

# 【通知(稿)】115 學年度東二門、東三門「機車專用停車場」

## 停車申請方式及說明

### Application process and instructions for motorcycle for the motorcycle-exclusive parking lots at East Gate 2 and East Gate 3 for the academic year 114

各位師長、同仁及學生大家好：

為有效管理東二門、東三門機車專用停車場，並保障本校教職員工生停放權益，依「國立中興大學機車停車場管理要點」，開放受理申請 115 學年度停車申請，採學年制申請，整年度僅開放受理以下時段申辦，逾期恕不受理，其細則請參閱注意事項。

Hello everyone, teachers, colleagues, and students:

To effectively manage the motorcycle exclusive parking lots at East Gate 2 and East Gate 3, and to ensure the parking rights of faculty, staff, and students of our university, We will begin accepting parking applications for the 115th academic year in accordance with the Parking "Management Regulations for Motorcycle Parking Lots of National Chung Hsing University."

Applied for on an academic year basis. Applications will only be accepted during the following periods throughout the academic year, and late applications will not be processed. For detailed regulations, please refer to the guidelines provided.

## A.重要日程表 Important Schedule

步驟	身分別	日期	專用停車場通行期限	備註
壹	教職員	5/18(一)~5/22(五)	整年度：115/09/01~116/08/31 半學期：115/09/01~116/02/28	1.請檢附行照(限本人/配偶/直系親屬)。 2.校內通行與專用停車場僅能擇一辦理。 3.事務組臨櫃辦理，額滿為止。
貳				智慧金流繳費平台 <a href="https://nonstop.nchu.edu.tw/iHsingPay/">https://nonstop.nchu.edu.tw/iHsingPay/</a>

Application steps	Identity	Acceptance Period	Exclusive parking lot access period	Remarks
1	Faculty and Staff	5/18(Mon.)~5/22(Fri.)	Full Academic Year: 115/09/01~116/08/31 Half Academic Year: 115/09/01~116/02/28	1. Please attach your passport (limited to yourself/spouse/immediate family members). 2. You can only choose between on-campus access and dedicated parking lot. 3. The service team handles the matter at the counter.Until the quota is full.
2				i HSING PAY <a href="https://nonstop.nchu.edu.tw/iHsingPay/">https://nonstop.nchu.edu.tw/iHsingPay/</a>

步驟	身分別	日期	專用停車場通行期限	備註	
壹	登記	①在校生	5/18(一)~5/22(五)	整年度：115/09/01~116/08/31 半學期：115/09/01~116/02/28	1.申請半學期者，到期後恕無法申請延長。 2.線上登記 <a href="https://forms.gle/C2Rzxw8DWnRGyLZf8">https://forms.gle/C2Rzxw8DWnRGyLZf8</a>
		②在校生/新生	8/24(一)~8/28(五)	整年度：115/09/16~116/08/31 半學期：115/09/16~116/02/28	
		③轉學生 (臨櫃申請)	9/7(一)~9/11(五)		請至事務組臨櫃辦理
貳	公告	①在校生	6/8(一) 10:00		事務組官網 <a href="https://oga.nchu.edu.tw/unit-news/mid/29">https://oga.nchu.edu.tw/unit-news/mid/29</a>
		②在校生/新生	9/7(一) 10:00		
參	繳費	①在校生	6/8(一) 10:00~6/19(五)12:00		智慧金流繳費平台 <a href="https://nonstop.nchu.edu.tw/iHsingPay/">https://nonstop.nchu.edu.tw/iHsingPay/</a> 1. ATM或網銀轉帳 2. 銀行/郵局臨櫃辦理 3. 繳費憑證請留存備查，並依期限完成繳費，逾期恕不受理。
		②在校生/新生	9/7(一) 10:00~9/11(五)12:00		
		③轉學生	9/7(一)10:00~9/11(五)12:00		

Application steps	Identity	Acceptance Period	Exclusive parking lot access period	Remarks	
1	Register	① Current Students	5/18(Mon.)~5/22(Fri.)	Full Academic Year: 115/09/01~116/08/31 Half Academic Year: 115/09/01~116/02/28	1. For those who apply for half-semester, extension requests cannot be accommodated after the expiration. 2. Only on line <a href="https://forms.gle/C2Rzxw8DWnRGyLZf8">https://forms.gle/C2Rzxw8DWnRGyLZf8</a>
		② Students (Includes new students)	8/24(Mon.)~8/28(Fri.)	Full Academic Year: 115/09/16~116/08/31 Half Academic Year: 115/09/16~116/02/28	
		③ Transfer Students	9/7 (Mon.)~9/11 (Fri.)		Go to Division of Business Engagement Office on Service Period.
2	Announcement	① Current Students	Expected to be announced after 10:00 on June 8 (Mon.)		Announcement Website <a href="https://oga.nchu.edu.tw/unit-news/mid/29">https://oga.nchu.edu.tw/unit-news/mid/29</a>
		② Students (Includes new students)	Expected to be announced after 10:00 on September 7 (Mon.)		
3	Pay the fees	① Current Students	6/8(Mon.) 10:00~6/19(Fri.)12:00		i HSING PAY <a href="https://nonstop.nchu.edu.tw/iHsingPay/">https://nonstop.nchu.edu.tw/iHsingPay/</a> 1. Through (Internet) ATM transfers 2. Go to the Bank/Post Office counter to handle it. 3. Please keep the payment receipt for future reference and complete the payment within the deadline. Late payments will not be accepted.
		② Students (Includes new students)	9/7(Mon.) 10:00~9/11(Fri.)12:00		
		③ Transfer Students	9/7(Mon.) 10:00~9/11(Fri.)12:00		

## B、參加登記資格 Eligibility for registration

1、申請對象：具本校學籍且本學期已辦理註冊之在學學生身分。

Applicants: Students currently enrolled at our university who have completed registration for the current semester.

2、若為本學期入學者，115年8月24日後方可上網參加登記。

For students who enrolled in the current semester, they may participate in the registration online after August 24, 115th year.

## C、登記期間及方式 Registration Period and Method

1、依不同開放時段自行上網登錄並上傳正確資料。

During different designated time slots, applicants can log in online and upload the correct information by themselves.

2、Google 表單登記 <https://forms.gle/C2Rxzw8DWnRGyLZf8>

Only on line <https://forms.gle/C2Rxzw8DWnRGyLZf8>

3、登錄後若有資料須修改，請將相關證件 E-MAIL 至事務組信箱 (bussinessdivision@dragon.nchu.edu.tw) 辦理變更。

After registration, if there is any information that needs to be modified, please email the relevant documents to the Administrative Division mailbox (bussinessdivision@dragon.nchu.edu.tw) for processing changes.

## D、公告錄取名單 Announcement of Accepted Applicants

1、公告時間 Announcement：

◆ 在校生：預計 6/8(一) 10:00 後公告。

Current Students: Expected to be announced after 10:00 on June 9 (Monday).

◆ 在校生/新生：預計 9/7(一) 10:00 後公告。

Current Students/New Students: Expected to be announced after 10:00 on September 7 (Monday).

2、公告網址：事務組官網/最新消息。 <http://oga.nchu.edu.tw/unit-news/mid/29>

Announcement Website: Business Engagement Division Website/Latest News.

<http://oga.nchu.edu.tw/unit-news/mid/29>

## E、繳費方式 Payment Methods

### 1、公告錄取名單後，方可繳費，其途徑如下：

After the announcement of the accepted applicant list, payment can be made through the following methods:

- ◆ 自動櫃員機轉帳(ATM)或網路 ATM 繳款 (若產生手續費自行負擔)。

Transfer via Automatic Teller Machine (ATM) or Internet ATM payment (any fees incurred are to be borne by you).

### 智慧金流繳費平台SOP (iHSING PAY SOP)

繳款端連結：<https://nonstop.nchu.edu.tw/iHsingPay/> 或掃描以下二維碼

Payment link：<https://nonstop.nchu.edu.tw/iHsingPay/> or scan the QR code



【校內教職員工生】自動導向單一簽入畫面

登入帳號：與單一簽入相同(教職員編號7碼/學號10碼)

登入密碼：與單一簽入相同(共8碼)

【Faculty and staff】Automatically navigate to the single-tab login screen.

Login ID: Same as single-sign-in (7-digit faculty ID/10-digit student ID).

Login Password: Same as single-sign-in (8 digits total).

### 2、為確保繳費銷帳資料正確性，繳費後務必妥善保留繳費憑證，若有疑義時可出示繳費憑證。

To ensure the accuracy of payment records, it is imperative to keep the payment receipt safe after payment.

In case of any doubts, the payment receipt can be presented as proof.

## F、管理辦法 Management Measures

1、每人限辦 1 車號(已辦理校內機車識別證者不得重複申請)，機車從屬關係放寬，不受本法第七條限制(教職員除外)。

Each individual is limited to one card (those who have already obtained an on-campus motorcycle identification card are not eligible to reapply). The affiliation requirement for motorcycles is relaxed and not subject to the restrictions of Article 7 of these regulations (excluding faculty and staff).

## G、停車證之有效期間、費用、門禁設定與效力

Validity Period, Fees, Access Control Settings, and Effectiveness of Parking Permit

1、每學年每車新台幣 300 元(不足半年以 150 元計)。申辦後除不可抗力因素，概不退費。

The fee for each vehicle per academic year is NT\$300 (calculated as NT\$150 for less than half a year). Once applied, fees will not be refunded except for circumstances beyond control.

2、專用停車場通行有效期限，請詳見重要日程表。

Exclusive parking validity period; please refer to the important schedule for details.

## H、其他重要注意事項 Other Important Notices

1、請務必確認車籍資料及停放時間，因故需變更任一資料者，可至事務組申請補(換)發，當年度得免費換車號 1 次，第二次後每次酌收工本費 200 元整。

please ensure to verify the vehicle registration information and parking duration. If there is a need to modify any information after the is issued, such as due to unforeseen circumstances, applicants can apply for a replacement or amendment at the Business Engagement Division. One free replacement per academic year is allowed. A fee of NT\$200 will be charged for each replacement thereafter.

2、辦理車證須同意個人資料作為本組業務範圍內運用，本組將遵守個人資料保護法相關規定，絕不將資料提供未經授權之第三方使用，以保障您的個人資料。

Applicants must agree to allow their personal information to be used within the scope of the Administrative Division's operations when applying for the parking permit. The Administrative Division will comply with relevant regulations of the Personal Data Protection Act and will not provide data to unauthorized third parties to ensure the protection of personal information.

3、如對辦證業務有任何疑問，可於上班時間逕洽總務處事務組曾小姐(04-22840260#23)。

If there are any questions regarding the application process, please contact Ms. Zeng at the Business Engagement Division, General Affairs Office during office hours (04-22840260#23).

4、如有未詳盡事宜，依本校校本部校園交通管理要點及其他相關法令規定處理。

Any matters not explicitly mentioned herein shall be handled in accordance with the Campus Traffic Management Regulations of our university and other relevant laws and regulations.

5、專用機車停車場證辦期程倘若有異動，以事務組網頁公告內容為準。

In the event of any changes to the procedures for obtaining the motorcycle parking permit, please refer to the announcements on the Business Engagement Division's webpage for the most accurate information.