

[Dormitory Affairs] Start of application for summer accommodation in 113th academic year and related regulations (May 20, 2024 to May 24, 2024 12:00 noon)

- I. Important dates related to the dormitory:
  1. Deadline for 112 academic year graduates' accommodation: 12:00 noon on June 21, 2024.
  2. Deadline for student dormitory accommodation in the second semester of the 112 academic year: 12:00 noon on June 23, 2024 (no accommodation is allowed without applying for summer stay)
  3. 113 summer vacation stay period: start from June 24, 2024 to September 6, 2024 at 12:00 noon.
  4. The first semester of the 113th academic year, the student dormitory will be open for old students: it will be open from 12:00 noon on September 6, 2024.
- II. The schedule for applying for summer accommodation is as follows:
  1. System application time: May 20, 2024 to May 24, 2024 12:00 noon.  
( Paper payment is due at the same time)
  2. Self-confirm the application for summer stay: go to the school administration system before 17:30 p.m. on May 24, 2024, and check the application record "in application (申請中) - fee to be paid (待繳費)" means that it has been reviewed and approved, and the payment will be completed within the payment time to be announced.
  3. Summer stay and payment time: start from May 28, 2024 to May 30, 2024 at 12:00 noon.
- III. Summer accommodation time for those who have passed the application: start from June 24, 2024 to 12:00 noon on July 31, 2024.
- IV. Qualifications for summer stay: Those who have accommodation beds in 113 academic years can apply.
- V. Application methods and procedures for staying overnight:
  1. Login to the school administration system  
(<https://myinfo.tcu.edu.tw/login.asp>)→ Service Menu (校務系統總覽) → Academic affairs (學務) → Student assistance (生輔):  
Application for accommodation during winter and summer vacations.  
(寒暑假留宿申請)
  2. Room type selection → 113 academic year room.
  3. Fill in the accommodation time, start date: the first day that you want to stay in the dorm on summer vacation, end date: the last day that you want to stay on summer vacation before 12 noon

Example: 113/6/24~113/7/31 (need to leave before 12 p.m.)

4. The application record will be paid from "still processing (審核中)" → "to be paid (待繳費)" to the cashier assistant (出納組)
5. Payment completed (繳費完成) → Approved bed (核定床位) → Successful (結案)

⊖ Except for a single or double room in the 113th academic year, the rest need to choose four-people per room. If you choose the wrong room type, you will not agree to the application. If you need to correct it during the application period, please cancel it and then apply again. ⊖

VI. Notes:

1. Those who have more than 60 points in the dormitory and who not apply for 113th academic year dormitory will not allow to apply for summer accommodation. Those who apply beyond the time (5/24 at 12 noon) will not be accepted.
2. Those who apply for accommodation or pay accommodation fees over time will be deemed to have completed their process after the time, and the original application will be cancelled and no longer agreed. If there is still a need for accommodation, the application can only be accepted after the project application is submitted and the violation points are recorded at 10 points according to the dormitory regulations.
3. For those who have not passed the application or completed the payment, it is illegal for those who stay overnight without permission. In addition to paying the accommodation fee, the violation points of 20 points shall be recorded according to the dormitory regulations. If it is found that people who evade the roll call or do not pay the accommodation fee in accordance with the regulations, you will be punished.

VII. Other unfinished matters shall be handled in accordance with the relevant regulations of the dormitory. If you have any questions, please contact the student assistant group at 038565301 to 1228

VIII. For these announcements and website be better base on Chinese, link: [https://info.tcu.edu.tw/hot\\_news/news.asp?id=1130514006](https://info.tcu.edu.tw/hot_news/news.asp?id=1130514006)