

# National Taiwan Normal University

## Directives for the Compensation of Damages to Student Dormitory Properties

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

Amendments adopted at the 10<sup>th</sup> Office of Student Affairs Council meeting, 2023 academic year, on May 21, 2024

Amendments adopted at the 5<sup>th</sup> Office of Student Affairs Council meeting, 2024 academic year, on December 19, 2024

1. The NTNU Directives for the Compensation of Damages to Student Dormitory Properties (hereinafter referred to as the “Directives”) is formulated in accordance with the NTNU Regulations for Student Dormitory Counseling so to cultivate students’ care for public property, establish a group life routine, and save public funds.
2. When the dormitory beds are assigned at the beginning of each academic year, the tenant (boarder) shall sign to confirm that the facilities (public properties) in the dormitory are in good condition upon the completion of the check-in process and shall pay the security deposit of NT\$1,500, which will be refunded after the end of the semester if there is not any damage or shortage occurred.
3. Boarders can check-out the dormitory at the end of the academic year upon the completion of the inspection by the dormitory manager. The damage occurred to the dormitory properties shall be compensated with the price paid from the security deposit [the dormitory equipment (public property) questionnaire is to be prepared by each dormitory independently].
4. Boarders who have vandalized public properties or committed violations during the stay shall pay compensation for the full price. Boarders who have committed a serious violation will be ordered to check out, and the security deposit of NT\$1,500 will be confiscated (with the insufficient fund paid additionally), and then sent to the NTNU Student Rewards and Disciplinary Committee for a disciplinary act.
5. When the determination of damage to public properties is in dispute, it will be submitted to the “Damage to Student Dormitory Properties Accreditation Committee” for processing.
6. The “Damage to Student Dormitory Properties Accreditation Committee” is organized as:
  - (1) Convener: Vice President for Student Affairs
  - (2) Members: Director and CEO of the Student Housing, General Services of the Office of General Affairs (one representative), Maintenance and Renovation of the Office of General Affairs (one representative), dormitory counselors, Student Adviser of the party concerned (advising professors or

department head), and the Director General of the Student Dormitory Committee and the Student Dormitory Committee members (two representatives).

7. Compensation procedures: The Student Housing will create a register (as attached) upon confirmation, which shall be announced once it is submitted and approved. The compensation payable shall be deducted directly from the deposits; also, the party concerned or the party's parents will be notified to make payment if there is insufficient security deposit amount to pay for the compensation. Boarders who failed to make compensation payment after being notified are subject to suspension of rights (without the right to apply for dormitory accommodation). The university will take legal actions to demand compensation against the boarders who have left the university due to withdrawal, suspension, expulsion, etc., or who have failed to make compensation payment.

8. Boarders who have caused damages to the public properties in the dormitory (not in the custody of an individual) are obliged to make compensation payment, otherwise, the compensation shall be paid equally among roommates.

9. The NTNU Directives for the Compensation of Damages to Student Dormitory Properties is approved by the Office of Student Affairs Council meeting and will be implemented after being approved by the University President, same for the amendments.

**(This English translation is provided for reference only. The Chinese version shall prevail in case of any discrepancies between the English and Chinese versions.)**

**Damages to Student Dormitory Properties of NTNU Compensation list (applicable when there is sufficient security deposit amount)**

Department	Student ID No.	Room No.	Name	Damaged goods	Security deposit amount	Compensation amount	Balance amount	Compensation date	Remarks
Notes									

## Appendix 2

**Damages to Student Dormitory Properties of NTNU Compensation list (applicable when there is insufficient security deposit amount)**

Department	Student ID No.	Room No.	Name	Damaged goods	Security deposit amount	Compensation amount	Balance amount	Compensation date	Remarks
Notes									

## Appendix 3

**Damages to Student Dormitory Properties of NTNU No-Compensation List**

Department	Student ID No.	Room No.	Name	Damaged goods	Amount	Regulated Compensation date	Remarks
Notes							

Responsible person:

Department Head: