



公告事項：

108 學年度第二學期因「實習」/「海外研習」需辦理「退宿」相關作業規定事項：

- 一、申請資格：108 學年度第二學期參加學校「校外實習」或「海外研習」之同學。
- 二、申請方式：表格申請。
- 三、申請期限：12 月 6 日前完成。
- 四、申請流程：
 1. 填寫附件表格(自行下載列印填寫)。
 2. 附本次實習所依據之實施計畫(以系為單位，一系一份即可)及實習單位所錄取之通知書。
 3. 以上表格及附件請加蓋系主任職章及系辦圓戳章以資證明。
 4. 完成上述表格請送至學務處生活輔導組宿舍承辦人施小姐處辦理。
- 五、非實習或休轉退學之理由，需住宿一學年（兩個學期），不接受其他理由申請退宿，請同學注意！如需調整房間或房型請密切注意 11 月底的公告！
- 六、因實習/交換計畫結束需返校住宿者，請注意 11 月底的申請住宿公告，屆時再提出申請。
- 七、如有不明之處，請至生輔組或電話詢問。
06-2533131 轉 2201~2203 施小姐

學務處生活輔導組 啟



STUST 2nd Semester Student Dormitory Check-out Application for Internship or Exchange Program

1. Qualification: Dorm residents who apply for internship outside the campus
2. Way to apply: Fill in the following form and send back to LSD
3. Deadline for the application: Dec. 6
4. How to apply:
 - (1) Fill in the following form (Please download it by yourself)
 - (2) With the plan for your internship (One copy for each department will be fine.) and the admission from the internship recruiters
 - (3) The above form and attachment should be stamped with the director of your department and the office of your department as validations.
 - (4) After you complete the above forms, please send them to Ms. Sunny Shih at Living Supervision Division, Student Affairs (L102).
5. You have to stay in the dorm for one academic year (two semesters) unless you have internship program or you transfer, suspend from school. We don't accept any other reason to move out from the dorm at 2nd semester. Please be careful about it!
6. If you've completed your internship/exchange program and would like to apply for the dorm for 2020 spring semester, please find the notice in late November and hand in your application.
7. If there's any problem or question about this application, please come to LSD or call 06-2533131ext.2201~2203 Ms. Sunny Shih.

LSD, Office of Student Affairs, STUST