

Rules for National Taiwan Normal University Student Club Office

Formulated at the Extracurricular Activity Meeting on October 27, 2011

Amended and approved at the Extracurricular Activity Meeting on November 27, 2017

Amended and approved at the Extracurricular Activity Meeting on April 29, 2019

Amended and approved at the Extracurricular Activity Meeting on April 7, 2022

1. Student Club Office is only for promoting club events and club meetings. Other usage and outsiders without permission are prohibited.
2. All Student Clubs (not including student associations) can apply for a Student Club Office during the announced period in July every year after being established for one year.
3. Changing or adding a lock and personal use is not allowed at Student Club Office.
4. Dangerous inflammable are not allowed to be placed in Student Club Office. The use of fire (e.g. gas stove etc.) and high electricity consumption appliances (e.g. hair dryer, induction stove, electric cooker, etc.) is also prohibited. Special requirements to use high electricity consumption appliances for Student Club operation should be applied and approved beforehand annually.
5. The space for each Student Club at Student Club Office should base on the equal principle. Student clubs should coordinate with each other for different purposes. If Student Club cannot build a consensus on space division, the Extracurricular Activity will make the decision.
6. The window of the Student Club Office cannot be covered. Student Club should control the volume at an appropriate level and maintain the cleanliness of the environment. Student Club belongings should not occupy public areas, aisles, walls, or other Student Club areas. Posters are not allowed before permission.
7. Student Club Office opening hours are 08:00 to 22:30 every day. Student Club Office will be closed during the National holiday and Spring holiday, the actual date will be announced during the semester.
8. To ensure public safety, all power sources should be turned off and all sockets should be plugged off before leaving the Student Club Office.
9. All public properties in Student Club Office should be used carefully. Students should take responsibility and compensate if anything is lost or damaged manually.
10. Student Club should comply with relevant laws on and off the campus in Student Club Office. Cigarettes, drugs, and alcohol are not allowed.
11. The right to use Student Club Office will be canceled immediately if Student Club violates the rules, and is not allowed to apply for a Student Club Office in the next Academic Year.

12. The Rules and any amendments thereto become effective after approval by the Extracurricular Office Meeting.