

1.在要更換床位時應該申請什麼

- (1)您需要親自到學生事務處的宿舍服務組(不是宿舍櫃台)辦理床位變更，您的資料變更才會進入住宿名單中。
- (2)若您變更的床位在相同樓層，就不需要到網路註冊系統進行搬遷床位的資料變更，也可以上網。
- (3)進行搬遷床位的資料變更，連線到校園網路管理系統平台：<http://nsp.asia.edu.tw>，選擇「網路註冊系統」。
- (4) 使用校園入口的帳號(ANID)密碼登入註冊系統，登入後進行「搬遷確認」。
- (5) 完成後等待10分鐘後電腦重新開機即可正常使用。

1. What should apply when you want to replace the bed?

- (1) You need to go to the **Office of Student Affairs - dormitory section (not dormitory counter)** handle change beds, the new information will be added to the list.
- (2) If you change the bed in the same floor, there is no need to "Internet registration system" to change the information, but also to the Internet.
- (3) Connect to the **Campus Network Management Platform** <http://nsp.asia.edu.tw>, select **Network Registration System**.
- (4) Your login account(ANID) & password (with the same "Campus Information Portal"), After login to change your data.
- (5) In complete, wait 10 minutes, reboot the computer.