

明志科技大學國際學生學生宿舍退宿申請表

Withdrawing Application Form for International Students' Dormitory in Ming Chi University of Technology

____年/Year ____月/Month ____日/Day

英文姓名(與護照相同)/English Name (As shown on passport)		
(名/Given Name)		(姓/Surname)
班級/Department and Class	學號/Student ID	性別/Gender <input type="checkbox"/> 男/Male <input type="checkbox"/> 女/Female
連絡電話/Contact No.	電子郵件/E-mail	
目前寢室及床位/Current Room and Bed no.		
緊急聯絡人(父母或親友)/Emergency Contact Person (Parents, relatives or close friends)		
姓名/Name: _____		關係/Relationship: _____
電話/Tel: _____		電郵/E-mail Address: _____
在台聯絡人(若無則可不填)/Contact Person in Taiwan (If none, leave blank)		
姓名/Name: _____		關係/Relationship: _____
電話/Tel: _____		電郵/E-mail: _____
退宿原因說明/Reason for Moving Out		
正式退宿日期 Date of Formal Moving Out		
____年/Year ____月/ Month ____日/Day		
舍監/Housemaster		
業務承辦人/Handling personnel		教授/Advising Professor

審核 /Audit	審核結果(會計室) 退費金額/ Audit Result (Accounting Office) Refund Amount	學務長/ Director of Student Affairs	副學務長/ Deputy Director of Student Affairs	生輔組組長/ Leader of Students Guidance Section	業務承辦人 /Handling personnel

提醒/Notes:

1. 本表經核准後，影印交舍監 1 份，請同學逕向舍監辦理離舍相關檢查作業，並歸還寢室鑰匙。

After approval, one copy of this form shall be handed to the housemaster. Please handle related inspection operations to the housemaster and return the key of dormitory.

2. 凡未經舍監檢查合格即自行離舍者，將依校規簽請處分。

Students who move out without the examination approval of housemaster shall be punished by the school rules.