

## **The Regulations of Dormitory Management of MingDao University Students**

Amended and passed by the Executive Council, 27<sup>th</sup> December, 2011

Article 1. This regulation is established for achieving the purpose of student life education and to promote the concept of self-disciplinary for the students.

Article 2. The Duty of Student's Dormitory Management:

1. The Office of Student Affairs should be responsible for planning the dormitory management, the application of the dorms and student's conciliations.
2. The Office of General Affairs should be responsible for the maintenance of dorm's facilities, repairs and the supply of water and electricity.
3. Student Association of Dormitory should be responsible for self-government, improving student's welfare, giving suggestions, and assisting the school to manage the dormitory. The rules for the Student Association are established in another place.
4. The housing service director and the leader of Student Association would take charge of the security of the dormitory, maintain the orders of the dorms and deal with accidental cases.

Article 3. Application and Allocation of Dormitory

1. Dormitories shall be allocated according to the dormitories requested by undergraduate first year student.
2. Students with disability, or from low-income household, disaster-affected families, overseas students or those who are from distant places, and those proven to have special needs can be allocated first.
3. After that, general students can apply for the rest of the beds.
4. As for the arrangement of rooms, your roommates are already arranged. After your bed is arranged, you cannot change it with others. If you disobey the rule, you will be punished by the school rules. You can find your own roommates if you apply for the dorm successfully next academic year.

Article 4. Moving into the dormitory, Staying out of the dorms and Withdrawing from the Dorms

1. Those who are permitted to moving into the dorms should hand in accommodation fee and guarantee money before the deadline. If you do not finish the whole procedure in time, your right for moving into the dorm will be canceled.
2. After moving into the dorms, students should check the dorm's facilities carefully. If the facilities are damaged, you have to report it to the Housing Service Division.

Please cherish the facilities of the dormitory. If the facilities are lost or damaged, you will be fined.

3. Boarders should obey the following rules:

- (1) You shall not store restrict goods (including mahjong), and dangerous products.
- (2) You are not allowed to cook inside the dormitory room.
- (3) You shall not keep pets inside the dormitory without permission
- (4) Yu shall not roar, quarrel, play mahjong, light fireworks and barbeque inside the dormitory room.
- (5) You shall not fight, gamble and drink and so on.
- (6) You shall not smoke inside the dormitory room and public areas.
- (7) You shall not keep visitors, friends or classmates in the dormitory room.
- (8) You are not allowed to see other sex in the dormitory rooms.
- (9) You shall not install electrical appliances unapproved by the university.
- (10) You should use your electrical products carefully. Except hair dryer, you are not allowed to use high power consumption electrical products.
- (11) Those who are not boarders are not allowed to stay in the dorms, and the boarders cannot keep those in the dormitory room.
- (12) Violating accommodation rules stipulated by the Dormitory Life Self Regulation Committee. Students in violation of rules are verified to be true by the dormitory coordinator, the Dormitory Life Self Regulation Committee, and the Student Housing Services Section, shall be ordered to have the accommodation cancelled and not to be re-applied for within one year.

4. Boarders who want to stay out of the dormitory should register first. The rules are established in another place.

5. Dormitory rooms will be open for those in need during the summer and winter vacation. The rules are established in another place.

6. Boarders must have proper reasons when they withdraw from the dormitory in the boarding period. After their parents agree with it, students can withdraw from the dorms in the Housing Service Division of the Office of Student Affairs. The accommodation fee can be taken back according to MOE's rules. Those who are allowed to withdraw from the dorms should finish the procedure within five days. For those who resume their interrupted studies, their rights for dormitory will not be preserved any more.

7. When withdrawing from the dorms, the dorm director and the student association office will check the items of dormitory properties. Those who do not clean your stuff,

you will be fined from \$NT100 to \$NT 2000. Besides, your stuff will be claimed by the school.

Article 5. In order to keep the cleanness of the dormitory, the evaluation for dormitory will be hold regularly or irregularly. The rules of the evaluation are established in another place.

Article 6. Student Association of the dormitory and its daily pledge are set up by the boarders. The rules of the daily pledge are not allowed to be against with this regulation. Besides, the rules should be evaluated by the Office of Student Affairs.

Article 7.

As for the management of visitors, curfews, the usage of Internet, the space for reading, the management of dorm's keys and the supply of water and electricity and other energy, the rules are all set up in other place.

Article 8. If this regulation is not perfect, please follow the related rules of the university.

Article 9. This regulation is implemented after having passed by Executive Council and announced by the President, and the same procedures shall apply to amendments which may arise.