

National Taiwan Normal University Student Housing Directives for Single Day Student Accommodation

Adopted by the General Affairs Council, Spring semester, 2016 academic year, on May 3, 2017

Adopted by the General Affairs Council, Spring semester, 2022 academic year, on May 3, 2023

Amendments adopted at the Student Affairs Council meeting, Spring semester, 2024 academic year, on March 26, 2025

1. Qualifications for filing an application: All students except for the boarding students of NTNU.
2. Application method: Students should log in to the Student Dormitory Application System of the University Administration System and fill out the single-day accommodation application form seven 7 days before moving in (excluding the day of accommodation).
3. Application result: The Student Housing will have the applicants notified about the application result in writing within three working days, depending on the overall dormitory beds situation.
4. Charges: NT\$350 per bed per day; NT\$400 per set for bedding rental.
5. Payment method: Please pay the fees within the deadline as notified by the Student Housing.
6. Accommodation period: From 15:00 on the accommodation day to 11:00 on the next day.
7. Check-in Procedures: Check in and check out at the dormitory service counter with your student ID and payment receipt presented.
8. The rental bedding includes mattresses, pillows, and quilts. Please prepare your own toiletries. The dormitory does not provide wired Internet access.
9. In principle, each student can apply for 5 days of accommodation per semester. If a student does not stay after applying for the accommodation, it will still be counted in the aforementioned 5-day per semester limit. The student who wishes to increase the 5-day per semester limit may apply for the available beds within 10 days before the move-in date. The application for accommodation days may be made consecutively, but each application is limited to 3 days and 2 nights.
10. The main door of the student dormitory closes at 11:00 p.m. every night and opens at 6:00 a.m. the next morning. The boarding students may tap a temporary card to enter or exit after the main door is closed.
11. Please safekeep your own valuables. The dormitory is not responsible for the safekeeping of your valuables. Those who have the public property in the dormitory damaged or missing must have it compensated for the price.
12. Those who checking-out must have the dormitory bed vacant and all borrowed items and temporary access card and keys returned.
13. Those who have violated the Directives or the Regulations for Student Accommodation will be disqualified for future application for single-day accommodation.

14. Those who have paid but wish to cancel the accommodation should have the Student Housing notified during working hours 3 days before check-in at the latest, and come to collect a full refund within 7 days with the payment receipt presented. Those who have the accommodation cancelled 2 days before check-in or who have not checked in will receive no refund, and the application qualification for that semester will be cancelled if the cancellation occurs twice in total. If a student is unable to stay in the accommodation due to a typhoon or force majeure, it will not be counted, furthermore, a full refund or extension can be processed by presenting the payment receipt within 7 days after the day of suspension of work and classes announced by Taipei City Government.
15. The Directives after being resolved by the Student Affairs Office Meeting will be reviewed and announced for implementation by the President, same for the amendments.