

國立臺北大學宿舍獎懲實施要點

Guideline for the Awards and Punishments of Residents in NTPU Dormitory

98 年 8 月 31 日本校學生宿舍自治委員會全體會議通過
On August 31, 2009, Student Dormitory Committee meeting passed
101 年 10 月 8 日學生事務會議修正通過
On October 8, 2012, Office of Student Affairs meeting was amended and passed
103 年 3 月 13 日學生事務會議修正通過
On March 13, 2014, Office of Student Affairs meeting was amended and passed
104 年 3 月 24 日學生事務會議修正通過
On March 24, 2015, Office of Student Affairs meeting was amended and passed
105 年 6 月 7 日學生宿舍服務委員會會議修正通過
On June 7, 2016, Student Dormitory Service Committee meeting was amended and passed
106 年 5 月 9 日學生宿舍服務委員會會議修正通過
On May 9, 2017, Student Dormitory Service Committee meeting was amended and passed

壹、總則

I. General

第一條 依本校「學生住宿輔導與管理辦法」第 14 條規定訂定之。

Article 1 This guideline is established according to Article 14 of “National Taipei University Student Dormitory Guidance and Management Regulations.”

貳、目的

II. Purpose

第二條 臺北大學學生宿舍獎懲實施要點（以下簡稱本要點）之訂定，旨在促進住宿同學養成良好生活習慣，培養自律與守法精神，提升住宿品質為目的。

Article 2 “Guideline for the Awards and Punishments of Residents in NTPU Dormitory” (hereinafter referred to as this guideline) is established to encourage students to be independent, law-abiding and have a good life habit to enhance the quality of accommodation.

參、對象

III. Subject

第三條 本要點以臺北大學學生宿舍全體住宿同學（以下簡稱住宿生）為施行對象。

Article 3 All students who live in the dormitories (hereinafter referred to as “Resident”) of National Taipei University are subject to this guideline.

肆、執行

IV. Implementation

第四條 三峽學生宿舍由學生事務處住宿輔導組（以下簡稱住輔組）、臺北學生宿舍由進修暨推廣部行政管理組（以下簡稱行政管理組）規範及輔導學生宿舍生活，並維護宿舍安全及秩序。

本要點訂定採住宿期間累積點數制，依住宿生之住宿行為表現，予以加（扣）點。

Article 4 The counseling and management of student dormitories are planned and supervised by Student Housing Service Section of Office of Student Affairs (for Sanxia Campus) and Administration Section of Extension Education Center (for Taipei Campus). These units are responsible for safety, bed allocation, administration, and accommodation counseling matters. Points will be added or deducted in an accumulative way according to the residents' behavior during their stay in the dormitories.

第五條 加(扣)點事項由住輔組或行政管理組(以下共同簡稱宿舍管理單位)執行。住宿生之獎懲案，除依本校「學生住宿與輔導管理辦法」及本要點實施加（扣）點外，如符合本校「學生獎懲辦法」之規定時，得依該辦法提出獎懲建議，簽請校長核定。

Article 5 Student Housing Service Section and Administration Management Section (hereinafter referred to as Dormitory Management Unit) are responsible for the implementation of adding and deducting points. The award and punishment of residents should follow “National Taipei University Student Dormitory Guidance and Management Regulations” and this guideline for adding and deducting points. If the case also meets “National Taipei University Student Reward and Punishment Measures,” recommendations for reward or punishment may be proposed in accordance with this regulation and should submit the report to the principal for approval.

第六條 宿舍管理單位定期統計並匿名公告各住宿生之獎懲狀況。

Article 6 Dormitory Management Unit regularly calculates and anonymously announces the awards and punishments of each resident.

第七條 學期累計加點情形，得由宿舍管理單位提請獎勵及宿舍服務委員甄選加分。

Article 7 Dormitory Management Unit should apply for rewards of the residents according to their accumulated points. Points can also be used as extra points in the audition for the member of Dormitory Service Committee.

第八條 累計扣點達 20 點以上者，由宿舍管理單位進行約談輔導，並依實際需要通知其家長（監護人）、導師、國際事務處及校內相關權責單位。

Article 8 Residents who accumulate more than 20 deduction points will be counseled by Dormitory Management Unit, and will notify their parents (guardians), mentors, Office of International Affairs, and other competent authorities if necessary.

第九條 累計扣點達 30 點以上者，勒令退宿且不得再為住宿申請。

Article 9 Residents who accumulate more than 30 deduction points will be ordered to move out the dormitory and cannot apply for the accommodation any more.

第十條 單次 15 點以下之扣點處分且具悔意者，經宿舍管理單位同意，得以愛舍勞動服務折抵扣點，折抵標準為愛舍勞動服務 0.5 小時折抵 1 扣點。

Article 10 Residents who receive the punishment for deducting points below 15 points per time and also show regret for their misbehaviors, may provide voluntary service to offset their points after the approval of Dormitory Management Unit. The redemption standard is set at 0.5 hour of voluntary service for a reduction of 1 point.

伍、加（扣）點標準

V. Rules for adding and deducting points

第十一條 符合下列條件者加 1~5 點：

1. 宿舍相關競賽成績優異。
2. 積極參與宿舍集會或活動。
3. 主動維護、改善公共區整潔。
4. 主動調解、維護住宿生和諧。
5. 其他優良行為者。

Article 11 Adding 1~5 points for residents who meet the following conditions:

1. Excellent results in dormitory-related competitions.
2. Actively participate in dormitory gatherings or activities.
3. Proactively maintain and improve the cleanliness of public areas.
4. Mediate and maintain harmony among residents
5. Other good conducts.

第十二條 符合下列條件者加 6~9 點：

1. 主動維護宿舍安全，有具體貢獻者。
2. 提出具體興革企劃且經採行者。
3. 其他重大優良行為者。

Article 12 Adding 6~9 points for residents who meet the following conditions:

1. Maintain the safety of the dormitory and have evidence that can prove the contribution.

2. Propose innovative plans and have them implemented.
3. Other great and important conducts.

第十三條 凡有以下行為經查屬實者，扣 1~5 點：

1. 將私人物件置於公共空間，影響觀瞻或通行。
2. 破壞環境整齊、清潔。
3. 使用公共設備（施）未立即還原。
4. 未將機車、腳踏車輛停放於規定區域內。
5. 未按時繳交、歸返相關文件資料或公物。

Article 13 Deducting 1~5 points for residents who meet the following conditions:

1. Put personal belongings in public areas which have an unpleasant sight or block the passage.
2. Destroy the neatness and cleanliness of the environment.
3. Public facilities are not restored immediately after use.
4. Parking a motorcycle or bicycle outside of the designated area.
5. Do not submit or return relevant documents or public property on time.

第十四條 凡有以下行為經查屬實者，扣 6~10 點：

1. 未經宿舍管理單位核准，遷移或互調寢室床位
2. 訪客時間內，未經登記，於宿舍內容留訪客；訪客為他棟宿生，亦同。
3. 8 時至 23 時間，喧嘩嬉鬧及其他噪音，影響公眾安寧之行為，經勸導仍未改善。
4. 因個人因素借用備用鑰匙，每個月超過三次者，並得連續扣點。
5. 宿舍寢室安全暨衛生普查經複查後，仍未改善者。

Article 14 Deducting 6~10 points for residents who meet the following conditions:

1. Change or switch beds with other residents without the permission of Dormitory Management Unit.
2. Let guests (including residents from other dormitories) stay in the dormitory without registering first.
3. Play and make noises from 8:00 to 23:00 that disturb other residents and do not improve after getting warned.
4. Exceeding three times of borrowing spare keys per month due to personal reasons may result in consecutive point deductions.
5. Do not improve the sanitary condition of their rooms after being reexamined by the dormitory sanitation supervisor.

第十五條 凡有以下行為經查屬實者，扣 11~15 點：

1. 私自引介商販至宿舍販賣物品。

2. 在宿舍內持有或使用電鬚刀、整髮器、檯燈、充電器、電扇、小型收錄音機、電腦(含周邊必要器材)、捕驅蚊器、吹風機以外之電器；但事先經宿舍管理單位申請核准通過之電器用品不在此限。
3. 在宿舍內抽菸。
4. 擅自加裝、修改、破壞線(管)路。
5. 寢室內飼養寵物。
6. 破壞、占用、耗損公物(設施)。
7. 住宿生於宿舍常規說明會缺席，且未參加補訓。
8. 23 時至隔日 8 時間，喧嘩嬉鬧及其他噪音，影響他人作息之行為，經勸導無效。

Article 15 Deducting 11~15 points for residents who meet the following conditions:

1. Bring vendors in the dormitory to sell products.
2. Possession or use of electrical appliances except electric razors, curling wands, lamps, chargers, electric fans, small radios, computers (including necessary peripherals), mosquito repellents, and hairdryers within the dormitory. However, electrical appliances approved by Dormitory Management Unit through prior application are not subject to this restriction.
3. Smoke in the dormitory.
4. Install, modify or damage the pipeline of the dormitory.
5. Keep pets in the dormitory.
6. Damage, occupy and overuse public facility or property.
7. Absence from the meetings about the dormitory regulations and failure to participate in makeup training.
8. Play and make noises from 23:00 to 8:00 (the next day) that disturb other residents and do not improve after getting warned.

第十六條 凡有以下行為經查屬實者，扣 16~20 點：

1. 非訪客時間，於宿舍內容留訪客；訪客為他棟宿生，亦同。
2. 宿舍管理單位執行公務時，不配合指揮、勸導或態度惡劣者。
3. 於公共廚房外炊膳。
4. 宿舍消防演習或訓練時缺席，且未參加補訓。

5. 未能配合宿舍各期離宿作業規定遷出或完成離宿手續。

前項第一款容留訪客逾 0 時至 6 時者，視同未經宿舍管理單位核准留宿，依本校宿舍輔導與管理辦法第五條規定辦理。

Article 16 Deducting 16~20 points for residents who meet the following conditions:

1. Let guests (including residents of other dormitories) stay in the dormitory during non-visiting hours.

2. Refusing to cooperate, follow instructions, or displaying a negative attitude when Dormitory Management Unit is carrying out official duties.
3. Cooking outside of the public kitchens.
4. Absence during dormitory fire drills or training sessions and failure to participate in makeup training.
5. Do not follow the regulations of the check-out procedure.

Non-visiting hours include 0:00 to 6:00. Let guests stay overnight without the approval of Dormitory Management Unit, residents will be handled in accordance with Article 5 of “National Taipei University Student Dormitory Guidance and Management Regulations.”

第十七條 凡有以下行為經查屬實者，扣 21~29 點：

於宿舍區內涉及性騷擾或性霸凌，經本校性別平等教育委員會調查確定屬實。

Article 17 Deducting 21~29 points for residents who meet the following conditions:
Involvement in sexual harassment or bullying within the dormitory area, as determined by the investigation of Gender Equity Education Committee of NTPU.

陸、 附則

VI. Appendix

第十八條 本要點經學生宿舍服務委員會成員三分之二以上出席，並經二分之一以上議決通過後，陳報學生事務處核定實施，修訂時亦同。

Article 18 After a meeting attended by two-thirds or more of the members of Student Service Committee and receiving approval from over half of the attendees, this guideline shall be submitted to Office of Student Affairs for approval and implementation, and the same applies to amendments.