

大葉大學學生學雜費分期繳納申請表(境外學生版)

Dayeh University Student Tuition & Fees Installment Payment Application Form (for foreign students)

_____ (First/Second) Semester in _____ (yyyy) Academic Year

★【受理期限：第一學期 10 月 5 日前；第二學期 3 月 5 日前，逾期恕不受理。】

Application period: up to October 5th for First Semester (Fall) and March 5th for Second Semester (Spring); late application will not be considered.

系級 Dept.		學號 Student ID		姓名 Full Name	
e_mail		行動電話 Mobile Phone No.		住宿電話 Accommodation Phone No.	
連絡地址 Mailing Address					
家長姓名 Parents' Names			家長連絡電話 Parents' Contact Phone No.		
分期付款申請內容 Description of Installment Payment					
申請條件 Application Qualification	<input type="checkbox"/> 因未領獎學金或獎助學金尚未核發 Not awarded with scholarship; financial support allowances not granted yet <input type="checkbox"/> 家庭突遭變故經濟陷入困難 Family economic difficulties due to force majeure		繳交資料 Required Documents	<input type="checkbox"/> 學雜費繳費單(延畢生免) Tuition & Fees Bill (NOT required for students deferring graduation) <input type="checkbox"/> 清寒相關證明文件 Middle or Middle-low Income Household Certificate <input type="checkbox"/> 其他相關證明文件 Related Proof Documents	
申請理由 Application Reason					
分期付款 Installment Plan	第一學期 (10 月 5 日前提申請) First Semester (application deadline: October 5 th)		第二學期 (3 月 5 日前提申請) Second Semester (application deadline: March 5 th)		
	第一期：(須於申請分期前繳納) First Repayment: (should be made before installment payment application) 新台幣 NT\$_____元(分期付款總金額之 1/3) (1/3 of total amount) 第二期：(須於 11 月 15 日前繳納) Second Repayment: (should be made before November 15th) 新台幣 NT\$_____元(分期付款總金額之 1/3) (1/3 of total amount) 第三期：(須於 12 月 15 日前繳納) Last Repayment: (should be made before December 15th) 新台幣 NT\$_____元(繳清剩餘欠款) (the rest of the amount)		第一期：(須於申請分期前繳納) First Repayment: (should be made before installment payment application) 新台幣 NT\$_____元(分期付款總金額之 1/3) (1/3 of total amount) 第二期：(須於 4 月 15 日前繳納) Second Repayment: (should be made before April 15th) 新台幣 NT\$_____元(分期付款總金額之 1/3) (1/3 of total amount) 第三期：(須於 5 月 15 日前繳納) Last Repayment: (should be made before May 15th) 新台幣 NT\$_____元(繳清剩餘欠款) (the rest of the amount)		

	<p>1、本人願意遵守【大葉大學學生學雜費分期繳納辦法】之規定，依所訂期限內繳清應付之款項。逾期未繳清者，不得再申請次學期之分期繳納。</p> <p>I hereby abide by “Da-Yeh University Student Tuition & Fees Installment Payment Regulations” and should pay the installments before specified repayment dates. Those failing to pay the installments before specified repayment dates may not be eligible to apply for installment payment the next semester.</p> <p>2、如畢業或因故辦理休、退學離校時，應繳清所有積欠款項，始得辦理離校手續。</p> <p>In the event of graduation, suspension or withdrawal from school, applicants should pay off all the installments before going through formalities of leaving school.</p> <p style="text-align: right;">申請人簽章(Signature) : _____</p>
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①總務處財管組 Section of Financial and Property Management in Office of General Affairs	②系所單位 Offices	③國際暨兩岸交流處 Office of Foreign Affairs	④教務處註冊組 Section of Registration in Office of Academic Affairs
<input type="checkbox"/> 已繳清前期所有欠款 Previous installments paid off already <input type="checkbox"/> 已繳交本期第一期款項 First repayment made already		<input type="checkbox"/> 未獲獎助學金 Not awarded with scholarship <input type="checkbox"/> 已獲獎助學金 Awarded with scholarship 新臺幣 NT\$_____元	
⑤會計室 Office of Accounting	⑥秘書室 Office of Secretary	⑦副校長 Vice President	⑧決 行 Approval

注意事項 (Notice) :

- 一、奉核後正本送會計室，影本送申請人、總務處及系所(轉知師徒導師)存查。
 After the application is approved by the school, the case officer should submit the original to the Office of Accounting and forward the copies to the applicant, the Office of General Affairs, and the department (the applicant’s mentor should be informed) for documentation.
- 二、還款流程：憑申請表影本按期至財管組繳費，會計室依繳費收據辦理核銷。
 Repayment procedures: Applicants should bring the application form copy and pay the installments at the Section of Financial and Property Management before specified repayment dates. The accounting office shall apply for write-off according to the repayment receipt.