

國立彰化師範大學語文中心
Language Center, National Changhua University of Education

學員退費申請表 Refund Application Form

學員編號 Student Number									
姓名 Name									
身分證字號 ID Number									
戶籍地址 Address									
退款帳號 (限學員本人帳戶) Passbook Number (Must be student's personal account)	郵局 Post office : <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>								
	※建議使用郵局帳戶，若無則填其他金融機構帳號並自行負擔轉帳手續費。 ※It is recommended to use a post office account. If not, fill in the account of another financial institution and pay the transfer fee by yourself.								
	金融機構名稱 Name of financial institution								
	分行名稱 Branch name								
帳號 Account Number									
退費班次名稱 Name of the course to be refunded									
退費原因 (請詳細說明) Reason for Refund (Please elaborate)									
退費申請日期 Date of Refund Application									

<p>退費情況 Refund Status</p>	<p>符合請打勾 (依據「專科以上學校推廣教育實施辦法」辦理) Please tick if it meets the circumstances (handled according to the "Implementation Measures for the Extension Education of Colleges and above"</p> <p><input type="checkbox"/> 未開班 (退還全額學費、教材費, 報名費不退) Class cancelled (full tuition fee and teaching material fee will be refunded. Registration fee is non-refundable.)</p> <p><input type="checkbox"/> 報名後上課前 (退還學費九成, 報名費不退) After registration, before the class (90% of the tuition fee will be refunded. Registration fee is non-refundable.)</p> <p><input type="checkbox"/> 上課後未逾三分之一 (退還學費五成, 報名費不退) Taking less than one-third of the classes after the course started (50% of the tuition fee will be refunded. Registration fee is non-refundable.)</p> <p><input type="checkbox"/> 教材費 (限領取當日, 且為全新、無摺痕或劃記者) Teaching material fee (only on the day of collection, and it should be brand new, without creases or scribes)</p>
<p>原繳納學費 Original Tuition Fee Amount Paid</p>	<p>新台幣 萬 仟 佰 拾 元整</p>
<p>原繳納教材費 Original Teaching material Amount Paid</p>	<p>新台幣 萬 仟 佰 拾 元整</p>
<p>退費金額 Amount Refunded</p>	<p>新台幣 萬 仟 佰 拾 元整</p>

申請退費注意事項 Notes on application for refund

1. 請檢附繳款收據正本及郵局存簿封面影本。

Please attach the original payment receipt and the copy of cover of the post office passbook.

2. 退款帳戶限學員本人帳戶。

Refund account is limited to student's own account.

<p>學員簽章 Student's Signature</p>	<p>主管核章 Supervisor's Approval</p>

切結書 Affidavit Letter

_____ (學員姓名) 因無郵局或任何金融機構之帳戶，同意將學費之退款匯入_____ (代領人姓名) 之帳戶，並自行負擔跨行轉帳手續費。

_____ (the name of the student) has no account at the post office or any financial institution, and agrees to transfer the refund of the tuition fee to the account of _____ (the name of the representative), and bears the interbank transfer fee.

學員簽名 Student's Signature :

身分證字號 ID Number :

代領人簽名 Representative's Signature :

身分證字號 ID Number :

中華民國

年

月

日