

NYCU ___ Semester of ___ Application to Leave the Dormitory (Issuance of refund)

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| Department : | Student ID : | Name : |
| Dormitory formerly applied: _____ Building, _____ Room. Accommodation Fee per semester (refund) NTD | | |
| <p>Reason of withdrawing from lodging:</p> <p>1. Any withdrawal of the right to live in the dormitory shall be applied before May 30. A student notified of being assigned a bed after May 30th should indicate availability or decline housing if he/she would not like to be in residence, otherwise it will be regarded as “occupied residence”. If one fails to make cancellation of housing within 14 days since the date of being notified will be charged for the residence fee. A refund of housing cancellation is in accordance with Article Four, Paragraph IV, Student Accommodation Policy.</p> <p>2. The minimum cancellation charges is 1/3 of the original residence fee. Additionally, he/she will not be allowed to stay on-campus residence for the duration of his/her study.</p> | | |
| Refund Options (please check one option below) | | |
| <input type="checkbox"/> Post Office Transfers (personal account only): _____ (14 digits) | | |
| <input type="checkbox"/> E. Sun Bank Transfers (personal account only): _____ (13 digits) | | |
| <input type="checkbox"/> Receive a Check (in person) | | |
| Below for Office Use Only | | |
| Staff in Charge | Director of Housing Service Division | Director-general of the Dormitory Management Committee (Under the instruction of the Vice President of Student Affairs) |
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