

Fu Jen Catholic University Dormitory Service Center

Original Dormitory Renewal Application Instructions for Fall Semester 2026 (The First Semester of 2026 Academic Year)

03.17.2026

I. Application Qualifications and Required Documents:

1. Application qualifications: **Students currently living in on-campus dormitories** are eligible to apply.
2. Application Grade-level conditions (**based on the department level in 2026 academic year**):
 - A) **Undergraduate students: 1st to 4th year students**
 - B) **Graduate students: 1st to 2nd year of the Masters' program**
 - C) **Doctoral students: 1st to 3rd year of the Ph.D. program**
3. Students with disabilities are kindly requested to provide a copy of disability identification card, and students from low-income families are kindly asked to submit a certificate of low-income status issued by the local government. Please scan and send these documents to the center's email address for review.
4. If the household registration information does not match the original documents, please provide a copy of the household registration transcript (to confirm that residence has been established for over one year, with no missing details). Please scan and send these documents to the center's email address for review.
5. The renewal application is **limited to original dormitory**, the renewal process will begin with a lottery, followed by the selection of dormitory preferences and room assignments. Those who win the lottery, please assign the room representative to complete the preference selection process and select roommates and dormitory room types. If no preferences are selected or the information is incomplete, the school will assign a bed based on availability.

◆ Dormitory Service Center Email: dsc20201020@gmail.com

◆ Fu Jen Catholic University Dormitory Service Center website:
<http://www.dsc.fju.edu.tw/index.jsp#&panel1-1>

◆ Fu Jen Catholic University Student Information Portal website:
<https://portal.fju.edu.tw/student/>

◆ Fu Jen Catholic University Dormitory Service website:
<https://dsc.fju.edu.tw>

◆ Taishin Tuition Payment portal:
<https://school.taishinbank.com.tw/PORTAL/Auth/Login.aspx>



II. Schedule:

Date	Item	Details
03.23(Mon) 08:00 - 03.29(Sun) 16:00	Residency renewal: Application (Limited to original dormitory)	Residents use LDAP account to log into the following two systems: Late registration will not be accepted. 1. FJCU Student Portal → System Menu → Student Information Management System→ 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. 2. FJCU Dormitory Service website → Dormitory Application Progress → Apply for Dormitory Registration.
04.09(Thu) 16:00	Renewal: Lottery	Residents can check the FJCU Dormitory Service website or the website of the Dormitory Service Center.
04.10(Fri) -04.13(Mon)	Renewal: Preference selection	Residents can login to the FJCU Dormitory Service website with their LDAP account to choose preferences. Late submissions will not be accepted. 1. Please assign the room representative to complete the preference selection process. If you want to choose a roommate (who is also on the waiting list), the arrangement will follow the complete group principle (for example, a group of three will be assigned to a three-person room). Room types are divided by undergraduate and graduate/doctoral students. 2. You can choose up to three dormitory preferences, If you don't select any preferences or provide incomplete information, the school will assign you a bed based on availability. 3. The preference selection information cannot be modified after submission, so please consider carefully.
04.23 (Thu) 16:00	Renewal: Bed reservation	The results will be announced on the FJCU Dormitory Service website.
04.23(Thu) -04.29(Wed)	Renewal: Fee payment	1. Students can download the payment form from the Taishin Tuition Payment Portal. 2. Late payments will result in cancellation without further notice. 3. Those applying for a dormitory loan or low-income housing subsidy must pay their deposit before the payment deadline to secure their bed.
07.03(Fri) 10:00-17:00 07.04(Sat)-7.05(Sun) Every day between 09:00-17:00	Check-in for Year-based residency (Yi-sheng Dormitory)	Those checking in must submit: A) Proof of fee payment B) A letter of authorization for personal wire transfer C) A copy of their post office passbook cover (showing the account number). D) The student ID card (EasyCard) is used as an access card.
09.11 (Fri) -09.13(Sun) Every day between 09:00-17:00	Check-in for Semester-based Residents	● Yi-sheng Dormitory follows an academic year system, with accommodation from July 03, 2026 until check-out date for the second semester of 2026 academic year.