

國立嘉義大學進德樓學生宿舍住宿申請表 收件編號：_____

National Chiayi University Dormitory Application Form *For International Students*

申請日期 Date of Filling in the form : 年Y/ 月M/ 日D/ :

學制 Study Level	<input type="checkbox"/> 博士 PhD. <input type="checkbox"/> 碩士 Master <input type="checkbox"/> 大學部 Undergraduate			貼照片 一張 (一吋) Photo 相片黏貼 請勿 超出該欄框		
申請寢型 Room type	<input type="checkbox"/> 單人 Single <input type="checkbox"/> 雙人 Double <input type="checkbox"/> 三人 Triple <input type="checkbox"/> 四人 Four people					
系別 年級	Dept.	Grade	學號 Student ID		性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female
姓名 Name	出生年月日 Date of birth (Y/M/D)				血型 Blood Type	
聯絡電話 Phone number			居留證號 ARC No.		分配床位 Room	房 室 床
緊急聯絡人 Person to Contact in Emergency	稱謂 Relationship	姓 名 Name		電話、手機 Phone number		
護照號碼 Passport No.						

申 請 注 意 事 項

1. 房間內不可烹煮食物。
Cooking or burning in the dormitory rooms is prohibited.
2. 住宿生會客，應於上午 7 時至夜間 11 時於交誼廳或其它公告場所辦理會客。
Boarder is suggested to meet guests/friends in the living rooms or other announced areas in the dormitory from 7:00 AM to 11:00 PM.
3. 不可帶非住宿生進入寢區。
Non-resident is prohibited to enter or accommodate in the dormitory rooms.
4. 申請退宿時，學生必須將房間回復原狀，如未回復原狀，學生須自行負擔清潔(整理)費用。
During the period of withdrawal, the resident is responsible for returning the room in its original condition when he/she initially entered the residence. For any irresponsible reason, a charge will be made for cleaning/repairing.
5. 大學生完成申請宿舍床位後可保障一學年住宿權；碩生得保障 2 年，博士生保障 4 年（研究生須於每年 4 月 20 日前申請續住，如未申請視同放棄）。
After completing the application of the dormitory, there is one-year guarantee of the resident right for the undergraduate students; two years for the master students; and four years for PhD. (The graduate students need to apply to extend the accommodation before April 20 each year. If not, we will view the case as the forgo of the accommodation rights.)
6. 寒暑假關舍前，依規定須搬離私人物品，將寢室打掃乾淨，並經宿舍幹部檢查合格後使得離宿。
According to the dormitory regulation, the boarder could leave after the personal items are removed, the room are cleaned and checked by dormitory worker before the closing of the dormitory in summer or winter break.

簽 署

我已閱讀、理解並同意宿舍法規的約束。

I have read, understood and agree to be bound following dormitory regulations.

申請人簽名 Applicant's signature : _____ M/ D/ :

國立嘉義大學住宿生郵局存摺、居留證影印本黏貼表

居留證 影印本 Photocopy of Alien Resident Certificate (正 面) (Front)	居留證 影印本 Photocopy of Alien Resident Certificate (背 面) (Back)
--	---

請注意：

- A、申請宿舍期限為 **115** 學年度第 1 學期起至 **115** 學年度第 2 學期止，住宿費用兩學期繳納，入住後自願退宿及勒令退宿者，當學期住宿費概不退還，並須繳交住宿契約違約金，休、退、轉學或畢業者不在此限。

The available period of dormitory accommodation is set from the first semester to the second semester of the **115** academic year, the accommodation fee is allowed to be paid in each semester. If there are any withdrawal situations of voluntary or other reason, the accommodation fee is non-refundable during the semester. And must pay the accommodation penalty, which excluding the case of study suspension, dropout, transfer or graduation.

- B、第 1 學期完成繳費單出單程序後，未按規定進住者，其所繳納之住宿費不予退費，尚未繳費者，不予撤單並將進行追繳。

Those non-regulatory resident that without living in as required after the procedure of printing the accommodation bill in the first semester, the submitted payment of accommodation will NOT be refunded. Those who haven't paid the fee, the bill will not able to be cancelled and the additional money will be charged.

- C、學年中候補(或遞補)入住者，另依相關規定比例收費。

The candidate of the resident during the middle academic year, their accommodation fee will be prorated according to relevant regulations.

- D、住宿期限不含寒暑假期間，寒暑假期間如需住宿，須另依學校寒暑假住申請公告辦理。

Winter and summer vacation are not counted in the duration of the accommodation period, if accommodation is needed, it had to follow the announcement of the accommodation by the school.

- ※ **外籍生皆具有本舍次學年原床位續住優先權**，但須於每年 **3** 月配合學生事務處 **次學年住宿申請規定公告** 提出書面申請 (須至宿舍辦公室索取 **次學年住宿申請單**)。

Jin De dormitory office will provide the former room as the first priority for international students in next year. Therefore, international students should submit application forms in March. (Please get the dormitory application forms for next year at the dormitory office)

- ※ **欲換房型者亦請於上述時間向宿舍辦公室提出申請。**

If international students who wish to move to other rooms, please fill the application form at the dormitory office in March.