國立臺灣師範大學新生保留入學資格申請書

National Taiwan Normal University Admission Deferral Request Form

申請日期 Date of Application： 年 月 日

<table>
<tr><td rowspan="6">申請人資料
Student Information</td><td>學生姓名
Name</td><td>身分證字號
Passport Number</td><td>學號
Student ID</td><td>學制
Program</td></tr>
<tr><td></td><td></td><td></td><td>□學士班 Bachelor's Program
□碩士班 Master's Program
□博士班 Doctoral Program</td></tr>
<tr><td>保留學年度
Original Term of Admission</td><td colspan="2">系所
Department /Graduate Institute</td><td>組別
Division</td></tr>
<tr><td>學年度(Academic Year)</td><td colspan="2"></td><td></td></tr>
<tr><td>通訊地址 Address</td><td colspan="3">□□□</td></tr>
<tr><td>聯絡電話 Phone</td><td colspan="3"></td></tr>
<tr><td></td><td>電子信箱 E-mail</td><td colspan="3"></td></tr>
<tr><td>申請事由
Reason
(檢附相關證明文件 with a certificate)</td><td colspan="4">□ 因重病須長期療養，持有健保局特約區域醫院以上出具之診斷證明書者Serious disease (with medical report)
□ 持有鄉鎮市區公所以上出具之低收入戶證明者
Student with low income or low and middle income proved
□ 本國生因服義務役持有入營服役通知書或在營服役證明書者
Domestic students who have compulsory duty for military service
□ 境外生生因故不能按時來校報到入學者
Foreign students who are unable to register on time due to unforeseen circumstances
※ 為維護學生懷孕受教權，請檢具相關證明文件：
□懷孕、分娩 □撫育三歲以下子女 □曾懷孕(人工流產、自然流產或出養) □因配偶或伴侶懷孕、曾懷孕
Pregnant or Procreation; Parenting（Child under 3）; Is/was pregnant this semester (or spouse is/was pregnant)
□ 因教育實習並持有證明書者
Teaching practicum
□ 因其他不可抗力因素（如：天災）而無法於當學期註冊入學者，請敘明原因：
Other force-majeure circumstances</td></tr>
<tr><td>注意事項
Notes</td><td colspan="4">一、各類入學管道之招生簡章內規定不得辦理保留入學資格者，不得申請保留入學資格；惟服兵役且持有入營服役通知或在營服役證明書不在此限。
Students who have acquired admission qualifications through admission channels that impose restrictions on the deferment of admissions as stated in the corresponding enrollment rules may not apply for the deferment of admissions; however, students currently serving in the military shall be exempt from the above restriction provided they present either a notification to report for military service or a certificate of military service.
二、保留入學資格以一年為限，惟保留期間應徵服義務役者，得檢具在營服役證明書，申請延長保留期限，俟保留期滿，檢具退伍證明書，申請入學。
Students who apply to defer their admissions may be granted a maximum one-year deferment, except when the deferment period may be extended due to mandatory draft in which case a certificate of military service is required. Once the deferment period has expired, students may apply for admissions by presenting their military discharge order.
三、請於保留入學期限屆滿前，持保留入學申請書向教務處申請入學，並依當學年度新生入學規定辦理相關手續。擬提前復學之學生，請於翌年1月底前申請。
Before the admissions deferment period expires, students should take their Application for Readmission Form to the Academic Affairs Office to apply for admissions and register in accordance with the stipulations for new students of the current academic year. Students who wish to return to school early should apply before January 31st of the following year.
四、保留期滿未申請入學者，本校逕予取消入學資格。
Students who have reached the conclusion of their deferment period, yet have failed to enroll shall have their admissions qualifications rescinded by this University.

※提醒請務必告知家長或監護人本次退學申請。本國未成年(未滿18歲)者，另請家長簽章：
Please be sure to inform the parents or guardians of this application. Parent Signature (for students under 18 years of age)

申請人_____（簽名 Signature）已充分瞭解上述注意事項，並願遵守規定。
I, the undersigned, have fully understood the above information and agreed to abide by the relevant regulations.</td></tr>
</table>

申請程序 Application Procedure

(1) 系所承辦人 Department Office	(2) 系主任、所長 Department Chair/ Program Director	(3) 國際事務處 Office of International Affairs (非僑生、陸生、外籍生免辦)	(4)教務處註冊組/研教組/公館校區聯合辦公室 Division of Registry / Division of Graduate Studies/ Joint Services of Gongguan Campus
			□ 學歷證件已繳交，並完成系統註記。