

國立中山大學車輛管理要點施行細則

Guidelines on the Detailed Implementation of Vehicle Management

100年5月16日 本校99學年度第2次車輛管理委員會會議通過
101年5月01日 本校100學年度第2次車輛管理委員會會議通過
104年3月24日 本校103學年度第2次車輛管理委員會會議通過
104年12月24日 本校104學年度第1次車輛管理委員會會議通過
105年5月06日 本校104學年度第2次車輛管理委員會會議通過
106年5月10日 本校105學年度第2次車輛管理委員會會議通過
106年12月20日 本校106學年度第1次車輛管理委員會會議通過
107年12月26日 本校107學年度第1次車輛管理委員會會議通過
108年12月19日 本校108學年度第1次車輛管理委員會會議通過
109年5月19日 本校108學年度第2次車輛管理委員會會議通過
110年12月15日 本校110學年度第1次車輛管理委員會會議通過
111年12月22日 本校111學年度第1次車輛管理委員會會議通過
112年12月27日 本校112學年度第1次車輛管理委員會會議通過
113年12月19日 本校113學年度第1次車輛管理委員會會議通過
114年12月09日 本校114學年度第1次車輛管理委員會會議通過

Approved at the 1st Vehicle Management Committee meeting on December 09, 2025

一、 本施行細則依國立中山大學車輛管理要點訂定之。

I. These guidelines are formulated in accordance with *Guidelines on Vehicle Management*.

二、 申請本校汽、機車停車證者，該車輛應為申請者本人、配偶、直系親屬或兄弟姊妹登記所有之汽、機車。但短期合約廠商、推廣教育學員、貴賓臨時停車證等或其他特殊情形經簽核同意者，不在此限。

II. Applications for a vehicle parking permit shall be limited to vehicles registered under the name of the applicant, their spouse, direct relatives, or siblings. Nevertheless, short-term contractors, participants in continuing education courses, or visitors with a VIP parking permit shall be exempt from this restriction.

三、 各類別停車證收費標準：

III. Fees for various parking permits:

校內教職員工(含退休人員)、約用人員及學生每年每輛繳停車證費乙次。

Faculty and staff within the manning quota (including retirees), contract employees, and students of the University shall pay for their parking permits once a year.

(一) 汽車(含大型重型機車)：

(1) cars (including heavy motorcycles):

1. 教職員工(含退休人員)：第1張車證 1000元；第2張車證 1500元。

i. faculty and staff within the manning quota (including retirees): TWD 1,000 for the first parking permit, and TWD 1,500 for the second one.

(1) 退休榮譽教授：第 1 張車證免費；第 2 張車證 1500 元。

(i) emeritus professor: free for the first parking permit, and TWD1,500 for the second one

(2) 校長、副校長、各學院院長及中山榮譽講座，各設置一格專屬停車位。

(ii) the President, senior vice presidents, deans of individual colleges, and honorary chair professors: one dedicated parking space for each

2. 約用人員：

ii. contract employees:

(1) 文學院及海洋科學學院區域上班之約用人員、孕婦或子女就讀本校附設幼兒園人員：1000 元。

(i) contract employees working in the College of Liberal Arts or the College of Marine Sciences, those who are pregnant, or those whose child enrolls in the University-affiliated kindergarten: TWD 1,000

(2) 非上述區域內之約用人員：600 元（車輛限停放海堤停車場）。

(ii) those working outside the aforementioned areas: TWD 600 (parking only at the Pier Parking Lot)

3. 學生：600 元（車輛限停放海堤停車場）。

iii. students: TWD 600 (parking only at the Pier Parking Lot)

4. 高階公共政策碩士學程在職專班（EMPP）及高階管理碩士班（EMBA）：一學年 2000 元（車輛假日可停放教學區，平日限停放海堤停車場）。

iv. students of the Executive Master of Public Policy Program (EMPP) and Executive Master of Business Administration (EMBA): TWD 2,000 per academic year (parking only at the Pier Parking Lot during work days, but parking allowed in the academic area during holidays)

(二) 機車、電動二輪車及微型電動二輪車：300 元。

(2) motorcycles, electric motorcycles, and mini electric two-wheel vehicles (electric bicycles): TWD 300

(三) 身心障礙者車輛（檢附證明文件）：得免收費。

(3) vehicles with Identification of Disabled Parking (supporting documents required): no charge

校外貴賓、廠商、推廣教育班學員等。

Fees for guests, contractors, and continuing education participants are as follow:

(一) 汽車：三個月 600 元、六個月 1000 元及一年 1500 元（車輛限停放海

堤停車場)。

(1) cars: TWD 600 for three months, TWD 1000 for six months, and TWD 1500 for a year (parking only at the Pier Parking Lot)

(二) 機車、電動二輪車及微型電動二輪車：一年 400 元。

(2) motorcycles, electric motorcycles, and mini electric two-wheel vehicles (electric bicycles): TWD 400 per year

貴賓臨時停車證：以日計費，汽車 150 元/輛；假日遊客汽車停放教學區，以日計費，汽車 90 元/輛。

VIP parking permit: a daily fee of TWD 150 per car, and a daily fee of TWD 90 per car in the teaching area during holidays

各類別停車證之申請依申請年度或期間之收費標準全額繳納，於該學年度有效期間內使用。

Fees for all types of parking permits shall be paid off according to the charging standards of applied year or period, and the issued parking permits are valid only during that academic year.

其他情形：

Others:

(一) 因車證報失重新申請者，收取工本費 30 元計，但將已報失車證轉售或轉交給其他人使用，經查獲者 2 年內不得辦理停車證，並送相關單位依規定處分。

(1) Those applying for reissuing their lost parking permit shall pay TWD 30. However, a two-year ban from applying for a parking permit shall be imposed upon those selling or transferring a parking permit, and disciplinary actions also imposed by relevant units.

(二) 因更換車輛等原因重新申請者，以工本費 30 元計（須繳回原車證或檢附報廢單、照片等足以證明原車輛車證已失效之相關文件）。

(2) Those applying for reissuing a parking permit due to vehicle replacement shall pay TWD 30. (The original parking permit shall be returned or a proof of invalid parking permit shall be provided, such as a scrapping certificate, a photo, etc.)

四、來賓收費停車場收費標準：

IV. Charging standards for paid parking lots:

凡有本校有效停車證者之車輛，停放西子灣停車場及海堤停車場不另收費，但國研大樓收費停車場須另收費。

Vehicles with a valid parking permit issued by the University may park at the Sizihwan Parking Lot and the Pier Parking Lot without additional charges, but the parking lot next to the Building of International Research requires additional

hourly fees.

收費標準：

Charging standards:

- (一) 車輛進場 10 分鐘內離場免費。
 - (1) Vehicles parking less than ten (10) minutes shall be exempt from charge.
- (二) 小型車持有身心障礙者專用停車位識別證，並停放於身心障礙者專用停車位者，免費。
 - (2) Vehicles with Identification of Disabled Parking in the designated lot shall be free of charge.
- (三) 車輛繳費後應於 10 分鐘內離場，逾時重新開始計費。
 - (3) Charging shall restart if vehicles do not leave within ten (10) minutes after the payment.
 1. 西子灣停車場：計時收費，第 1 小時內每 30 分鐘 25 元；超過 1 小時後每 30 分鐘 50 元；離峰時段 22:00~08:00 每 30 分鐘 25 元。
 - i. Sizihwan Parking Lot charges TWD 25 for every thirty (30) minutes during the first hour, after which an additional TWD 50 is charged for every thirty (30) minutes. Parking during off-peak hours from 22:00 to 8:00 the next day shall be charged TWD 25 for every thirty (30) minutes.
 2. 海堤停車場：計時收費。
 - ii. Pier Parking Lot charges based on parking time.
 - (1) 小型車每 30 分鐘 15 元，不足 30 分鐘以 30 分鐘計。當日連續停放最高收費 150 元（5 小時）。
 - (i) Passenger vehicles shall be charged TWD 15 for every thirty (30) minutes of parking, with a minimum charge of thirty (30) minutes. The maximum charge of parking within a day shall be TWD 150 (five hours).
 - (2) 大型車每 30 分鐘 40 元，不足 30 分鐘以 30 分鐘計。當日連續停放最高收費 240 元（3 小時）。
 - (ii) Commercial vehicles shall be charged TWD 40 for every thirty (30) minutes of parking, with a minimum charge of thirty (30) minutes. The maximum charge of parking within a day shall be TWD 240 (three hours).
 3. 國研大樓收費停車場：計時收費，每 30 分鐘 15 元，不足 30 分鐘以 30 分鐘計。當日連續停放最高收費 240 元（8 小時）。
 - iii. The paid parking lot next to the Building of International Research charges TWD 15 per thirty (30) minutes. The maximum charge of parking within a day shall be TWD 240 (eight hours).

五、 車輛違規處理收費標準：

V. Fees for vehicle violations:

行政處理費：汽車（含大型重型機車）每輛 600 元，機車每輛 100 元。

Cars (including heavy motorcycles) and motorcycles shall each be charged an administrative handling fee of TWD 600 and TWD 100, respectively.

拖吊處理費：汽車（含大型重型機車）每輛 1200 元，機車每輛 200 元。

Cars (including heavy motorcycles) and motorcycles shall each be charged a towing fee of TWD 1200 and TWD 200, respectively.

開立違規單之車輛應繳行政處理費，拖吊之車輛應繳拖吊處理費及行政處理費。

Car owners receiving a violation ticket shall pay the administrative handling fee, while owners of towed cars shall pay both the administrative handling fee and towing fee.

六、 車輛之停放：

VI. Vehicle parking:

車輛按停車證種類分別停放指定停車場。

Vehicles shall park in the designated parking lots according to their type of parking permit.

停車場分為：

Categories of parking areas:

(一) 汽車（含大型重型機車）停車場：分教職員工與來賓收費停車場。

(1) cars (including heavy motorcycles): faculty/staff parking lots and paid parking lots

(二) 機車停車場：分校內一般與來賓停車場。

(2) motorcycles: general parking lots and lots for visitors

(三) 腳踏車停車場。

(3) bicycle rack areas

(四) 來賓收費停車場。

(4) paid parking lots

汽車停放：

Car parking:

(一) 具有教職員工、文學院及海洋科學學院區域上班之約用人員、貴賓、身心障礙等有效停車證之汽車始得停放於教學區內教職員工汽車停車場，其中來校之貴賓、訪客等應事先申請貴賓臨時停車證（可全天

停放)或向管制哨口登記領取臨時停車證(限停放一小時),始得進入教職員工汽車停車場停放。

- (1) Only cars with a valid parking permit issued to faculty and staff within manning quota, contract employees working in College of Liberal Arts or College of Marine Sciences, guests, or those with Identification of Disabled Parking may park in the designated faculty/staff parking lots. Guests and visitors may park in faculty/staff parking lots after applying for a VIP parking permit (one-day parking) in advance or registering at the checkpoint for a temporary parking permit (one-hour parking only).
- (二) 其他類別汽車停車證除另有規定外,應停放於來賓收費停車場(除國研大樓收費停車場外,不另收費)。
- (2) Unless otherwise specified, cars with the parking permit other than those stipulated in the preceding Paragraph shall park in paid parking lots, without charge, except for parking in the lot next to the Building of International Research.
- (三) 無有效停車證汽車應停放於來賓收費停車場。
- (3) Cars without a valid parking permit shall park in the paid parking lots.

機車停放:

Motorcycle parking:

- (一) 具有效停車證之機車始得停放於校內一般機車停車場。
- (1) Motorcycles with a valid parking permit may park in general parking lots on campus.
- (二) 無有效停車證之機車應停放於海堤、國研大樓南北兩側、海科院河堤旁、生態步道區、翠嶺道西側局部路段(依現場告示)等來賓機車停車場。
- (2) Motorcycles without a valid parking permit shall park in motorcycle parking lots such as those along the pier, on south and north sides of the Building of International Research, beside the College of Marine Sciences, along ecological trails, and on certain sections of west side of Tsui Ling Road (as indicated on-site).

腳踏車應停放於腳踏車停車場。

Bicycles shall rest in bicycle rack areas.

其他種類車輛應依校方指定之停車區停放。

Other types of vehicles shall park in areas designated by the University.

身心障礙、校車、公務車、裝卸貨保留停車位,係供指定身分及單位之車輛專用,其他車輛不得占用。

Vehicles shall not park at the designated parking spaces reserved for the disabled,

university buses, official vehicles, and goods loading/unloading.

七、車輛行駛區域及時間之限制：

VII. Restrictions on driving areas and times on campus:

教學區除公務車、身心障礙者車輛、教職員工汽車（含大型重型機車）、貴賓汽車、文學院及海洋科學學院區域上班之約用人員、工程施工車輛及其他特殊情形外，全天禁止所有車輛出入，小型貨車如確為卸貨需要應向管制哨口登記領取臨時停車證後至指定地點卸貨及停車，但經車輛管理委員會（以下簡稱本委員會）決議特定開放者，不在此限。

All vehicles shall be prohibited from entering the teaching area throughout the day, except for official vehicles, vehicles with Identification of Disabled Parking, cars (including heavy motorcycles) with faculty/staff vehicle parking permits, guest vehicles, vehicles of contract employees working in the College of Liberal Arts and College of Marine Sciences, construction vehicles, or other special circumstances. Small commercial vehicles shall register at the checkpoint for a temporary parking permit before unloading and parking at designated areas; however, those approved by the Vehicle Management Committee (hereinafter referred to as the “Committee”) shall be exempt from this restriction.

學生宿舍區除公務車輛外，全天禁止通行及停放，但經本委員會決議特定開放者，不在此限。

No vehicles shall enter and park at student dormitory areas except official vehicles; however, those approved by the Committee shall be exempt from this restriction.

各種建築物內除身心障礙車、電動實驗車及手推車外，全天禁止所有車輛停放或通行，違者除拖吊外並送權責單位議處。

No vehicles shall enter any buildings throughout the day, except vehicles with Identification of Disabled Parking, electric experimental vehicles, or handcarts. Violating vehicles shall be towed, and disciplinary measures shall be imposed by relevant units.

運動場及各種球場除公務車輛外，全天禁止各種車輛進入。

No vehicles shall enter the sports fields and various courts throughout the day except official vehicles.

推廣教育班學員車輛限於該班之上課時段停放在本委員會指定之停車場。

Those with a continuing education vehicle parking permit shall park their vehicles in the parking lots designated by the Committee during their class time.

前述限制車輛行駛區域及時間，假日亦照常實施。

The abovementioned restrictions on vehicle driving areas and times shall cover weekends and holidays.

八、在本校舉行各種活動之主辦單位，不須辦理車輛臨時停車證，但須事先通知本委員會執行小組，並有義務將本施行細則轉知與會成員將車輛停置收費

停車場內。

VIII. Organizers of events held on campus do not need to apply for a temporary parking permit, but they shall inform the working group of the Committee in advance and ensure all participants are aware of these guidelines herein and park their vehicles in paid parking lots.

九、場地外借，有關車輛進出本校數量之控制，依借用單位性質及其所需停車位得由本委員會執行小組考量實際情形核定，如確有需要，得設定臨時停車位。

IX. When venues are rented to external units, the number of vehicles permitted to enter the campus shall be regulated by the working group of the Committee based on the nature of the units and the required number of parking spaces. A temporary parking area may be allocated if necessary.

十、本校每學年進行一次廢棄腳踏車清理工作，將由車體外觀判定已明顯喪失功能、鏈條鏽蝕、變形等不堪使用或已長時間堆置之腳踏車，於車身或鄰近區域明顯處張貼疑似廢棄車輛通知書，若一個月內未取車或未獲回應，得運至本校拖吊場集中管理並公告之，公告一個月後若仍無人認領，則由本校委請環保相關單位依法處理。其中經簡易維修後仍堪用之廢棄腳踏車（或向外單位申請取得之報廢二手腳踏車等），可由本委員會執行小組收集整理後，提供校內師生同仁依登記順序認領使用。

X. Once per academic year, the University may conduct a cleanup of bicycles, which are malfunctioned, deformed, abandoned or with rusty chains, by posting on them a notification of suspected abandoned vehicle. If no one reclaims them or responds to the posted notification within one month, the bicycles shall be removed and relocated at the towing yard after a public announcement. If the bicycles remain unclaimed after one month of announcement, the University may entrust certain environmental authorities to handle the matter following laws. The unclaimed bicycles deemed recyclable after simple repairs (or second-hand scrapped bicycles obtained through applications to external units) shall be collected and cleaned by the working group of the Committee, and then provided to the faculty and students for use after registration.

十一、本校校區或拖吊場內由外觀判定明顯喪失功能、變形等不堪使用或已長時間堆置之汽、機車，於車身明顯處張貼疑似廢棄車輛通知書，本校得另將車牌等資料提供警察局或相關單位協助通報車主領取，公告兩個月後或逾通報領取期限仍未領回，得將該車輛及其他未懸掛車牌之車輛，一併委由環保相關單位回收處理。

XI. The University may provide the police station or relevant authorities with license plates and other details of cars and motorcycles on campus or in the towing yard which appear to have deformed and lost functionality or seem unused for a long time, with a visible notification of suspected abandoned vehicle, and assist in notifying owners to retrieve their vehicles after making an announcement of unidentified vehicles. If the vehicles remain unclaimed two months after the

announcement or beyond the specified deadline, the University may entrust certain environmental authorities with the task of recycling the vehicles.

十二、本辦法經車輛管理委員會會議通過後實施，修正時亦同。

XII. These guidelines are approved by the Vehicle Management Committee before implementation. Amendments to these guidelines shall follow the same procedure.