

靜宜大學新生「保留學籍」申請暨程序單
Application and Procedures for Admission Retention
by Students of Initial Entrance

- ◎ **Application Deadline:** The application procedure must be completed by the last office day of the week before the instructional classes begin.
- ◎ **Eligibility:** In accordance with Article 7 of *Academic Regulations*, the newly admitted students can apply for retention of the admission qualification due to severe illness, military services, pregnancy, or participating in the Youth Education and Employment Savings Account Program (YEESAP). Mainland Chinese students, overseas Chinese students, and international students who cannot register as scheduled are also eligible.
- ◎ **Documentation required:**
 - (1) Severe illness: Certificate of Diagnosis issued by regional hospital or medical center
 - (2) Military Service: Draft notice and photo copy of Military ID
 - (3) Pregnancy and childcare to infant(s) or toddler(s) under three: Evidence issued by the hospital or other evidencing documents.
 - (4) Youth Education and Employment Savings Account Program: relevant evidencing documents.
- ◎ After the applicant filled out the form, the applicant should first have it approved by the case officer of the Div. of R&C., then have it signed off by the signatory units, and finally return the Form to the case officer of the Div. of R&C.

Student No.		Name	
ID No.		Dept.	
Reason for applying for admission retention	<input type="checkbox"/> Severe illness <input type="checkbox"/> Military Service <input type="checkbox"/> Pregnancy <input type="checkbox"/> Childcare <input type="checkbox"/> YEESAP (Freshman only) <input type="checkbox"/> Mainland Chinese students, overseas Chinese students, and international students who cannot register as scheduled.		
Retention term	_____ - _____ year _____ semester retained for _____ year(s)		
Resumption term	_____ - _____ year _____ semester		
Signatory Units	(1) Office of International and Cross-Strait Affairs	(for international students only)	
	(2) Department office		(3) Case Officer of Div. of R&C
	(4) Registrar of Div. of R&C		(5) Dean of Academic Affairs