

國立臺灣科技大學學生宿舍自修室管理辦法

Administration Regulations of Study Rooms

of NTUST Student Dormitories

97年05月30日宿舍自治幹部會議通過

100年12月02日宿舍自治幹部會議修訂

101年07月09日宿舍自治幹部會議修訂

103年07月07日宿舍自治幹部會議修訂

103年10月06日宿舍自治幹部會議修訂

104年11月05日宿舍自治幹部會議修訂

109年11月06日宿舍自治幹部會議修訂

110年11月02日宿舍自治幹部會議修訂

一、學生宿舍自修室開放時間 Opening hours of study rooms of the student dormitories

開放時間:每日早上6點~晚間12點

第一學生宿舍各樓層自修室僅開放一舍住宿生使用。

第二學生宿舍1樓自修室開放全校學生使用。

第三學生宿舍1樓自修室僅開放住宿生使用。

The opening hours of study rooms of the three student dormitories are from 06:00am to 12:00am.

Study rooms of the first dormitory are only open to students who stay in the first dormitory.

Study room of the second dormitory is open for all the students in NTUST.

The study room of the third dormitory is open for all the students staying in dormitories.

二、一般規定 Regulations

- (一)為維護環境整潔及空間使用公平性，宿管人員將不定期處理以書籍、物品佔位情形。

To maintain the hygiene of the environment and the fairness of the usage of space, the dormitory staff will irregularly deal with the problems of the occupancy of books and personal belongings on the seats.

- (二)為物品安全、人員安全，嚴禁將個人證件（或臨時證）借他人使用。

To protect the security of the users and their personal belongings, it is strongly prohibited to lend your student ID card or temporary access control card to others.

- (三)為維護環境安寧，自修室內應保持安靜，嚴禁使用手機交談、飲食及吸煙，垃圾請自行攜出，未遵守規定者，管理人員得停止當事人使用權。

To maintain the silence of the environment, users should keep quiet in the study rooms. Talking on cellphones, eating, drinking, and smoking are forbidden. Also,

please take away your trash. The dormitory staff has the authority to suspend the violator's rights to use the study rooms.

(四) 自修室內 1 人限使用 1 座位，嚴禁以物品佔用座位，如於自修室閱讀期間因故暫時離開者，應於 60 分鐘內返回。若逾時未歸者，宿管人員得移除該座位上物品，凡超過當日午夜 12 點未領回者，將不負保管責任，當事人自行負責。
Every user could only take one seat; therefore, it is forbidden to occupy other seats with personal belongings. Those who leave the study rooms temporarily should come back in 60 minutes. Otherwise, the dormitory staff has the authority to remove the stuff and open the seat to other users. Users who don't take back their personal belongings before midnight should take the responsibility for loss or damage, as the dormitory staff won't take any blame.

(五) 自修室關閉後禁止逗留並由宿管人員執行淨空，關閉桌燈，椅子歸位。執行淨空所清理之物品暫存於宿管中心，於當日午夜 12 點前未領回者，將不負保管責任，由當事人自行負責。

Please do not stay in the study rooms after the closure to let the dorm staff do the cleaning, turning off the desk lamp, and putting back the chairs. All the things removed from study rooms will be stored temporarily at the corresponding dormitory center. Users who don't take back their personal belongings before midnight should take the responsibility for loss or damage, as the dormitory staff won't take any blame.

(六) 自修室內個人貴重物品請自行妥慎保管，若有遺失恕不負責，公共物品若有損壞，請逕向宿管中心通報。

Please mind your personal belongings in the study rooms, for the dormitory doesn't take the responsibility in case of any loss. If you find any broken public property, please report the problem to the dormitory center.

(七) 逢期中、期末考前後一週及考試當週，一、二、三舍自修室 24 小時開放使用。

During the midterm and final exam weeks, including the week before and after, study rooms of the three dormitories will open for 24 hours.

(八) 為節約能源，攝氏 26 度以上始開放使用冷氣，宿管中心得視自修室學生人數多寡調整冷氣機開啟數量。

To conserve energy, the air-conditioners will only open when the temperature is above 26°C. The dormitory center has the authority to adjust the number of the opening air-conditioners depending on the number of students.

三、罰則 Punishments

違反一般規定(二)、(三)項其中之一者，視當時狀況得連續處罰。

Those who violate either the second or the third regulation might face consecutive punishments depending on the current situation.

(一)住宿生：依宿舍違規扣點細則議處並停權 1 個月。

Boarders : Suspend the use of the study rooms for one month based on the dormitory regulations of deducting points for violations.

(二)非住宿之在校生：依校規論處並停權 1 個月。

Non-boarder students of NTUST : Suspend the use of study rooms for one month based on the school rules.

本辦法經學生宿舍自治幹部會議通過，修正時亦同。

This administration regulations of the study room have been approved and amended during the conference of the NTUST Student Dormitory Council.