

醫學工程學院學生研究室使用規範

Rules of CBME student room

112 年 2 月 10 日學程會議新訂通過

Approved by the CBME Executive Meeting on Feb. 10, 2023

第一條 學生研究室設立 Establishment of CBME student room

- 一、為提供醫學工程學院（以下簡稱本院）學生良好研究環境，並有效管理本院學生研究室之使用，特訂定本規範。

College of Biomedical Engineering (CBME) has formulated the rules to provide students from CBME a good research environment and to effectively manage the use of research equipment in the CBME student room.

- 二、本研究室為閱讀自修空間，屬本院之財產。開放對象為本院在學研究生，座位分配由本院規劃，研究生得申請使用並負維護之責，本院保有管理之權限，若違反使用規範而喪失使用權限者，不得有異議。

The student room is a reading and self-study space, which is the property of CBME. The seat allocation is planned by the CBME secretaries. Students can apply for use and be responsible for maintenance. The office retains the management authority. Anyone who loses the right to use due to violation of the rules of student room shall not raise any objection.

第二條 學生研究室座位申請 Application for CBME student room

- 一、每學年發送學生研究室之申請，申請者需在期限內填寫表單，逾期不受理。若申請人數少於座位總量，將依比例分配予助理或博士後研究員；若申請人數多於座位總量，將提報院主管會議決議。

Students can apply for a seat in the student room every academic year. Applicants must fill out the form within the time limit. Overdue applications will not be accepted. If the number of applicants is less than the total number of seats, it will be allocated to assistants or postdoctoral researchers in proportion; if the number of applicants is more than the total number of seats, it will be discussed in the CBME executive meeting.

- 二、座位使用期限為一學年度。每個座位配有一張椅子與一個置物櫃，不再使用座位或畢業時須清空個人座位及置物櫃。

Seats are valid for one academic year. Each seat is equipped with a chair and a locker. Individual seats and lockers must be emptied when seats are no longer in use or upon graduation

第三條 學生研究室使用規定 Rules of CBME student room

- 一、學生研究室僅供從事研究相關之活動，禁止於研究室使用冰箱、電鍋、電磁爐、微波爐等電器。

The student room is only for research-related activities. It is forbidden to use refrigerators, steam cookers/ rice cookers/ electric pots, induction stoves, microwaves and other electrical appliances in the student room.

- 二、使用各項設施時，負有保管維護之責任，不得擅自毀損或塗污；若因個人不當因素造成損毀或遺失，應自行負責修護或依價賠償。

When using the equipment, students are responsible for safekeeping and maintenance, and shall not damage or smear without authorization; if the equipment is damaged or lost due to personal improper factors, students shall be responsible for the repair or compensation fee.

- 三、個人物品、錢財及貴重物品等，請自行負保管責任。

Personal belongings, money and valuables, etc., please be responsible for safekeeping.

- 四、使用者應確實遵守本規範。違反者經規勸仍未遵守使用，經院主管會議裁決後，得權取消研究室之使用權。

Students should abide by the rules of CBME student room. If students violate the rules and still fail to comply with the rules after persuasion, the right to use the student room and equipment may be revoked after the ruling of the CBME Executive Meeting.

- 五、本規範經院主管會議通過後實施，修正時亦同。

These guidelines become effective after approval by the CBME Executive Meeting. Amendments follow the same procedure.