

國立中山大學學生宿舍區自修室使用要點（B棟自修室）

The principal point of using National Sun Yat-sen University study room of student dormitory (for study room in B building)

一、為維護自修室使用秩序訂定本要點。

二、使用人員以住宿生為主，如空間座位足夠本校學生亦可使用。

三、開放時間：

1. 本自修室 24 小時開放，寒、暑假、3 天以上連假及因特殊情況宿服中心已公告時不開放。

2. 使用前請先至宿服中心借用鑰匙開門，並將鑰匙歸還。

3. 宿服中心值班人員應定時巡查，如發現無人使用應即關閉電源並將門關上反鎖，以利管制。

四、清潔服務員每日上午 6 時實施清潔整理，為避免同學以個人物品佔用座位，影響他人使用權利，對於人不在座位之物品一律視為遺失物集中放置，惟不負保管責任。

五、進入自習室應衣履整齊、保持肅靜、維護環境整潔，並不得聊天喧嘩吵鬧、攜帶飲料食物及在內飲食、吸菸或以物品佔位，並應將行動電話等電訊設備改為振動或靜音，避免影響其他使用者權益之行為。

六、如發現違反使用規定情形時，請通報宿舍服務中心派人勸阻其行為，如有不聽勸導者，即暫停其使用權利並請其離開自習室，以維其他人使用之權利。

七、為配合政府節能減碳政策，冷氣開放時間為每日上午 10 時至夜間 22 時止，惟同時間使用人數需達 3 人以上方可開啟冷氣，最後離開者請隨手關閉電燈、吊扇、冷氣等電源開關。

八、未盡事宜另行補充。

1. The reason of establishing the rule below is to maintain the discipline in study room.

2. The boarders have priority to use the study room, and the remaining seats can be used by the other students.

3. Opening time:

I. The study room is open 24 hours, but in winter and summer vacation, more than 3 days holiday and special situation was not open.

II. Please to the dormitory service center borrow the key to open the door before use, and return the key.

III. Service center on duty should be regularly inspected, if found to be unused should be turn off the power and locked the door.

4. The staff will clean the study room at 6:00 a.m. every day, if someone occupying the seats by personal belongings, will be identified as missing belongings and set it of somewhere, but not responsible for custody.

5. Entering study room should not only wear appropriately, be quiet, and maintain the environment, but also cannot chat loudly, bring food and drinks, eat, smoke, and occupy the seats. To avoid influencing the others, please turn the cell phone to vibrated or silence.

6. If you find a violation of the use of the provisions of the situation, please inform the dormitory service center sent to discourage their behavior, if not listen to persuasion, that is, to suspend the use of their rights and asked to leave the study room to use the rights of others

7. In order to meet the government's policy of energy saving and carbon reduction, Air conditioning is open daily from 10am to 22pm. However, but must have more than 3 people in the room at the same time the air conditioning will allow be open. Finally, please turn off the lights, ceiling fans, air conditioning and other power switch.

8. Other unmentioned rules will be replenished.