**國立中央大學學生宿舍幹部設置要點**

**Principles in Establishing Student Dormitory Associations, National**

**Central University**

Approved by The Student Affairs Council on June 27, 2002

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1. These guidelines are drawn up in accordance with Paragraph 4 of Article 4 of The Regulation of Student Dormitories in NCU.
2. Goals of the guidelines are: to cultivate students’ autonomous spirit, to maintain dormitory cleanliness and safety of personal belongings, to convey residents’ opinions, and to assist University dormitory management.
3. Core members of students’ dormitories of the next year are elected in the second semester every year. The handover procedure shall be completed before the end of the year. For related matters, please refer to the regulations of Campus Life Assistance Division, Office of Student Affairs (hereinafter referred to as the Division).
4. Establishment of a Dormitory Student Association
5. Each dormitory is composed of one dormitory supervisor and one deputy dormitory supervisor. For dormitories with more than 600 beds, one additional deputy dormitory supervisor will be included.
6. One floor leader will be elected for the floor with more than 80 beds. Floors with less than 80 beds will be combined together as one unit.
7. The duties of the dormitory supervisor, deputy dormitory supervisor, and floor leader are regulated in National Central University List of Core Members’ Duties for Students’ Dormitories.
8. For dormitories of more than one single gender, the number of core members of either gender shall be more than one-third of the number of core members of the dormitory.
9. Qualifications of a Dormitory Student Association
10. The core members shall not be punished with minor demerits (included) and above when studying at NCU.
11. Undergraduate core members shall be students of the first to the third year; postgraduate core members shall be students boarding in postgraduates’ dormitories and students of first to second year in MA programs or those of first to fourth year in PhD programs.
12. Current dormitory supervisors and deputy dormitory supervisors are not allowed to attend the election for the next dormitory supervisors and deputy dormitory supervisors.
13. If no core member is elected after the election has announced to be held twice, the election from the third announcement on is not restricted by the aforementioned item.
14. Election of Core Members of Students’ Dormitories:
15. Dormitory supervisor and deputy dormitory supervisor shall join in the election jointly. Core members of postgraduates’ and undergraduates’ dormitories for students of the second year and above are elected by ballot whereas the core members of the dormitories for undergraduates of the first year are elected by a review board composed of the staff of the Division.
16. If the dormitory supervisors and deputy dormitory supervisors of postgraduates’ and undergraduates’ dormitories for students of the second year and above are not elected after the election has been announced and held twice, from the third announcement on, they will be elected by the review board composed of the staff of the Division.
17. Floor leaders are recruited and elected publically by the elected dormitory supervisors and deputy dormitory supervisors. The proportion of the leaders’ the department and graduate institutes shall be notified.
18. When there is a vacancy for core members for more than a semester, a by-election among the boarders of the said dormitory will be held after an announcement is made by the Division.
19. Rewards and punishments
20. Those serving excellently will be awarded every semester according to The Regulations of NCU Student Rewards and Punishments.
21. Those receiving punishments of minor demerits (included) and above after the Division has announced their being elected will be removed from the position from the date the punishment is announced on.
22. The punishment for those being absent from core members’ training and dormitory opening and closing during the semester without reasons or proved to be lack of competence for the current position with specific evidence will be discussed and conducted by the review board of the Division.
23. The said review board is composed of Chief of Campus Life Assistance Division, Director of Military Instructor’s Office (or a representative of military instructors), one representative of the Division, two representatives of the Student Association, two representatives of dormitory supervisors or deputy dormitory supervisors while Chief of the Division serves as the convener of the board.
24. The elected core members announced by the Division will be exempted from dormitory fees during their terms (exclusive of costs related to air conditioning): Dormitory supervisors and deputy dormitory supervisors are exempted from the total amount of the dormitory fees whereas floor leaders are exempted from one-third of the amount. The beds of the core members of the undergraduates’ dormitories are allocated by the Division based on their duties. Those removed from the position or resigning for personal reasons shall pay for the dormitory fees after they leave office. The beds of the undergraduate core members will be reallocated to proper ones by the Division.
25. The Regulation and its amendment shall be submitted to Student Affairs Council for review and approval before announcement for implementation.