宿舍服務中心
115 學年度第 1 學期原宿舍續住申請須知

115.03.17

一、申請資格與檢附文件

1. 申請資格：**現住校內宿舍之在學學生。**

2. 申請修業年限規定（**以 115 學年度之系級為基準**）：

   大學部一～四年級；研究所碩士一～二年級、博士：一～三年級。

3. 如為身心障礙學生請檢附身心障礙手冊；低收入戶子女請檢附 115 年縣市政府核發之低收入戶證明；現役軍人子女請檢附軍人身分證、父母與子女戶籍謄本或身分證，掃描寄至本中心電子信箱審核。

4. 如戶籍資料與原始資料不符請檢附戶籍謄本（為確認設籍 1 年以上，其記事欄不可省略），掃描寄至本中心電子信箱審核。

5. 本次續住作業限<mark>原宿舍</mark>，採**先抽籤，再**<mark>房型</mark>**志願選填，最後分發**；中籤者，請指派室長進行志願選填作業，選擇室友及宿舍房型，志願以三個為限，如無志願選填或資料不全者由學校安排。

   ◆ 宿舍服務中心電子信箱：dsc20201020@gmail.com

   ◆ 輔仁大學學生資訊入口網，網址：
     https://portal.fju.edu.tw/student/

   ◆ 輔仁大學宿舍服務資訊網，網址：
     https://dorm.fju.edu.tw/dormstu/#/home

   ◆ 輔仁大學宿舍服務中心網站，網址:
     https://dsc.fju.edu.tw

   ◆ 台新銀行學雜費入口網，網址：
     https://school.taishinbank.com.tw/PORTAL/Auth/Login.aspx

二、時程表

日期	項目	說明
03.23（一）08:0 至 03.29（日）16:00	原宿舍 住宿申請	須以單一帳號（LDAP）至以下兩項系統完成登錄，**逾期不予受理**： 1. 輔仁大學學生資訊入口網→校內系統選單→學生資訊管理系統→登入後，請確認基本資料表正確無誤，未填寫**學生行動電話**欄位將無法申請。 2. 輔仁大學宿舍服務資訊網→住宿申請作業→申請住宿登記。
04.09（四）16:00	抽籤公告	請至宿舍服務資訊網或宿舍服務中心網頁查詢。
04.10（五）08:0 至 04.13（一）16:00	房型 志願選填	須以單一帳號（LDAP）至宿舍服務資訊網完成登錄。 1. 請指派**室長**進行志願選填作業。安排室友（互為本次申請有中籤）以**完整單位**為原則（如三人為一組，則認定志願房型為三人房）。房型區分為大學部和研究所。 2. 志願以三個為限，如無志願選填或資料不全者由學校安排，**結果依實際為準**。 3. **志願選填資料送出後無法再修改，請審慎考量。**
04.23（四）16:00	床位公告	請至宿舍服務資訊網登入後，查詢床位。
04.23（四）至 04.29（三）	繳住宿費	1. 繳費單至台新銀行學雜費入口網下載。 2. 逾期未繳款者，即取消床位，不再另行通知。 3. 辦理**住宿貸款**或**校內宿舍住宿費低收入戶補助**者，務必於繳費截止前繳納**保證金**，以保留床位。
07.03（五） 10:00～17:00 07.04（六）至 07.05（日） 每日 9：00～17：00	入住 宜聖宿舍	須備妥並繳交予各宿舍櫃台： 1. 已繳費之住宿繳費單憑證 2. 個人電匯授權同意書（至宿舍服務資訊網設定退費帳號後下載） 3. 學生本人之郵局存摺封面（含帳號那面）影本（為確認是否為本人資料，請勿提供金融卡影本） 4. 用作門禁使用之學生證（悠遊卡）
09.11（五）至 09.13（日） 每日 9：00～17：00	入住 一般宿舍	**宜聖學苑採行學年制，住宿期間為 115.07.03（五）10:00～115 學年度第 2 學期規定退宿日。

Fu Jen Catholic University Dormitory Service Center
Original Dormitory Renewal Application Instructions for Fall Semester 2026
(The First Semester of 2026 Academic Year)

03.17.2026

I. Application Qualifications and Required Documents:

1. Application qualifications: **Students currently living in on-campus dormitories** are eligible to apply.

2. Application Grade-level conditions **(based on the department level in 2026 academic year)**:

   A) **Undergraduate students: 1st to 4th year students**

   B) **Graduate students: 1st to 2nd year of the Masters' program**

   C) **Doctoral students: 1st to 3rd year of the Ph.D. program**

3. Students with disabilities are kindly requested to provide a copy of their disability identification card, and students from low-income families are kindly asked to submit a certificate of low-income status issued by the local government. Students of active-duty military personnel must provide a military ID, along with a household registration transcript or ID showing the parent-child relationship. Please scan and send these documents to the center's email address for review.

4. If the household registration information does not match the original documents, please provide a copy of the household registration transcript (to confirm that residence has been established for over one year, with no missing details). Please scan and send these documents to the center's email address for review.

5. The renewal application is **limited to original dormitory**, the renewal process will begin with a lottery, followed by the selection of dormitory preferences and room assignments. Those who win the lottery, please assign the room representative to complete the preference selection process and select roommates and dormitory room types. If no preferences are selected or the information is incomplete, the school will assign a bed based on availability.

   ◆ Dormitory Service Center Email:dsc20201020@gmail.com

   ◆ Fu Jen Catholic University Student Information Portal website:
   https://portal.fju.edu.tw/student/

   ◆ Fu Jen Catholic University Dormitory Service website:
   https://dorm.fju.edu.tw/dormstu/#/home

   ◆ Fu Jen Catholic University Dormitory Service Center website:
   https://dsc.fju.edu.tw

   ◆ Taishin Tuition Payment portal:
   https://school.taishinbank.com.tw/PORTAL/Auth/Login.aspx

II. Schedule:

Date	Item	Details
03.23(Mon) 08:00 - 03.29(Sun) 16:00	**Residency renewal: Application** ==(Limited to original dormitory)==	Residents use LDAP account to log into the following two systems: **Late registration will not be accepted.** 1. **FJCU Student Portal**→ System Menu → Student Information Management System→ After logging in, please confirm that your basic information is correct. Applications will not be accepted if the student's ==Mobile Phone Number== is not filled in. 2. **FJCU Dormitory Service website** → Dormitory Application Progress → Apply for Dormitory Registration.
04.09(Thu) 16:00	**Renewal: Lottery**	Residents can check the FJCU Dormitory Service website or the website of the Dormitory Service Center.
04.10(Fri) -04.13(Mon)	**Renewal: Preference selection**	Residents can login to the FJCU Dormitory Service website with their LDAP account to choose preferences. **Late submissions will not be accepted.** 1. Please assign the room representative to complete the preference selection process. If you want to choose a roommate (who is also on the waiting list), the arrangement will follow the complete group principle (for example, a group of three will be assigned to a three-person room). Room types are divided by undergraduate and graduate/doctoral students. 2. You can choose up to three dormitory preferences, If you don't select any preferences or provide incomplete information, the school will assign you a bed based on availability. 3. The preference selection information cannot be modified after submission, so please consider carefully.
04.23 (Thu) 16:00	**Renewal: Bed reservation**	The results will be announced on the FJCU Dormitory Service website.
04.23(Thu) -04.29(Wed)	**Renewal: Fee payment**	1. Students can download the payment form from the Taishin Tuition Payment Portal. 2. Late payments will result in cancellation without further notice. 3. Those applying for a **dormitory loan** or **low-income housing subsidy** must pay their deposit before the payment deadline to secure their bed.

07.03(Fri) 10:00-17:00
 	
07.04(Sat)-7.05(Sun) Every day between 09:00-17:00
	Check-in for Year-based residency (Yi-sheng Dormitory)	Those checking in must submit:
		  A) Proof of fee payment
		  B) A letter of authorization for personal wire transfer
		  C) A copy of their post office passbook cover (showing the account number).
		  D) The student ID card (EasyCard) is used as an access card.
		● Yi-sheng Dormitory follows an academic year system, with accommodation from July 03, 2026 until check-out date for the second semester of 2026 academic year.

09.11 (Fri) -09.13(Sun) Every day between 09:00-17:00	**Check-in for Semester-based Residents**	