

Shih Chien University Military Training Office Q & A

I. National Defense Education Q1: How to apply for "service period reduction"? A1: First, apply for the "Student Transcript" at the Academic Affairs Office. Bring one original and one copy of the transcript to the Military Training Office for processing.

II. Campus Safety Q1: What should I do in case of an emergency accident like a car accident? A1: Call 110 to report the incident and the 24-hour duty line of the Military Training Office: 02-25337582, 0963-512-563 for assistance. Q2: What should I do if I receive a kidnapping or scam call? A2: Parents who receive a kidnapping or scam call about their child (student) should follow the three-step response: "Listen," "Hang up," and "Check." Then call the anti-fraud consultation and reporting hotlines 165 or 110.

III. Student Military Service Q1: How to apply for military service deferment (immediate call-up)? A1:

- **New Students:** Starting from the 113th academic year, new students "do not need" to submit paper applications and related documents. The school will handle it uniformly. However, ensure that (1) registration is completed and (2) the household registration information on the school information system is correct.
- **Transfer, Returning, Extended Study, Immediate Call-Up Students:** Download the "Application Form" from the Military Training Office website, print and fill out the form, attach the enrollment certificate and a copy of the ID card (for those who have served, attach the discharge order), and submit it to the Military Training Office (2nd Floor, Building G) within two weeks after the start of the semester (registration must be completed).

Q2: How to apply for a military service deferment certificate for enrolled students? A2: If a student fails to apply for deferment and receives a draft notice, bring the draft notice and a copy of the ID card to the Military Training Office to apply for deferment and obtain the military service deferment certificate. Then, go to the local township or district office for processing.

IV. Off-Campus Housing Q1: Does the school provide services and information for renting off-campus housing? A1: The Military Training Office website's "Off-Campus Housing Services" provides information on off-campus rentals and offers free standard rental agreements.

V. Other Services Q1: What should I do if I temporarily need a helmet? A1: The Military Training Office provides helmets for borrowing, which must be returned within three days (including the day of borrowing). Q2: What should I do if I lose something? A2: The Military Training Office website offers a lost and found system (limited to the campus network). For valuable items, it is recommended to report to the police.

VI. Student Accommodation (★ represents Female Dormitory 1 and 2, ◎ represents New Dehui and Dehui Dormitory) Dormitory Beds

Q1: Do first-year female students have guaranteed beds?

A1: Due to limited beds in the female dormitories, allocation is based on the number of applicants and distance of residence. There is no guarantee of a bed.

Q2: What should I do if I forgot to apply for a bed?

A2: Please go to the dormitory teacher's office for assistance.

Q3: Can I move or change beds to live with my good friend?

A3: Do not change beds without permission. For personal reasons, please contact the dormitory teacher.

Q4: Where should I send items from home to the dormitory?

A4: ★ To facilitate package collection, ensure the sender clearly indicates the recipient's room number, department, name, and contact number. Bring your student ID to the mailroom to collect.

◎ Dehui Dormitory Address: 2nd Floor, No. 3, Lane 3, Dehui Street, Zhongshan District, Taipei City.

◎ New Dehui Dormitory Address: 10th Floor, No. 7-1, Dehui Street, Zhongshan District, Taipei City.

Q5: What are the bed specifications?

A5: ★ Female Dormitory 1: 6-person rooms, bed size: 6×3 feet.

★ Female Dormitory 2: 4-person rooms, bed size: 6×2.85 feet.

◎ Dehui Dormitory: 2-3 person rooms, bed size: 9×3 feet.

◎ New Dehui Dormitory: 4-8 person rooms, bed size: 9×3 feet.

Q6: Are there any regulations for living in the dormitory?

A6: To maintain order in the dormitory, the "Shih Chien University Student Dormitory Management Regulations" and the "Shih Chien University Student Dormitory Agreement" are established.

Accommodation Fees

Q1: How much are the accommodation fees?

A1: ★ Female Dormitory 1 and 2 (4-person and 6-person rooms): NT\$9,900 per semester (deposit NT\$500).

◎ Dehui Dormitory: 2-3 person rooms NT\$35,000 (deposit NT\$500).

◎ New Dehui Dormitory: 4-6 person rooms NT\$27,000 (deposit NT\$500).

8-person rooms NT\$16,000 (deposit NT\$500).

Q2: Can I withdraw from the dormitory at any time?

A2: ★ Withdrawal can be processed at any time. Fill out the "Accommodation Student Change Form" and submit it to the dormitory manager.

Refunds are not available unless due to leave, transfer, or withdrawal.

◎ International students must stay for at least one year before withdrawing.

Q3: Can low-income or disabled students get priority for beds?

A3: Students with disabilities (with a disability certificate) or low-income households (with official documents) should send the proof documents to the Military Training Office within the specified time.

They do not need to register online for the dormitory lottery and can get priority for beds. Without proof documents, priority registration is not available.

Winter and Summer Accommodation

Q1: Can I apply for accommodation during winter and summer breaks?

A1: ★ Announcements are posted four weeks before the winter and summer breaks. Follow the procedures in the announcement.

◎ Obtain the winter and summer accommodation application form from the Military Training Office and fill it out.

Q2: Do I have to move out during the summer break?

A2: The dormitory undergoes maintenance during the summer break, so moving out is required.

Q3: Can I enter the dormitory during the summer if I didn't apply for summer accommodation?

A3: The dormitory has access control, and entry is not allowed without summer accommodation.

Q4: What happens if I enter the dormitory without applying for summer

accommodation? A4: Violations will result in demerits or disciplinary action, and accommodation fees must be paid. Q5: Can I leave my belongings in the dormitory during the summer if I didn't apply for summer accommodation? A5: The dormitory undergoes maintenance during the summer, and beds are reassigned. Belongings cannot be left in the dormitory.

Dormitory Repairs Q1: How do I request repairs for damaged chairs or other public items? A1: Submit a repair request form to the dormitory teacher, who will handle the repairs. If the damage is caused by the student, repair costs will be charged. Q2: What should I do if repairs are not done after several days? A2: Inform the dormitory teacher to check the repair schedule. Q3: How do I request repairs for a broken network port? A3: ★ Inform the dormitory IT team for repairs. If unresolved, the library and information office will assist. © Submit a repair request to the dormitory teacher.

Dormitory Phone Q1: Who can I call for help with dormitory issues? A1: ★ Dormitory bulletin boards list the phone numbers of dormitory leaders. Dial 8 followed by 3115 or 3117 for the dormitory manager's office. © Dehui Dormitory, New Dehui Dormitory: 02-87519701. Q2: How can I find the school's extension numbers? A2: Check the school's website homepage.

Dormitory Safety and Emergency Handling Q1: What should I do in an emergency in the dormitory? A1: ★ (1) Stay calm and seek help from roommates or floor leaders. (2) Call the dormitory teacher (dial 8 followed by 3115 or 3117). (3) Call the Military Training Office (dial 8 followed by 3722 or 02-25337582). © (1) Report to the dormitory teacher (02-87519701). (2) Report to the Military Training Office (02-25337582).

Q2: What should I do if my belongings are stolen in the dormitory? A2: Confirm the loss and seek help from dormitory leaders or teachers, or ask the Military Training Office for assistance. Q3: What should I do if I find a thief or suspicious person? A3: ★ Inform dormitory leaders or teachers. If no one is available, dial 8 followed by 3722 to the Military Training Office for assistance. © Check the surveillance cameras at the management office. Q4: How should I handle frequent intrusions by the opposite sex in the dormitory? A4: Report directly to the dormitory teacher. Q5: What should I do if I have severe stomach pain, a bad cold, or feel unwell at 3 AM? A5: Seek help from roommates or dormitory leaders, or dial 8 followed by 5115 or 3722.