

CYCU ___ School Year
Application Form for Vacating Student Dormitory
 _____ (MM/DD/YYYY)

Class/Department		Student ID		Name	
Tel. No. (H)		Mobile No.		dormitory	
Parent's Name		Mailing Address			
Cause:					

※ Notes:

- I. The student who wishes to apply for vacating the dormitory shall submit the parent's written agreement and related certificates.
- II. Upon receipt of the approval, the student shall vacate the dormitory in the manner required, and be prohibited from applying for the dormitory accommodation again before graduation.
- III. Article 9 of the Regulations Governing Management of the Student Dormitory:
 1. Upon receipt of the approval, the students may accommodate the dormitory for one school year only, but are not allowed to apply for vacating the dormitory or refund of payment in mid of the school year (unless they suffer from some notifiable disease).
 2. The students who privately vacate, or are ordered to vacate, the dormitory in mid of the school year shall be prohibited from claiming refund of payment and applying for the dormitory accommodation again, and be imposed punishment therefor.
 3. No punishment will be imposed on the freshmen who apply for vacating the dormitory during the adaption period, and they will receive the refund of payment pursuant to the relevant requirements.
- IV. The adaption period applicable to the freshman's accommodation means one (1) month after the dormitory is opened. Those who cannot be adapted to the life in dormitory may apply for vacating the dormitory. Those who apply for vacating the dormitory upon expiration of the adaption period will be held vacating the dormitory privately in mid of the semester and, therefore, will receive no refund of payment and be imposed the punishment therefor.

Student : _____ (signature/seal)
 Parent: _____ (signature/seal)

Reviewed and Completed by the Dormitory Supervisor

※ Status:

- I. Not yet moved into the dormitory Once moved into the dormitory Already moved out of the dormitory
- II. Not yet received the key Already received the key Already surrendered the key

※ Review on refund of payment:

- I. Freshman Non-freshman
- II. Adaption period for freshman In mid of the semester
- III. No punishment imposed Two (2) reprimands Others: _____
- IV. Full refund Refund as required No refund

Dormitory Supervisor		Remarks	
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Parent's certificate

I have already advised my parent (father
mother) (please identify) on _____
(MM/DD/YYYY). Upon approval of my parent, I
am willing to waive my dormitory bedroom in the
school year of ____.

***Please complete the following information to help
our operation.**

Waived dormitory: Enci Liang Shan Lih Hsing
Hsin Shih Ren Cheng

Cause:

Department/Grade:

Class:

Name:

Signature/seal by the Parent:

Parent's Tel. No.: