國立宜蘭大學訪問學生宿舍申請單

**NIU School Dormitory Application Form**

1. 姓名Name:

|  |  |  |
| --- | --- | --- |
|   |   |   |
| Given 名 | Middle 中間名 | Family 姓 |

1. 性別Gender：□男 Male □女 Female
2. 國籍Nationality：
3. 電子郵件Email：
4. 預計住宿期間：自西元\_\_\_\_\_\_年\_\_\_\_\_\_月\_\_\_\_\_\_\_日至 \_\_\_\_\_\_年\_\_\_\_\_\_月\_\_\_\_\_\_\_日

Stay from \_\_\_\_\_\_YYYY/\_\_\_\_\_\_MM/\_\_\_\_\_\_\_DD to \_\_\_\_\_\_YYYY/\_\_\_\_\_\_MM/\_\_\_\_\_\_\_DD

【重要注意事項Must Read】

|  |
| --- |
| 1. 訪問學生請詳填上述資訊。填寫完畢後，由本校接待教授代為申請校內住宿並完成相關手續。訪問學生送出此申請書前，請務必先與接待教授確認住宿費用係由訪問學生或接待教授支付。本校學生宿舍收費每日新台幣160元整。
2. 本校學生宿舍為四人房，如申請成功，訪問學生將與2~3名同學同住一房。然因本校學生宿舍房間有限，訪問學生提出此申請後，不保證可獲得住房，申請結果將以本校學務處審核為準。訪問學生如未能入住校內宿舍，或自願住宿校外，請洽接待教授協助。
3. 申請成功者，請依核准日期準時入住，如提前2天以前抵達，請自行安排核准日期以外之住宿。
4. Your NIU Host Prof. will be responsible for applying the school dorm and completing related process after you fill up this form. You should reach an agreement with your Host Prof. whether the accommodation fees are covered by yourself or the Prof. before submitting this form. NIU school dorm fee is NT$160 per day.
5. To stay in NIU school dorm, you will be sharing the room with 2 to 3 roommates. However, due to limited rooms, this application does NOT guarantee your place for school dorm. Final result will be determined by NIU Office of Students Affairs (OSA). If you cannot be offered a dorm room, or you prefer to stay outside NIU, please contact your Host Prof. to assist.
6. Students who successfully reserve a room shall check-in on the first day of the approved duration. If you arrive more than 2 days earlier than expected, please arrange your accommodation before the approved check-in day.
 |
| □我了解並同意以上事項(請打勾) I understand and agree above guideline ( Applicant please tick) |
| 訪問學生簽名/日期Signature of Applicant/Date | 接待教授簽名/日期Signature of Host Prof./Date |
|  |  |

【以下由行政單位填寫Administrative Use Only】

|  |  |  |
| --- | --- | --- |
| 學務處勾選審核結果 OSA reply | 學務處核章/日期 OSA Stamp/Date | 順會國際事務處核章/日期 Copy to OIA |
| **🞏申請成功　OK. Reserve a room🞏申請未過，無床位 No vacancy**  |  |  |

本表正本由學務處保存 ，副本送國際事務處This form is kept by OSA, copy to OIA