

國立中央大學學生延長休學申請表
Application Form for Extending the Period of Suspension of Schooling

姓名 Name		系所 Department		組別 Division		學號 Student ID	
電話 Phone		身份 Status	<input type="checkbox"/> 學士班 Undergraduate Student <input type="checkbox"/> 碩士在職專班 In-service Master's Student <input type="checkbox"/> 碩士班 Master's Student <input type="checkbox"/> 博士班 Doctoral Student				
擬申請延長休學 Extension Duration	__ 學期 (自 __ 學年度第 __ 學期 至 __ 學年度第 __ 學期) __ Semesters (from the __ semester of the __ academic year to the __ semester of the __ academic year)						
申請原因 Reasons for the Extension	限 100~500 字以內以條列式敘明理由 Please list your reasons in 100 to 500 words.						
導師/指導教授意見 Faculty/ Thesis Advisor's Opinion							
學生簽名 Student's Signature				申請日期 Application Date			
相關條文 Related Regulation	《國立中央大學學則》第 40 條 學生每次得申請休學一學期至二學年。休學累計以二學年為原則，期滿因重病或特殊事故等原因需再申請休學者，經系（學位學程）主管及教務長同意，得酌予延長休學二年。 Article 40 of National Central University Study Regulations Students may apply for suspension of schooling for one semester to two academic years each time. The maximum of the cumulated period of suspension of schooling is two academic years. For the applicant who needs to apply for a longer period of suspension of schooling due to any serious illness or incident, an additional period of two more academic years can be allowed upon approval from the head of the applicant's department (degree program) and the vice president for academic affairs.						

導師/指導教授 Faculty / Thesis Advisor	系所經辦 Clerk at the Department	系(中心)主任/所長 Director of the Department / Graduate Institute / Center

教務處審核作業欄位 For Reviewers at the Office of Academic Affairs		
已休學期數	累計 __ 學期	一般休學 __ 學期、懷孕、育嬰、兵役休學 __ 學期、延長休學 __ 學期
已修業期數	累計 __ 學期	本學期是否修業年限屆滿 <input type="checkbox"/> 是 <input type="checkbox"/> 否
註冊組經辦 Division of Registrar		註冊組組長(或授權人) Chief of the Division of Registrar(or Deputy)

簽核順序：

Procedures and Instructions:

導師/指導老師→系所經辦→系(中心)主任/所長→註冊組經辦→註冊組組長→教務長

Faculty/Thesis Advisor→ Clerk at the Dept.→ Director of the Dept. / Graduate Institute / Center→ Clerk at the Division of Registrar→

Chief of the Division of Registrar→ Vice President for Academic Affairs