

各位同學您好： 以下為 110 學年度汽、機車停車證辦理注意事項

### 重型機車：

- 1、本次開放申請名額為 **7 位**，申請時間 **9/27 中午 12：00～10/1 中午 12：00** 至桃園行政處總務組登記，**10/1 中午 12：30** 於總務組櫃檯抽出中籤名單，**繳費期限至 10/8 下午 16：00 截止**。
- 2、費用：
  - 1.)大學部一年級至三年級(建築系四年級)、碩(博)士班一年級：2400 元整/學年(含上、下學期)。
  - 2.)大學部四年級(建築系五年級)、碩(博)士班二年級、大學部及碩(博)士班之延修生：2000 元整/學年(含上、下學期)。
- 3、停車期限：車證辦理完成至 111 年 7 月 31 日止。

### 機車：

- 1、本次開放申請名額為 **2600 位正取、100 位備取**，請至學生資訊系統-個人常用資料-桃園汽機車申請登記，辦理同學請上網填寫申請表，再由**系統統一抽籤處理**。申請時間 **9/27 上午 09：00～10/1 中午 12：00**，逾期恕不接受辦理。
- 2、系統 **10/1 中午 12：00 分**關閉後，將於同日下午 **15：00 分**，由系統統一抽出正取及備取名單。
- 3、費用：
  - 1.) 大學部一年級至三年級(建築系四年級)、碩(博)士班一年級：1200 元整/學年(含上、下學期)。
  - 2.) 大學部四年級(建築系五年級)、碩(博)士班二年級、大學部及碩(博)士班之延修生：1000 元整/學年(含上、下學期)。
- 4、系統關閉後，申請者可於 10/1 下午 15:00 自行進入學生資訊系統查詢，中籤之同學請列印申請表(貼上行、駕照影本，行照請印有車主資料面)與費用交給班代，以班為單位統一收齊後，請**班代**按照**編號順序**將資料填於機車停車證登記表，即可交回桃園總務組出納櫃台辦理繳費事宜，惟**繳費期間至 10/8 下午 16：00 截止**。
- 5、**10/1 下午 15：00 後**進入學生資訊系統查詢是否中籤。
- 6、機車若換車，請**列印新車行照影本(有車主資料那一面)**交至總務組後，方可騎新車進入機車停車場停放，違者視同未辦證。
- 7、**10/12 以後**，本組將加強取締未辦證機車，敬請同學配合。
- 8、停車期限：車證辦理完成至 111 年 7 月 31 日止。

### 汽車：

- 1、本次中籤名額為 **60 位正取、10 位備取**，申請時間 **9/27 上午 9：00～10/1 中午 12：00**，請欲辦理同學上網填寫申請表，再由**系統統一抽籤處理**。
- 2、汽車停車證費用：一律 4000 元整/學年(含上、下學期)
- 3、系統 **10/1 中午 12：00 分**關閉後，將於同日下午 **14：00 分**，由系統統一抽出正取及備取名單
- 4、**10/1 下午 14：00 後**進入學生資訊系統查詢是否中籤，請中籤之同學列印繳費單並附上行駕照影本，於 **10/8 下午 16：00 前**至總務組繳費辦理。
- 5、未在時間內完成繳費者，將取消資格，由總務組通知備取名單進行後續申請及繳費事宜。**10/12 以後**，本組將加強取締未辦證汽車，敬請同學配合。
- 6、同一車牌號碼、同一人不得重複申請，違者即喪失資格。
- 7、車證申請採公平、公正、公開原則，每人限申請乙次且勿私下轉讓，經察覺同一部車多人共同申請或個人運用多部車號同時申請者，一律取消申請資格；另申請車證車輛限本人、配偶或直系親屬所有，車主非前述身分者，依規定取消申請資格。
- 8、若有換車，請攜帶**現金 100 元和新車行照影本(有車主資料那一面)**至總務組辦理，未申辦完成請

勿停入校區，違者視同未辦證。

9、停車期限：車證辦理完成至 111 年 7 月 31 日止。

桃園行政處總務組：吳惠子敬啟 分機:3732

## Notices about 2021-22 AY Parking Permits for Cars and Motorcycles

### **Heavyweight motorbike:**

1、There are **7 spaces available**, please register at General Affairs Section by submitting an application **from 12:00 noon on September 27 to 12:00 noon on October 1, 2021**. The parking permit roster **will be drawn at the General Affairs Section at 12:30 on October 1**; those who receive the parking permits **must pay the fee before 16:00 on October 8, 2021**.

2、Fee :

- 1.) First-year to third-year undergraduate students (fourth-year students in Architecture Department) and first-year masters' (and doctoral) program students: NTD 2,400 / Academic Year (including the first and second semesters).
- 2.) Fourth-year undergraduate students (fifth-year students in Architecture Department), second-year masters' (and doctoral) program students, and students in extended study period of undergraduate, masters' and PhD programs: NTD 2,000 / Academic Year(including the first and second semesters).

3、Parking Permit Period: Will start from the date of the completion of the application through July 31, 2022.

### **Motorcycle:**

1、There are **2,600 spaces available with 100 on the waiting list**; please register online through Student Information System using Taoyuan Parking Permits for Cars and Motorcycles Application under My Info (online applications only). Students are required to fill out the application form online and the lots **will be drawn by the computer system**. The application period is **from 12:00 noon on September 27 to 12:00 noon on October 1, 2021**. Late applications will not be processed.

2、The system will be **closed at 12:00 noon on October 1, 2021**. On the same day **at 15:00**, the system will draw lots for who can have a parking space and who will be on the waiting list.

3、Fee :

- 1) First-year to third-year undergraduate students, (fourth-year students in Architecture Department) and first-year master (and doctoral) program students: 1,200 NTD/academic year (including the first and second semesters).
- 2) Fourth-year undergraduate students (fifth-year students in Architecture Department), second-year masters' (and doctoral) program students, and students in extended study period of undergraduate, masters' and PhD programs: 1,000 NTD/academic year (both first and second semesters).

4、After the system is closed, applicants may check results on the Student Information System after 15:00 on October 1. Applicants with parking space, please print out the application form (Attach a copy of your driver's license (the page with owner's information) and vehicle registration.) and fee statement, and then give it to your class representative along with the fee.

**Each class representative** is to please fill in applicants' information **in order of the serial numbers** and submit the list as a class to the Bursar, Taoyuan General Affairs Section.

**Payment should be completed by 16:00 on October 8, 2021**.

5、**Students may check on the Student Information System after 15:00 on October 1, 2021 to see if they have been allotted a parking space.**

- 6、Applicants who acquire a new motorcycle are required to photocopy the motorcycle license (the page with owner's information) and submit to General Affairs Section before parking the new motorcycle in the parking lot. Those who fail to do so will be deemed as not having a parking permit.
- 7、The General Affairs Section will begin checking for parking permits **after October 12**. Please cooperate.
- 8、Parking Permit Period: Will start from the date of the completion of the application through July 31, 2022.

**Car:**

- 1、**There are 60 spaces available, with 10 on the waiting list**. The application period is **from 9:00 September 27 to 12:00 noon, October 1, 2021**. Please fill in the application online. **The system will then draw the lots.**
- 2、Fee for car parking permit: 4,000 NTD/academic year (including the first and second semesters).
- 3、The system will be closed **at 12:00 noon on October 1, 2021**. On the same day **at 14:00**, the system will draw lots for who can have a parking space and who will be on the waiting list.
- 4、**Students may check on the Student Information System after 14:00 on October 1, 2021 to see if they obtain a parking space**. Those obtaining spaces, please print out the fee statement, attach a copy of your driver's license and make the payment before 16:00 on October 8, 2021 at Taoyuan General Affairs Section.
- 5、Students who don't pay the fee by the deadline will be disqualified, then Taoyuan General Affairs Section will inform the students on the waiting list to complete the application and payment process. If you wish to obtain a parking permit, please reapply online to be placed on the waiting list. The General Affairs Section will begin checking for parking permits **after October 12**. Please cooperate.
- 6、Multiple applications for the same vehicle plate number or same owner will not be accepted.
- 7、Application for parking permits is to be conducted in a fair, just and open manner. Every individual and each motorcycle or vehicle may apply only once, no under table transfer is prohibited. Those individuals who are found to have applied with multiple IDs, or multiple license numbers will be disqualified. Moreover, the car or motorcycle must be owned by the applicant, applicant's spouse or a direct blood relative. The applicant will be disqualified if the car or motorcycle is not owned by any of the above.
- 8、Applicants who acquire a new vehicle are required to submit 100NTD materials fee and a copy of the vehicle license (the page with owner's information) to General Affairs Section to apply for a replacement parking permit. Those who fail to do so cannot park on campus and will be deemed as not having a parking permit.
- 9、Parking Permit Period: Will start from the date of the completion of the application through July 31, 2022.

銘傳大學桃園校區 110 學年度學生機車停車證登記表

班級：\_\_\_\_\_

班代：\_\_\_\_\_

	班級	姓名	學號	車牌號碼	連絡電話	證號 (勿填)
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