

# 國立中央大學太空及遙測研究中心 研究生室使用辦法

## Research Room Regulations Center for Space and Remote Sensing Research National Central University

97 年 5 月 20 日

Promulgated on May 20, 2008

- 一、凡太空及遙測研究中心（以下簡稱本中心）主聘教師所指導之碩士班（碩一、碩二）、博士班（博一至博四）全職生，得申請研究室，以一人一座位為限。

Any full-time student of master's degree class (first and second year) and doctor's degree class (first to fourth year) who are supervised by faculties of Center for Space and Remote Sensing Research (hereinafter called "the Center") are eligible to apply for a research room at most.

- 二、學生於入學報到確認為本中心主聘教師所指導之學生後，得向本中心行政組提出研究室座位申請，行政組以抽籤方式分配座位並公告；學生應於座位配置公告後五日內，向行政組辦理報到遷入手續，逾期視同放棄使用權，另座位異動之申請亦應於上述期限內提出。

After confirming the willingness to supervise with faculties of the Center, the students can apply for a seat in research room to the Administration Section of the Center which will assign a seat by drawing lots, and announce the result. The students should report to the Administration Section and check in within five days after the announcement, or will be considered as not entitle to use the research rooms. In addition, any seat change application should be submitted during the above-mentioned period.

- 三、學生應據實填報申請資格，若有資格不符經查證屬實者，須於接到本中心通知三日內遷出研究室，以後不得再申請研究室座位。

The students who submit unqualified materials, or documents which are found to be false after admission would result in moving out of the research rooms within three days after receiving a notice from the Center, and are not allowed to apply for a research room seat again afterwards.

- 四、學生於修業期間辦理休學者，應通知本中心行政組，並辦理遷出手續。延畢生及畢業生應依該學年度校曆所訂辦理離校手續截止日前將座位清理完畢，逾期則由本中心清除，學生不得有異議。

The students who apply for suspension from school should inform the Administration Section of the Center, and complete the move-out procedure. The graduate students, and the students, who postpone graduation, should clear up their research room seat before the deadline for completing the procedures of leaving school. The Center reserves the right to clear up the research room seat by the time the deadline is expired.

- 五、已分配之研究室座位限學生本人使用，若有提供他人使用或其他違紀使用情事經查證屬實者，須於接到本中心通知三日內遷出研究室，以後不得再申請研究室座位。

A research room seat is available only for an assigned student by the Administration Section of the Center. The students who violate relevant regulations would result in moving out of the research rooms within three days after receiving a notice from the Center, and are not allowed to apply for a research room seat again afterwards.

- 六、每間研究生室應選舉室長一名，負責該室之日常事務協調相關工作。

A chief of research room should be selected to take care of daily affairs and the coordination in the research room.

- 七、研究室為公共空間，亦為本中心之財產，學生應愛護座位相關用品設備，遇有正常損壞時應通知本中心行政組處理。

The research rooms are public areas, and the property of the center. The facilities and equipment in the research rooms should be maintained properly. The users should inform the Administration Section of the Center once there is any damage caused.

八、本辦法未盡事宜，得由本中心學術委員會討論協調。

Any issues which have not mentioned in these regulations will be discussed by and followed to Academic Committee of the Center.

九、本辦法經本中心老師座談會通過後公佈實施。

The Regulations adopted by the Faculty Meeting of the Center shall come into effect after they are promulgated.