

住宿申請

Dormitory Application



Date of Issue : 2026.03.17

FJCU Student Portal



學生資訊入口網

登入

Language

個人儀表板

校內系統選單

System Menu

課程 · 學習

- 選課系統
- 彈性課程專區
- 暑修課程專區
- 全人教育課程選課條
- 學生選課資訊網
- 開課資料查詢
- 課程大綱 (查詢)
- 課程大綱
- 各系通識排除課程查詢
- 全人課程選填志願系統
- 選課清單
- iCAN教學平台 (僅供查詢下載使用)
- TronClass 教學平台
- 教學評量暨教學互動平台
- 智能度檢測系統

學籍 · 成績

- 學生資訊平台
 - 新生入學專區
 - **學生資訊管理系統**
 - 畢業生離校系統

Student Information Management System

學費 · 獎助學金

- 工讀助學金年度扣繳憑單查詢
- 學雜分費專區

生活 · 社團

- 電子投票系統
- 學生手札
- 學生住宿服務
- 學生社團
 - 管理系統
 - 也預約系統
- 愛校建言

網路 · 服務

- 課外學習歷程紀錄分享平台
- 學生證照管理系統

Student Information Management System

輔仁大學 Fu Jen Catholic University
學生資訊管理系統

您好，歡迎使用本系統。【退出】

輔仁大學首頁 · 學務處 · 教務處 · 總務處 · 軍訓室 · 學生宿舍

新生入學重要行事表

- 日程表
- Schedule for New Students

填寫表格概要說明

- 系統專覽概要
- 填寫示範播放
- 表格填寫步驟及說明

表格填寫完成進度

- 查詢已填表格

填寫表格種類

- 必填表格
 - **基本資料表** *每學期須核對*
 - 健康資料表
 - 心理衛生自我檢測量表

申請表格

- 住宿申請表
- 就學優待減免補助申請
- 教育部共同助學措施申請
- 就學貸款申請

新生注意事項

- 開學典禮暨輔導教育須知
- 新生各院報到位置圖
- 師長的叮嚀

註冊須知

- 1061 日間部新生
- 1061 日間部學士班轉學生

學生資料維護

登入帳號 使用者姓名
登入部別 權限狀態

當學期個人住宿住址資料(含英文姓名) 學生基本資料(一) 學生基本資料(二)

個人基本資料維護

* 表示必填欄位，完成後儲存並再點選確認鈕，才算真正完成個人在校期間住宿住址資料登錄作業

英文姓名

請同學依據護照上所載之英文姓名填寫 (字母皆大寫)。
英文姓名採中文姓名英文譯音，應與護照相同，未有護照者，請參考外交部中文譯音使用原則。(外交部領事事務局資訊網，網址：<https://www.boca.gov.tw/sp-natr-singleform-1.html>) 範例：黃彬彥 HUANG, BIN-YEN (後面空1格)。

* 就學期間住宿狀況

就學期間住宿地址郵遞區號

就學期間住宿地址

就學期間住宿電話區碼

就學期間住宿電話

就學期間住宿電話分機

* 學生行動電話

* 電子郵件

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.

FJCU Dormitory Service website

Step 1 : Click on Menu

輔仁大學宿舍服務資訊網

☰ 選單列表

menu

輔仁大學宿舍服務資訊網

Fu Jen Catholic University Dormitory Service

News Contact Info



最新消息



常用表單



聯絡資訊

Common Forms

最新消息

New Announcement Matter

查看

公告主題

公告日期

Step 2 : Log in

The screenshot displays the website's interface. On the left, a sidebar contains a user profile icon, a '功能操作' (Function Operation) section with '註冊' (Register) and '登入' (Login) buttons, and a '宿舍公佈欄' (Dormitory Notice Board) section. The '登入' button is highlighted with a red box. A red 'Log in' label is overlaid on the sidebar. The main content area features a header with a menu icon and '選單列表' (Menu List), a large background image of a modern lounge, and the title '輔仁大學宿舍服務資訊網' (Fu Jen Catholic University Dormitory Service) with its English translation. Below the title are three icons for '最新消息' (Latest News), '常用表單' (Common Forms), and '聯絡資訊' (Contact Information). At the bottom, a '最新消息' (Latest News) section is visible, with a table header containing '查看' (View), '公告主旨' (Announcement Title), and '公告日期' (Announcement Date).

選單列表

使用者 功能操作

註冊 登入

選單列表

宿舍公佈欄

Log in

選單列表

輔仁大學宿舍服務資訊網
Fu Jen Catholic University Dormitory Service

最新消息 常用表單 聯絡資訊

最新消息
New Announcement Matter

查看 公告主旨 公告日期

Step 3 : Click on Dormitory Application Procedures

使用者 功能操作

姓名：
身分：**在校生**

選單列表

- 宿舍公佈欄
- 個人住宿紀錄
- 住宿申請作業**
- 個人住宿資訊

Personal Dorm Information

News Announcement

Personal Dorm Record

Dormitory Application Procedures

最新消息 常用表單 聯絡資訊

最新消息
New Announcement Matter

查看	公告主旨	公告日期
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Step 4 : Click on Applications for Dormitory Procedures

🏠 首頁 > 住宿申請作業

First Semester



第一學期

住宿相關作業申請

Apply

Summer break
(full period)



暑假(全期)

住宿相關作業申請

Summer break
(first half period)



暑假(前半期)

住宿相關作業申請



Step 5 : Apply for Dorm

輔仁大學宿舍服務資訊網
Fu Jen Catholic University Dormitory Service

第一學期

查看各階段作業及開放時間

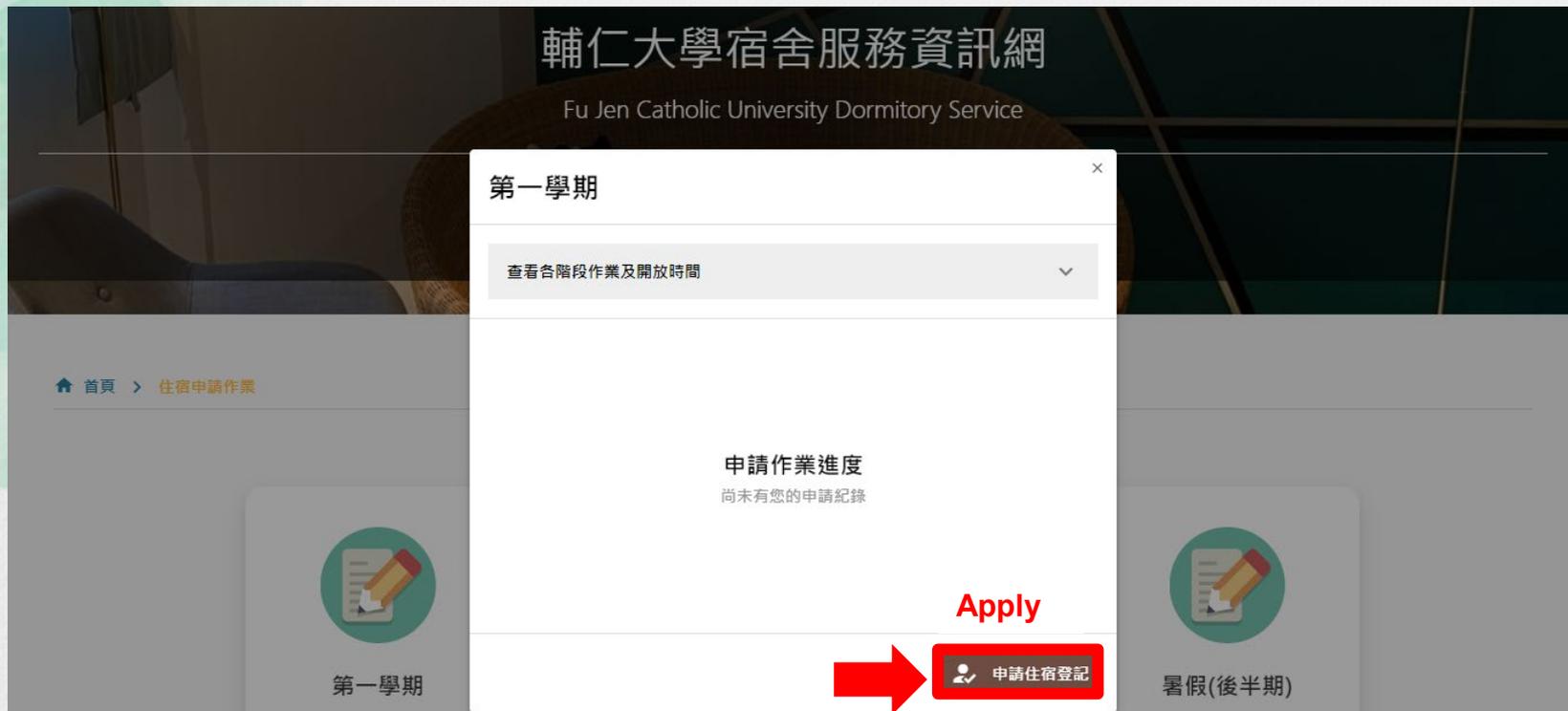
申請作業進度
尚未有您的申請紀錄

Apply

申請住宿登記

第一學期

暑假(後半期)



Step 6 : Please read the Guidelines for Dormitory Applications

申請住宿登記

Guidelines for Application Work (check all the boxes to get to the next step)
住宿申請注意事項 (逐一詳閱後勾選・始可進入下一步)

1. Please log in to the FJU student information management system by using your LDAP account to complete registration. This will be used as the applicant's information when applying for accommodation.
2. Based on emergency management requirements, the dormitory reserves the right to reassign rooms during the stay. If this occurs, applicants will be required to move out and cannot refuse.
3. The bed allocation is according to Fu Jen Catholic University Dormitory Administration Rules and Regulations; new students will be assigned dormitory beds by the school. Agree to Apply for the dormitory means you agree to follow the Dormitory Administration Rules and Regulations. Signing the agreement will take place during the check-in procedure
4. New student: Beds will be assigned by the school.
Current student: Bed allocation follows a lottery system, with roommates assigned after successfully securing a dormitory through the draw. Once assigned to a dormitory, residents can participate in roommate selection and express their dorm preferences. Those who choose their roommates are not allowed to change them throughout the duration of their stay.
For winter and summer break dormitory applications, bed assignments will be arranged by the school.
5. For individuals with special needs, please send the files of relevant proof to the Dormitory Service Center email. Beds won't be guaranteed for individuals who fail to submit complete documentation or do not pass the review process. The application will be handled according to the standard procedure for general students.
6. Information related to accommodation will be sent to your school email. Please ensure that your school email is regularly checked to avoid compromising your rights. If the recipient's email isn't your school email, please refer to the campus email setup instructions.

住宿登記

Step 7 : Apply

輔仁大學宿舍服務資訊網
Fu Jen Catholic University Dormitory Service

第一學期

申請住宿登記 Apply for Dorm

Guidelines for Application Work (check all the boxes to get to the next step)

- 住宿申請注意事項 (逐一詳閱後勾選, 始可進入下一步)
- 住宿登記

是否有申請住宿貸款 Have you applied for a loan? 是否使用輪椅 Do you use a wheelchair?

否 YES/NO 否 YES/NO

住宿身分別 Status 戶籍地址在台北、新北、桃園及基隆等地區以外。

Please choose Foreign students, exchange students

確認上述資料無誤

Confirm that the above information is correct

Return
返回 確認送出

第一學期 申請住宿登記 暑假(後半期)

住宿相關作業申請 住宿相關作業申請 住宿相關作業申請 住宿相關作業申請

Complete !

輔仁大學宿舍服務資訊網
Fu Jen Catholic University Dormitory Service

第一學期

查看各階段作業及開放時間

申請作業進度
您已申請完成，等候資格抽籤中

遠遊生 無申請住宿食致 無輪椅需求

戶籍地址在台北、新北、桃園及基隆等地區以外。

取消住宿登記

第一學期 暑假(後半期)

住宿相關作業申請 住宿相關作業申請 住宿相關作業申請 住宿相關作業申請

Friendly Reminder

(for domestic students only)

If you fall under any of the categories listed below, you must scan and email the required supporting documents to the designated email address. Those who fail to submit complete documents or whose documents are not approved will be processed as general applicants.

Eligible Categories & Required Documents

1. Students with Disabilities: Disability Identification Card

2. Students from Low-Income Households

Low-Income Household Certificate issued by the city/county government
(Certificates issued by village/neighborhood offices are not accepted.)

3. Students from Outlying Islands: Household Registration Transcript
(must show at least one full year of residency; full record cannot be omitted)

Dormitory Service Center Email: dsc20201020@gmail.com



Step 8 : Dormitory Preference Selection

第一學期

查看各階段作業及開放時間

申請作業進度

您已取得住宿資格，請依意願進行住宿志願選填

Dormitory Preference Selection

住宿志願選填

第一學期

住宿相關作業申請

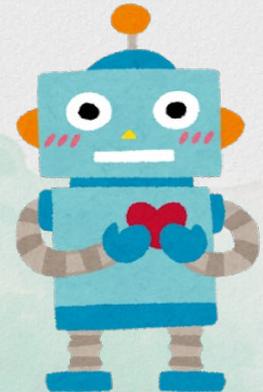
暑假(後半期)

住宿相關作業申請

Friendly Reminder

- **Individual Applicants:** Please fill in your preferences directly. Refer to pages 15–18.
- **Group Applicants:** A room representative must be assigned.
Room representative:
Refer to pages 19–21 and pages 25–28.

Non–Room representative:
Refer to pages 22–24.



Step 9 : Don't apply to be the room representative

- **Reminder: Since the available beds for waiting list are scattered and distributed across various dormitories, it's recommended to directly select your dormitory preferences.**

The screenshot shows a web interface with a modal dialog box. The dialog box has a question mark icon at the top and the following text: "Do you want to apply to be a room representative?", "是否申請擔任室長", "Only the room representative needs to choose roommates", and "只有室長才可以自行安排室友嘍". There are three buttons: a blue button "可...可惡·這好難選·我想要再猶豫一下", a red button "我就邊緣沒朋友啦·直接選填志願我驕傲", and a blue button "室長是我·邀滿同住人數並填寫學號交給我". A red arrow points from the red button to the text "I have no friends, only choose the preference and pray for it".

Do you want to apply to be a room representative?

是否申請擔任室長

Only the room representative needs to choose roommates

只有室長才可以自行安排室友嘍

可...可惡·這好難選·我想要再猶豫一下

我就邊緣沒朋友啦·直接選填志願我驕傲

室長是我·邀滿同住人數並填寫學號交給我

I'll think about it

I have no friends, only choose the preference and pray for it

I'm the room representative, hand me the student IDs

Step 10 : Preference Order

住宿志願選填

Building Code	Room type	Fee	Deposit	Total
區域代碼	學苑房間類型	住宿費	保證金	總金額
Xin-Yi Dorm Room for 3 People				
<input checked="" type="checkbox"/>	JJ 信義學苑三人房	9140	3000	12140
He-Ping Dorm Room for 3 People				
<input checked="" type="checkbox"/>	KK 和平學苑三人房	9140	3000	12140

已選擇3筆 1-4/4

1.信義學苑三人房 2.和平學苑三人房

Cancel 取消 Confirm 確定

Step 11: Confirm

- **Reminder: Once submitted, no changes can be made. Please review carefully before sending.**



Complete

第一學期

查看各階段作業及開放時間

首頁 > 住宿申請作業

申請作業進度

志願選填已完成，請靜候分發結果

志願	學苑房間類型	住宿費	保證金	總金額
1	信義學苑(JJ)	9,140	3,000	12,140
2	和平學苑(KK)	9,140	3,000	12,140

第一學期

住宿相關作業申請

Room representative

Step 9 : Apply to be the room representative

Reminder: Roommate arrangements are based on complete groups (e.g., if three students apply together, their preferred room type will be treated as a **triple room**). Please consider carefully before submitting.

The screenshot shows a mobile application interface for room selection. At the top, there is a question mark icon. Below it, the text asks '是否申請擔任室長' (Do you want to apply to be the room representative?) and explains '只有室長才可以自行安排室友嘍' (Only room representatives can arrange roommates themselves). There are three buttons: a blue one for 'I'll think about it', a red one for 'I have no friends, only choose the preference and pray for it', and a blue one for 'I'm the room representative, hand me the student IDs'. A red arrow points to the bottom button. English annotations in white boxes with red borders explain each option.

是否申請擔任室長

只有室長才可以自行安排室友嘍

可...可惡，這好難選，我想要再猶豫一下

我就邊緣沒朋友啦，直接選填志願我驕傲

室長是我，邀滿同住人數並填寫學號交給我

I'll think about it

I have no friends, only choose the preference and pray for it

I'm the room representative, hand me the student IDs

Room representative

Step 10 : type your roommates' Student ID

The screenshot shows a web application interface with a modal dialog box titled "申請擔任室長及室友安排" (Apply for Room Representative and Roommate Arrangement). The dialog box contains the following elements:

- Header:** "第一學期" (First Semester) with a close button (X).
- Text:** "申請擔任室長及室友安排" (Apply for Room Representative and Roommate Arrangement) with a close button (X).
- Instructions:** "請依房型設定除本人外的相應人數之室友，輸入學號後請按Enter，才算輸入完成。若未完成室友安排作業，將由系統安排床位。" (Please set roommates according to the room type, excluding yourself. After entering the student ID, press Enter to complete the input. If the roommate arrangement is not completed, the system will arrange the bed.)
- Form Fields:**
 - A blue button labeled "室長申請人：509152497" (Room Representative: 509152497).
 - A dropdown menu for "房型人數" (Room Type) currently set to "三人房" (3-person room).
 - A text input field for "輸入室友學號" (Enter roommate student ID) containing "507072071".
- Buttons:** "取消" (Cancel) and "新增" (Add) buttons.
- Footer:** "住宿志願選擇" (Accommodation Preference Selection) button.

The background of the application shows a navigation bar with "首頁 > 住宿申請作業" (Home > Accommodation Application) and several application buttons for "第一學期" (First Semester), "暑假(後半期)" (Summer Vacation (Second Half)), and "住宿相關作業申請" (Accommodation Related Application).

Room representative

Step 11 : Wait for your roommate to confirm

➤ **Reminder:** Please check your **school email** for the roommate confirmation notice.

第一學期

查看各階段作業及開放時間

申請作業進度

您已取得住宿資格，請依意願進行住宿志願選填
室友核對確認中 - 三人房

操作	身分	姓名	學號	狀態
	室長	賴 宇	509071564 日文三甲	已確認 2022-08-09 14:23:44
	室友	郭 恩	509180145 文服學程三	尚未確認
	室友	陳 義	509180236 文服學程三	尚未確認

第一學期

暑假(後半期)

住宿相關作業申請

Non-Room representative

Step 8 : Check

第一學期

查看各階段作業及開放時間

申請作業進度

您已取得住宿資格，請依意願進行住宿志願選填
室友核對確認中 - 三人房

操作	身分	姓名	學號	狀態
	室長	賴宇	509071564 日文三甲	已確認 2022-08-09 14:23:44
	室友	郭恩	509180145 文服學程三	尚未確認
	室友	陳義	509180236 文服學程三	尚未確認

第一學期

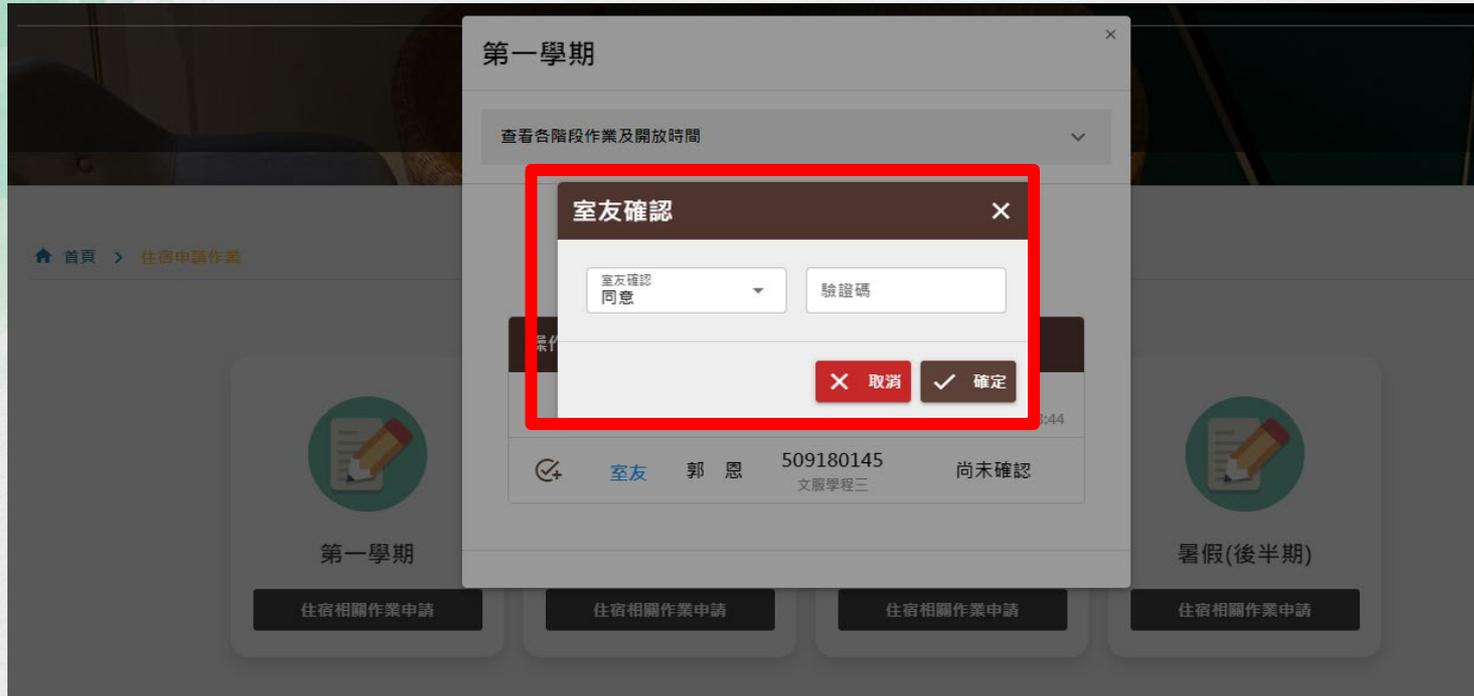
暑假(後半期)

住宿相關作業申請

Non-Room representative

Step 9 : Type the Identify number

Reminder: Please check your **school email account** (student ID@cloud.fju.edu.tw) for the **roommate confirmation notice**.



Non-Room representative

Complete

The screenshot shows a web application interface with a modal window titled '第一學期' (First Semester). The modal contains a dropdown menu for '查看各階段作業及開放時間' (View assignment and release time for each stage) and a section titled '申請作業進度' (Application progress) with the text '您已取得住宿資格，請依意願進行住宿志願選填' (You have obtained accommodation qualifications, please fill in your accommodation preferences according to your wishes) and '室長住宿志願選填中' (Room leader accommodation preferences are being filled in). Below this is a table with the following data:

操作	身分	姓名	學號	狀態
	室長	賴 宇	509071564 日文三甲	已確認 2022-08-09 14:23:44
	室友	郭 恩	509180145 文脈學程三	已確認 2022-08-09 14:44:04
	室友	陳 義	509180236 文脈學程三	已確認 2022-08-09 14:44:04

The background interface includes a breadcrumb '首頁 > 住宿申請作業', a '第一學期' button with a pencil icon, and four '住宿相關作業申請' (Apply for accommodation-related assignments) buttons.

Room representative

Step 12 : Preference Order

第一學期

查看各階段作業及開放時間

申請作業進度

您已取得住宿資格，請依意願進行住宿志願選填
室長住宿志願選填中

操作	身分	姓名	學號	狀態
	室長	賴 宇	509071564 日文三甲	已確認 2022-08-09 14:23:44
	室友	郭 恩	509180145 文服學程三	已確認 2022-08-09 14:44:04
	室友	陳 義	509180236 文服學程三	已確認 2022-08-09 14:44:04

室長-住宿志願選填

第一學期

暑假(後半期)

住宿相關作業申請

Room representative

Step 13 : Preference Order

住宿志願選填

區域代碼 學苑房間類型 住宿費 保證金 總金額

<input checked="" type="checkbox"/>	JJ	信義學苑三人房	9140	3000	12140
<input checked="" type="checkbox"/>	KK	和平學苑三人房	9140	3000	12140

已選擇2筆 1-5/5

1.信義學苑三人房 2.和平學苑三人房

取消 確定

Step 14 : Confirm

- **Reminder: Once submitted, no changes can be made. Please review carefully before sending.**



確定送出所選志願嗎？

志願序1：信義學苑三人房

志願序2：和平學苑三人房

確定

取消

Room representative

Complete

第一學期 第 12 梯次

查看各階段作業及開放時間

申請作業進度
志願選項已完成，請靜候分發結果

同寢室友 賴 宇 郭 恩 陳 義

志願	學苑房間類型	住宿費	保證金	總金額
1	信義學苑(JJ)	9,140	3,000	12,140
2	和平學苑(KK)	9,140	3,000	12,140

第一學期

住宿相關作業申請

暑假(後半期)

住宿相關作業申請