

國立臺灣師範大學學生宿舍環境整潔檢查作業要點

National Taiwan Normal University

Directives for Student Dormitory Environment Inspection

107年5月9日106學年度第2學期總務會議通過
Passed in the General Affairs meeting in the 2nd Semester of 2017 Academic Year, May 9, 2018

112年5月3日111學年度第2學期總務會議修訂通過
Passed in the General Affairs meeting in the 2nd Semester of 2022 Academic Year, May 3, 2023

113年5月21日112學年度第10次學生事務處處務會議修正通過
Passed in the 10th Office of Student Affairs meeting of 2023 Academic Year, May 21, 2024

114年1月15日113學年度第6次學生事務處處務會議修正通過
Passed in the 6th Office of Student Affairs meeting of 2024 Academic Year, January 15, 2025

一、依據本校學生住宿輔導辦法第七條第三款訂定。1. It is stipulated in accordance with Article 7, Paragraph 3 of the University's "Regulations for Student Dormitory Counseling."

二、藉環境檢查提昇住宿品質，以維護宿舍衛生及安全，期使同學養成良好的生活習慣。2. Maintain dormitory health and safety by conducting environmental inspections to improve the quality of accommodation in order to help students develop good living habits.

三、檢查項目及整潔標準：3. Inspection categories and cleanliness standards:

因各宿舍環境空間配置不同，各棟宿舍檢查項目及整潔標準由學生住宿服務中心輔導學生宿舍委員會訂定後公告之。The inspection categories and cleanliness standards for each dormitory will be determined and announced by the Student Dormitory Committee, based on the specific environment and space of each dormitory, in consultation with Student Housing.

四、實施作業：4. Operating procedures:

(一)檢查流程：依教務處公告之學校行事曆每學期上課開始日後第2週起，每週實施2~3次檢查（校定期中考週、期末考週各檢查1次），並將違規之寢室及項目登記於扣點紀錄表，檢查結果彙整後公告於宿舍公佈欄，作為爾後懲處之依據。(1) Inspection process: Inspections will be conducted 2-3 times per week (once each during the mid-term exam week and the final exam week) starting from the second week after the start of each semester, as stated in the academic calendar announced by the Office of Academic Affairs. The dormitories and violations of the directives will be recorded on the point deduction record form. The inspection results will be compiled and announced on the dormitory bulletin board as the basis for subsequent punishment.

(二)檢查計分：以寢室為檢查單位，每次扣1點，每週扣點累計最高3點。(2) Inspection score: Each dormitory is deemed as one inspection unit, and 1 point will be given for each failed inspection identified, with a maximum of 3 points given per week.

(三)計分查詢：住宿生可至學生住宿申請系統查詢個人學年累計扣點分數。(3) Point Inquiry: Boarding students can check their accumulated points for the academic year through the dormitory

application system.

(四) 申訴作業：公告後，須 7 日內向各宿舍經理進行申訴，逾期不予受理。(4) Appeal process: An appeal must be submitted to the dormitory manager within 7 days after the announcement; otherwise, it will not be processed.

五、懲處規定：5. Disciplinary regulations:

(一) 依本作業要點檢查標準之計分併入個人學年總點數。(1) The inspection point which are given according to the inspection criteria of the Directives should be incorporated into the total points of the academic year for each student.

(二) 學年扣點累計達 10 點，降低下學年住校標準順序 1 順位；學年扣點累計達 20 點，處以勒令退宿。(2) The boarding student with a total of 10 points deducted in one academic year will be 1-level down in priority for applying dormitory accommodation in the next academic year. The boarding student with a total of 20 points deducted in one academic year will be evicted from the dormitory.

(三) 違規情節嚴重者，則另案依本校學生獎懲辦法處理。(3) Boarding students who violate the dormitory directives seriously will be disciplined in accordance with the University's "Regulations Governing the Rewards and Punishments of Students."

六、本要點經學生事務處處務會議通過，陳請校長核定後實施，修正時亦同。6. These Directives are passed in the Office of Student Affairs meeting and approved by the University President for implementation, same for the amendments.