

## Tamkang University Student Housing Guidance Section

### 2025 students summer vacation dormitory application notice

1. Eligibility: students staying in Sung-Tao Hall or the Tamkang International Hall during the 2<sup>nd</sup> semester of the 2025 school year. (\*New graduates, suspended students or withdrawing students are not allowed to apply)
2. Application time: 9:00 a.m. of May 19<sup>th</sup> ( Mon.) to 12:00 p.m. of May 29<sup>th</sup>(Fri.)



3. Online Application: <https://forms.office.com/r/6xkx8uk7T1>
4. Summer housing period: 5:00 p.m. of June 22<sup>nd</sup> ( Mon.) to 2:00 p.m. of August 2<sup>nd</sup> (Fri.)
  - Applying for one-month accommodation: **From** June 22, 2025 (Sunday) **to** July 22, 2025 (Tuesday).
  - Applying for two-month accommodation: **From** June 22, 2025 (Sunday) **to** August 22, 2025 (Friday).
5. Accommodation Location:
  - Students originally residing in **Songtao Hall** will continue to stay in **Songtao Hall**.
  - Students originally residing in **Tamkang International House** will continue to stay there.  
\*\*Since the number of beds available in Tamkang International House is limited, if the number of applicants exceeds the available beds, **a lottery will be held to determine bed assignments.**
6. Payment Slip Collection and Payment Method:

(1) Starting from **8:00 AM on June 2, 2025 (Monday)**,

- Students staying in **Songtao Hall** should go to the **Songtao 2nd Hall Office (Z2200)**
- Students staying in **Tamkang International House** should go to the **2nd-floor office of the dorm**  
to collect their **accommodation payment slip.**

(2) Please make the payment **before 4:00 PM on June 10, 2025 (Tuesday)** at the **Cashier Division (Room B304, Business Building)**, and return the **dormitory copy** of the receipt to the respective dormitory office.

**Failure to pay on time will be considered a forfeiture of accommodation.**

7. Confirmation date: June 13rd (Fri.) on the Student Housing Guidance Section website.

**8. Check-in Time:**

On **June 22, 2025 (Sunday)** from **5:00 PM to 8:00 PM**, students should go **directly to Songtao Hall or Tamkang International House** to complete the check-in procedure.

**9. Important notices:**

1. Students must **prepare their own bedding and personal toiletries**.
2. When entering or exiting the dorm, students must follow the **“One Person, One Card”** policy by scanning their card to prevent unauthorized entry.
3. Summer residents must **read and follow** the *“Tamkang University Tamsui Campus Dormitory Regulations”*, *“Summer Accommodation Regulations”*, and all other relevant rules. **Violations may result in dorm service penalties or disciplinary actions** according to university policies.
4. During the summer stay, shared refrigerators and kitchen appliances on each floor will not be available for use.
5. A designated **luggage storage area** will be arranged for summer residents **before move-in**. Luggage may only be placed in approved areas, **not in restricted zones** as outlined in the dorm closing notices, and **each person is limited to a set number of items**.
6. After the summer stay ends, if the resident has been assigned a bed for the **2025 academic year**, they may place **up to 4 pieces of luggage** in the designated **summer resident storage area**.  
Luggage **must not be placed in restricted areas** as stated in the dormitory closure notice, and **shared limits apply**.
7. For more details, please refer to:
  - “2025 Summer Dormitory Move-in Guidelines”
  - “2025 Summer Dormitory Move-out Guidelines”.

**10. Move-out:**

At the end of the accommodation period, students must complete the move-out procedure. This includes **clearing all personal belongings from their area**, having the space **inspected and approved by staff**, and **returning the room card and key**. Once these steps are completed, the move-out process is considered finished.

### 11. Summer Accommodation Fee:

Starting from **August 1, 2025**, the **new fee rates** will be applied.

#### (一) Sung-Tao Hall

Room Type	4 person shared room		
Fee Types	One month stay June 22 to July 22, 2025	Two months stay June 22 to Aug. 22, 2025	
Dormitory Fee	NTD 2,865 per person	June 22 to July 31	August 1 to August 22
		NTD 3,729	NTD 2, 244
Deposit	NTD 500 per person	NTD 500 per person	
Total	NTD 3, 365 per person	NTD 6, 473 per person	

#### (二) Tamkang International Hall

Room Type	3-4 people per room		
Fee Types	One month stay June 22 to July 22, 2025	Two month stay June 22 to Aug. 22, 2025	
Cleaning Fee	NTD210 per person	June 22 to July 31	Aug 1 to Aug 22
		NTD210 per person	
Dormitory Fee	NTD 4,813per person	NTD 9,625 per person	
Management Fee	NTD 750 per person	NTD 1,500 per person	
Deposit	NTD 1,250 per person	NTD 2,500 per person	
Water, Electricity and AC Fee	NTD 1,500 per person	NTD 1,950 per person	NTD 1,540 per person
Total	NTD 8, 523 per person	NTD 17, 325 per person	