

[Promulgated on September 05, 2012]

NATIONAL TAIWAN UNIVERSITY

Sports Equipment Management Regulations

January 24, 1984 Passed by the 1,430th Administrative Meeting
August 14, 2012 Amended and passed by the 2,726th Administrative Meeting

- Article 1 National Taiwan University (NTU or “the University”) formulates the NTU *Sports Equipment Management Regulations* (“the Regulations”) to encourage physical activities on campus, improve abilities in sports, and enhance sports equipment management.
- Article 2 The University’s sports equipment shall primarily be used for physical education courses, training programs, and other activities authorized by the University.
- Article 3 To borrow sports equipment for a physical education course, the course instructor shall fill out an equipment loan form and designate a student (or multiple students) to collect the equipment with the form and return the equipment to the Athletic Department after class. To borrow sports equipment for a varsity team, the team coach shall follow the process described in the previous paragraph.
- Article 4 Students who wish to borrow sports equipment for personal use shall follow the guidelines described in the following subparagraphs:
1. Service hours: 8 a.m.–12 p.m. and 1:20–4:30 p.m., Monday through Friday
 2. Students must present their student ID and sign the equipment loan form at the Athletic Department before collecting the borrowed sports equipment.
 3. After signing the equipment loan form, students shall leave their student ID card with the Athletic Department. The student ID will be returned to the student when they return the borrowed equipment.
 4. All borrowed sports equipment must be returned to the Athletic Department by 5 p.m. on the same day. If any borrowed sports equipment is not returned on time, the student shall be instructed to return it by a specific deadline, and their borrowing privileges shall be suspended for the remainder of the semester.
- Article 5 To borrow sports equipment for an NTU student club event, the club leader shall present an event permit issued by the Student Activity Division, Office of Student Affairs to the Athletic Department and sign the equipment loan form prior to the event date. The borrowed sports equipment shall be collected on the event date and shall be returned immediately upon the conclusion of the event. If the event concludes on a holiday, the borrowed equipment shall be returned by noon on the next business day. If any borrowed sports equipment is not returned on time, the student club shall be instructed to return it by a specific deadline, and their borrowing privileges shall be suspended for the remainder of the semester.

- Article 6 The Athletic Department may suspend all or part of its sports equipment lending service to accommodate the requirements of physical education courses, training programs, and other activities authorized by NTU.
- Article 7 Borrowers shall use borrowed equipment with due care and take responsibility for any loss of or damage to the equipment. Borrowers or borrowing units shall be liable for any such loss or damage and shall indemnify the Department accordingly. Serious offenses may be reported to the University for further disciplinary action.
- Article 8 The Regulations shall be passed by the Main Campus Sports Venues Management Committee and the Administrative Meeting and then implemented on the date of promulgation.