

# Dormitory Important Rules and Regulations

## Dormitory safety care:

1. A care checking will be conducted during 22:30-23:30 every Monday to Thursday by the floor leaders.
2. If a student has not returned to the dormitory for three consecutive days without explaining the reason to the dormitory leaders, the student safety personnel of the Office of Student Affairs will notify the parents.

## Dormitory rules and punishment for violations:

To maintain the safety and order of dormitory, we have demerit points system. If you violate the rules below while living in the dormitory, you will get demerit points.

### 1. The following behaviors will result in **20 points**:

- (1) Unauthorized placement of items or posting of posters in public spaces of the dormitory.
- (2) Improper disposal of personal items, damaging environmental cleanliness.
- (3) Posting promotional materials or graffiti.
- (4) Drying clothes in public spaces other than designated areas.
- (5) Excessive use of the dormitory phone for over 10 minutes, affecting others' usage time.

### 2. The following behaviors will result in 30 points:

- (1) The use of electrical appliances in the dormitory is limited to the following: electric fans, desktop or laptop computers, computer speakers, printers, hair dryers, radios, electric shavers, desk lamps, battery chargers, small ionic hair straighteners (under 80W), liquid electric mosquito repellents, and dehumidifiers. All other appliances are strictly prohibited.
- (2) Power outlets are limited to devices operating within 110V/15A. The use of electric heating or cooking appliances, or any device with a direct power consumption exceeding 500W, is strictly prohibited.
- (3) Violation of the above rules will result in confiscation of the prohibited appliance and a deduction of 30 points for the first offense. The confiscated item will be returned at the end of the semester. For each subsequent violation, an additional 30 points will be deducted cumulatively (e.g., 60 points for the second offense, 90 points for the third, and so on).
- (4) For appliances required due to special circumstances, relevant documentation must be submitted, and prior approval must be obtained before use.

### 3. The following behaviors will result in **50 points**:

- (1) Engaging in illegal activities using the dormitory network or violating the academic network usage norms.
- (2) Engaging in behaviors that violate social decency.
- (3) Obstructing safety doors with items, preventing them from closing properly, ignoring warnings, or repeating offenses.
- (4) Cooking food inside the dormitory (excluding simple kitchens).
- (5) Unauthorized access to the dormitory rooftop.

- (6) Absence from earthquake disaster drills and safety lectures for residents without requesting leave.
- (7) Using communal washing machines to wash lab coats.
- (8) Creating noise or disturbing through other means, affecting public tranquility, ignoring warnings, or repeated offenses.
- (9) Intentional damage or removal of public property. In addition to points, the perpetrator must compensate for the damage or loss.
- (10) Drinking, gambling, smoking, etc., inside the dormitory.
- (11) Attempting to enter non-residential floors without valid reason, affecting dormitory safety.
- (12) Other behaviors and activities that affect dormitory safety.

4. The following behaviors, depending on their severity, will result in **80 points** or forced withdrawal from the dormitory:

- (1) Bringing or storing illegal (prohibited) items or dangerous goods.
- (2) Burning items.
- (3) Staying in the dormitory during the summer vacation without applying for summer residence.
- (4) Other severe behaviors hindering public safety.
- (5) Transferring, swapping, occupying, or excluding others from a bed.
- (6) Intentional or negligent damage or removal of public property from the dormitory without compensation after 14 days.
- (7) Tampering with or damaging air conditioning circuits or billing systems, evading metered charges.
- (8) Keeping animals in the dormitory.

5. The following behaviors will result in **100 points** and the student will be forced to withdraw from the dormitory:

- (1) Fighting with others in the dormitory.
- (2) Entering other residents' dormitories or opposite-gender accommodation areas without registration.
- (3) Bringing opposite-gender residents into the accommodation area without registration.
- (4) Bringing residents from other dormitories without registration.
- (5) Bringing non-residents into the dormitory without registration.
- (6) Lending the access card (student ID) to non-residents, allowing them to enter the dormitory.

6. For those accumulating over 50 points, parents will be notified in writing. For those accumulating over 60 points, their dormitory application and waiting list eligibility for the next academic year will be canceled.

Those accumulating 100 points will be expelled from the dormitory.

If the circumstances violate school regulations, they will be handled according to the Guidelines for Student Rewards and Punishments of the school.

### **Refund Regulations:**

- 1. **No refunds will be given during the semester except for leave of absence, withdrawal, school transfer, or special circumstances approved by the Office of Student Affairs.**
- 2. Refunds for leave of absence, withdrawal, or school transfer will be processed as per the school's refund guidelines for leave of absence and withdrawals, including winter vacation accommodation fees if checked out in the fall semester.

**Compulsory check-out should be completed within 14 days (excluding national and public holidays). Overdue cases will result in the forced removal of belongings, and the school is not responsible for unclaimed items.**

**Withdrawal from the Dormitory – Important Notes:**

1. The withdrawal period is tentatively scheduled for Friday to Sunday of the final exam week in the spring semester. The on-campus post office will offer luggage delivery services during this time. Please check the schedule and use the service to speed up your move-out.
2. Follow the withdrawal procedure:  
Ask your floor leader to inspect your room to ensure the bed space is cleared, shared areas (bathroom and hallway) are clean, and the key is returned (lost keys require a fee). You may leave the dormitory only after passing inspection.

☐ **I have read the content above, and is willing to follow the rules.**

**Room/Bed number:**

**Signature or seal:**

**Legal representative's signature or seal (not required for those aged 18 or older):**

Please prepare two copies—give one to the dorm leader on move-in day and keep one for yourself. (You can download it from the dorm announcement.)

Date: Year \_ \_ \_ \_ \_ Month \_ \_ \_ \_ \_ Day \_ \_ \_ \_ \_