

# Dorm Room Inspection Procedure of NTHU

Amended and Passed by the Dormitory Administrative  
Committee on 23 May 2007

Secondly Amended and Passed by the Dormitory Admini  
strative Committee on 2 Dec 2010

- I. To implement Article 11 of Dorm Rules for NTHU, this Dorm Room Inspection Procedure of NTHU is established to ensure the safety of dorm students and to maintain the fairness of dormitory assignment.
- II. Dorm room inspection is proceeded by schedule or circumstance.
  - A. Scheduled inspection  
Before the inspection, the idea and way of carrying out will be discussed in the dorm meeting of head residents first. After it is approved, it will be carried out by each dorm instructor (or instructor in General Service Center), head residents and dorm management personnel during a scheduled period within each term.
  - B. Circumstantial inspection  
When receiving reports of unknown people entering the dorm or non-residents living in, dorm instructors (or instructor in General Service Center) are entitled to inspect specific dorm rooms without a prior notice. The procedure of inspection will be reported in the next dorm meeting of head residents.
- III. Procedure of inspection :
  - A. Time of inspection is arranged by each head resident and dorm instructor (or instructor in General Service Center) and informed to dorm management personnel for implementation.
  - B. When inspectors identify themselves and explain the reason of visit, residents should present student ID for identification.
  - C. If residents are out during the inspection, inspectors will leave messages and arrange another visit. If the residents are still not in for the second time, inspectors may enter the dorm room and inspect open spaces such as desks, bookshelves and bunk beds where items can be identified with residents. There will be no search of drawers and closets etc.
- IV. Punishment :
  - A. After the inspectors identify themselves and the reason of visit, residents should let them in and offer ID. If the resident fails to do so, inspectors will report to the dorm meeting of head residents and the violator will be deducted 10 points.

- B. According to article 13 of Dorm Rules for NTHU, impostor and the original residents are required to move out within two weeks without retrieving deposits and lose housing privileges for the next term.
- C. Once the impostor resident is identified as not a student of NTHU, dorm management personnel may report it to the police and supervise the eviction to complete by 5 pm of the next day. Both violators lose housing privileges.

V. Housing appeals

According to **Article 14**, section 2 of Dorm Rules for NTHU, residents may file an appeal to the **Dormitory Administrative Committee** if they do not agree on the punishment or **dorm instructors (or counselors in General Service Center and Division of Student Housing)**, **student staff members and dorm management personnel do not follow the inspection procedure**. If the resident still disagrees on the arrangement of the **Dormitory Administrative Committee**, by procedure the resident may file an appeal to Student Grievance Committee.

VI. The procedure is passed by the first student affairs meeting of academic year 2002-03 (6 Nov 2002).