

# 國立雲林科技大學國際學人短期職務宿舍分配及管理要點

## NYUST Directions for Assigning, Lending, and Managing Short-term Faculty and Staff Dormitories for International Scholars

111 年 11 月 22 日 111 學年度第 3 次行政會議審議通過

Revised and approved on November 22, 2022 via the 3rd Administrative Meeting for Academic Year 2022

111 年 11 月 23 日 111 學年度第 1 學期第 2 次校務基金管理委員會審議通過

Revised and approved on November 23, 2022 via the 2nd University Endowment Fund Management Committee Meeting for Academic Year 2022

113 年 3 月 26 日 112 學年度第 7 次行政會議審議通過

Revised and approved on March 26, 2024 via the 7rd Administrative Meeting for Academic Year 2024

113 年 5 月 28 日 112 學年度第 2 學期第 2 次校務基金管理委員會審議通過

Revised and approved on May 28, 2024 via the 2nd University Endowment Fund Management Committee Meeting for Academic Year 2024

114 年 9 月 9 日 114 學年度第 1 次行政會議審議通過

Revised and approved on September 9, 2025 via the 1rd Administrative Meeting for Academic Year 2025

114 年 9 月 16 日 114 學年度第 1 學期第 1 次校務基金管理委員會審議通過

Revised and approved on September 16, 2025 via the 2nd University Endowment Fund Management Committee Meeting for Academic Year 2025

- 一、本校為服務自海外來校任教教師，特提供國際學人短期職務宿舍，依國立雲林科技大學職務宿舍管理要點第十六點規定，訂定本要點。

These Regulations are established pursuant to Article 16 of the NYUST Regulations for Assigning, Lending, and Managing Dormitories for the particular offering of short-term staff dormitories to reinforce the service provided to foreign scholars teaching at National Yunlin University of Science and Technology.

- 二、國際學人短期職務宿舍（以下簡稱本宿舍）配住資格：

Qualifications for staying at the short-term faculty and staff dormitories (the Dormitories) for international scholars are as follows:

- (一) 本宿舍供新聘助理教授以上之外籍專任教師及外籍客座教師，或旅外回國一年內延聘來校任教之助理教授以上專任教師(以下簡稱國際學人)借用。

The dormitories are available for foreign full-time and visiting teachers, assistant professors, and lecturers that are newly hired or those teaching at the University with an extension while they return to the country from overseas within the past year (hereinafter referred to as the “international scholars”).

- (二) 近 3 年平均國際論文篇數 X FWCI 大於 20，或申請時最近一年為全球 Top 2% 學者方得配住。

Faculty members may rent dormitories if their average number of international papers over the past three years multiplied by their FWCI is greater than 20 or if they are among the World's Top 2% Scientists published by Elsevier in the most recent year at the time of application.

- (三) 借用期間為二年。但有特殊需要，且尚有空餘宿舍可供配住，經簽請校長核准者，得延長一年。

Such stays may persist for two years. Notwithstanding, in order to meet special needs and when there are vacant dormitories remaining and available for assignment and lending, once approved by the President of the University, such stays may be extended for one year.

- (四) 依法不得於國內置產之外籍教師，依第二款規定延長借用期間期滿後，欲繼續借用者，應每年簽請校長核准，借用期間為一年，屆滿得再提出申請。

Foreign teachers who are not allowed to buy property domestically pursuant to laws but extend such stays in compliance with the requirements referred to in the second paragraph, upon expiration of the said extension, wishing to continue their stay, then they shall apply for approval with the President of the University on a yearly basis. The stay is granted for one year only, and a new application shall be filed upon expiration.

- 三、本宿舍種類：

Types of the dormitories are as the following:

- (一) 公寓式多房間職務宿舍：申請人須配偶、未成年子女、父母親或身心障礙賴其扶養之已成年子女，隨同任所借用。本類宿舍提供冰箱、電視、冷氣、書桌椅、床、餐桌椅、沙發茶几組、廚具、熱水器、洗衣機等生活設施。

Multi-room apartments: the applicant shall live with his/her own spouse, minor children,

parents or adult children with disabilities that need to be cared for. Living facilities like refrigerators, TV sets, air conditioners, desks with chairs, beds, dining tables with chairs, sofas with coffee tables, kitchenware, water heaters and washing machines, etc. are available in this type of dormitory.

- (二) 套房式職務宿舍：供申請人本人借用。本類宿舍提供冰箱、電視、冷氣、書桌椅、床、餐桌椅、沙發、簡易廚具、熱水器等生活設施。

Suite rooms: they are limited to the use of the applicant him/herself only. Living facilities like refrigerators, TV sets, air conditioners, desks with chairs, beds, dining tables with chairs, sofas, simple kitchenware and water heaters, etc. are available in this type of dormitory.

- (三) 單房間職務宿舍：供申請人本人借用。本類宿舍提供冰箱、電視、冷氣、書桌椅、床、熱水器等生活設施。

Single rooms: they are limited to the use of the applicant him/herself only. Living facilities like refrigerators, TV sets, air conditioners, desks with chairs, beds and water heaters, etc. are available in this type of dormitory.

本宿舍提供之生活設施以堪用為原則，若經評估不堪使用而有需要更新，其配住期間更新費用單房間職務宿舍以不超過十萬元為原則，套房式職務宿舍以不超過十五萬元為原則，公寓式多房間職務宿舍以不超過二十萬元為原則。

The living facilities provided in the dormitories are in a usable condition. When they are found unusable after evaluation and require replacement, an amount of NT\$100,000 for renovation during the contract term is limited to a single-room dormitory, that of NT\$150,000 for a suite-room dormitory and that of NT\$200,000 for a multi-room apartment dormitory.

- 四、國際學人申請本宿舍應檢附戶籍(或足以證明親屬關係之資料)、應聘資料及入境證明等資料經簽核後，送交總務處資產經營管理組(以下簡稱經管組)辦理登記依序候配。

如有特殊情況身分，經專簽核准後，送請職務宿舍管理委員會審議通過者，得優先配住本宿舍。

The international scholars shall complete the application form, attached with their household registration (or information that can verify the kinship), employment data and immigration certification, and the agreement from supervisors of relevant units, and then submit the same to the Property Management Division, Office of General Affairs (hereinafter referred to as the PM Division) for registration. For special circumstances or identities, a special application can be submitted to the Dormitory Management Committee for approval of housing priority.

- 五、借用人接獲核准通知後，應至經管組簽訂宿舍借用契約及辦理公證，並繳交二個月管理費作為保證金後，領取鑰匙。除有特殊原因外，應於十五日內遷入，逾期以棄權論。

Upon getting the approval notice, the borrower shall go to the PM Division to sign a dormitory lease contract, go through the notarization procedure, pay for a management fee for two months as a deposit and obtain the keys. Except for exceptional reasons, the borrower should move in within 15 days. Overdue shall be deemed as a waiver.

- 六、借用人返還宿舍時，應先結清宿舍水、電及瓦斯等費用後，至經管組辦理返還手續。保證金於返還手續完成後，無息退還。但有尚未繳納之水、電及瓦斯等費用，或有設備毀損之修復、空間清潔等費用時，自保證金內扣抵，多退少補。

The borrower shall pay bills of water, electricity and gas, etc. for the dormitory before going through the return procedure at the PM Division. Upon completion of the return procedure, the deposit will be refunded without interest. Bills of water, electricity and gas, etc. and fees of damaged equipment repair and cleaning that are not squared up will be deducted from the deposit. The balances will be paid to either side as the case may be.

- 七、借用人於借用期間屆滿或借用契約終止後，未依規定遷離或返還者，自逾期日起，支付違約金每月新臺幣壹萬元整。

The borrower shall pay a penalty of NT\$10,000 on a monthly basis starting on the overdue date if he/she does not move out or return the dormitory upon expiration or termination of the

contract.

- 八、本宿舍管理費收費基準：每月依職務薪點代扣繳回該職務薪點房租津貼，另依職務宿舍類型收費。

Dormitory management charges: a rent allowance will be withheld from the salary points on a monthly basis. Charges will be based on the type of dormitory.

- (一) 公寓式多房間職務宿舍：每月八千元，借用前二年優惠每月四千元。

Multi-room Apartment: NT\$8,000/month (NT\$4,000/month for the first two years of occupancy)

- (二) 套房式職務宿舍：每月五千六百元，借用前二年優惠每月二千八百元。

Suite Rooms: NT\$5,600/month (NT\$2,800/month for the first two years of occupancy)

- (三) 單房間職務宿舍：每月三千四百元，借用前二年優惠每月一千七百元。

Single rooms: NT\$3,400/month (NT\$1,700/month for the first two years of occupancy)

申請借用後又申請不同種類職務宿舍者，其借用時間合併計算，期限不變。

For applicants who request different types of duty quarters after the initial application, the occupancy periods shall be combined, and the total duration shall remain unchanged.

- 九、本要點未盡事宜，依本校「職務宿舍管理要點」辦理。

Any matters that are not prescribed in these regulations shall be handled according to the NYUST Regulations for Assigning, Lending, and Managing Dormitories.

- 十、本要點經行政會議及校務基金管理委員會審議通過，陳請校長核定後實施，修正時亦同。

These regulations and any subsequent amendments shall be implemented upon approval by the administrative meeting and the Endowment Fund Management Committee prior to submitting to the President. When amendments are made, they may not be sent to the School Fund Management Committee for review, unless they involve adjustments to funds.