

學雜費分期付款申請表 / Tuition and Miscellaneous Fees Installment Application Form

一、申請學雜費分期付款資格檢核如下 / Eligibility for Tuition Installment Application:

該生是否未符合辦理就學貸款資格：是 否 (請儘速辦理貸款)

Is the student ineligible for a student loan? Yes No (Please apply for a loan as soon as possible)

是否已尋求學務處生輔組緊急紓困助學協助：是 否 (請至生輔組申請協助)

Have you sought emergency financial aid from the Student Affairs Office? Yes No (Please apply at the Student Affairs Office)

上學期學雜費已繳清：是 否 (請檢附繳費證明)

Was last semester's tuition and fees fully paid? Yes No (Please attach proof of payment)

檢核人簽章(導師): _____

Verified by (Advisor's Signature & Stamp): _____

二、前兩項資格檢核皆為“是”者，始能提出學雜費分期付款之申請。

Both of the first two eligibility criteria must be “Yes” to apply for tuition installment payment.

三、經核准分期繳納學雜費者，應主動依各期繳費期限內繳納。逾期未繳納者，取消分期之核准並應於逾繳費期限次日起 2 週內繳清當學期之欠費。未能依規定期限完成繳費者，依學則第十條第一項規定為註冊未完成，本校將依學則第十一第一項規定「逾期未註冊」辦理。

Once approved for installment payment, students must pay according to the installment schedule. Late payment will result in cancellation of installment approval, and the remaining balance must be paid within 2 weeks from the day after the due date. Failure to pay within the deadline will be considered incomplete registration according to Article 10, Paragraph 1 of the Academic Regulations, and the university will process “late registration” according to Article 11, Paragraph 1.

四、前學期學雜費未繳清者，不得再申請本學期學雜費分期付款。

Students who have not fully paid last semester's tuition and fees are not eligible to apply for installment payment for this semester.

系所 / Department		學號 / Student ID	
姓名 / Name		電話 / Phone	
學雜費總額 / Total Tuition & Fees	已繳金額 / Amount Paid		餘款金額 / Remaining Balance
申請原因 / Reason for Application		申請學期 / Application Semester	
※詳細付款日期及金額如下 / Installment Payment Schedule:		共分 ___ 期 / Total ___ Installments	
範例 / Example: 第一期 / 1st installment: ___ 年 ___ 月 ___ 日, ___ 元 / NTD (餘類推 / and so on for remaining installments)			
			合計 / Total: _____ 元 / NTD
※最後一期繳費期限應於當學期結束前完成繳費 The last installment must be fully paid before the end of the semester.			
申請人簽名 / Applicant	家長簽章 / Parent Signature	導師簽章 / Advisor Signature	

