

研究生新生暑期提前住宿申請單

Summer Pre-arrival Housing Application Form for New Graduate Students

一、基本資料 Basic Information

姓名 Full Name		系所 Department		繳費收據黏貼處	
身分證號 Passport No.		性別 Gender		手機 Cell Phone	
申請理由 Reason for Application	<input type="checkbox"/> 參與實驗室研究 Participating in laboratory research (指導教授簽章 Advisor's signature required) <input type="checkbox"/> 上課 Attending classes 系所主任或開課老師簽章 (Department Chair or Instructor's signature required)				
長庚大學應屆畢業生 CGU recent graduates			<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No		
暑期提前 住宿日期	Period of Stay: From [Y]____/[M]____/[D]____ to [M]____/[D]____ Total Weeks: _____ (NT\$350 per week) *共計 Grand Total: *NT\$_____				
申請人 Applicant Signature		指導教授/所辦公室 Advisor/Department Office Stamp)		繳費收據黏貼處 一、繳費方式： 1. 郵政劃撥 戶名:長庚大學 帳號:19399765 2. 出納組繳費 二、申請時間: 6/5 至 8/20 止 三、申請流程： (1)填妥申請單→(2)指導教授/所 辦公室簽章→(3)繳費→(4)持收 據及申請單至住宿組辦理配宿 床位→(5)持繳費收據及申請單 至舍監櫃台辦理進住手續 四、如開學後無申請住宿者，至多可 申請至 8 月 30 日止。 Payment Method I. Postal Transfer Account Name: Chang Gung University Number: 19399765 II. Cashier's Office	

二、住宿組配宿填寫 Submit the receipt and application form to the Student Housing Section for room assignment

申請核准住宿日期： 自____年____月____日至____月____日止，共計____周， 經住宿組確認繳費收據金額，合計____元 配宿床位：____樓____寢____床	住宿組經辦 Student Housing Section
<input type="checkbox"/> 開學後「有」申請住宿，請於 8/30-8/31 搬遷至開學後床位 <input type="checkbox"/> 開學後「無」申請住宿，請於 8/30 前完成退宿程序 For those not applying for dormitory housing for the upcoming semester, the maximum stay period is until August 30.	

三、宿舍進住/進住同意書 To the Dormitory Warden's Desk to check in and sign the Residency Agreement.

1. Compliance with Regulations I agree to abide by the "CGU Dormitory Regulations" and the demerit point system, accepting all cumulative points and subsequent penalties. 本人承諾遵守「長庚大學宿舍生活管理辦法」及「違規記點規定」，並接受點數累計及相關獎懲。
2. Mandatory Eviction for Violations Accumulating 10+ points leads to mandatory eviction within 7 days. If not moved, after a 3-day notice, items will be stored without liability and disposed of as waste after 7 days at the resident's own risk. 違規扣點累計滿十點或以上，勒令退宿，並於七日內(含例假日)搬離。 未於規定期限內辦理退宿者，經再次通知三日內未搬離私人物品，得將其物品集中暫放儲藏室，不負保管責任，逾七日未領回，視同廢棄物品處理，相關財物損失自行負責。
3. Move-out and Storage Deadlines Rooms must be cleared during non-residency periods. All stored items must be removed by Sept 2nd otherwise, I authorize the school to dispose of them as waste and will bear all losses. 未申請/繳費之期間，將清空個人寢室床位(含櫥櫃)並辦理退宿程序。若暫放儲藏室之物品，將於 9 月 2 日前完成清空，如逾期本人同意住宿組以廢棄物處理，相關財物損失由本人自行負責。
申請人簽名(Applicant Signature): _____
承辦舍監簽名： _____ 日期： _____