 四、 住宿生平日在宿舍應保持寧靜，不得高聲喧鬧、談笑或音樂過大。
Residents should keep their voices down and avoid making loud noises.
- 五、 住宿生必須按規定每日清理各寢室垃圾及輪值打掃宿舍公共區域。
Residents are required to keep the rule to clean up the garbage in their room every day and take shifts to clean public areas inside the dormitory.
- 六、 住宿生不得將垃圾、鞋子放置在房門外，以保持宿舍整潔。
To keep the dormitory clean, residents are not allowed to put their shoes or garbage outside the door.
- 七、 宿舍寢室內及公共區域嚴禁吸煙、私用電器用品或其他違規物品，如

有損壞公物，須照價賠償。

Smoking inside the room or in the public areas of the dormitory and using electronic appliances or other items against the rules are strictly prohibited. Residents who have damaged public property are required to compensate for the damage or lost.

八、宿舍內禁止做各種學業製作，以免妨礙打擾室友憩息及弄髒公共區域環境。

In order not to interfere with your roommates and to keep the public areas clean, no kind of project creation is allowed inside the dormitory.

九、外籍生、僑生、海青班等同學擁有優先續住權，住宿以兩年為限；住宿學生(新生、大二以上及續住舊生、外籍生、僑生、中低、低收入戶、離外島生等特殊條件者)均需服務一學年(上、下學期)的宿舍義務工，每學期擔任宿舍義工 30 小時(含)以上，有一學期違規 3 次(含)以上，即不得申請住宿。

Foreign students, Overseas Chinese students and Overseas Chinese Class students have priority for continuing residency in university dormitories. The period of tendency is limited to 2 academic years. All residents (new, returning, international students, overseas Chinese, those from mid and low, low-household income families, those from outlying islands) are required to work as volunteers in the dormitory for at least 30 hours every semester in a academic year. Residents who have violated the dormitory regulations for 3 times or more are not allowed to apply to returning residency.

十、住宿生進住一律繳交清潔保證金參佰元、感應扣及鑰匙押金貳佰元，合計伍佰元，離舍時無息退還。

Upon moving into the dormitory, a 500NTD deposit will be required (includes 200NTD key, sensor buckle deposit and 300NTD bedroom cleaning deposit), After the inventory check is completed at the end of tendency, the deposit will be returned without interest.

十一、恪遵學生宿舍管理辦法之其他相關規定(參照學生宿舍手冊)。

I guarantee that I will obey the above and all other regulations listed in the Dormitory Handbook.

※如有違反前項規定，本人同意接受校規相關處分，絕無異議。

If I violate any rules mentioned above, I agree to accept the related punishment in accordance with university regulations.

學生 Student :

簽章 Signature

中華民國 年 月 日

Date: