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| Wenzao Ursuline University of Languages  Application Form for Payment Extension of the Semester in the \_\_\_ Academic Year  Application Date: mm/ dd/ yy | | | | | | | | | | | | | |
| Student Name | |  | | Class |  | | Student Number |  | | | Contact Number | |  |
| Fees to be Extended | | * Tuition and Fees   NT$ .   * Computer and internet communication usage fee   NT$ .   * Student accident insurance   NT$ . | | | | | * Dormitory fee NT$ \_\_\_\_\_\_\_\_\_\_\_\_ * Overseas students’ insurance fee   NT$ \_\_\_\_\_\_\_\_\_\_\_\_  Total NT$ \_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | |
| Amount to be Extended | | NT$ \_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | | |
| Reason for applying | |  | | | | | | | | | | | |
| Specified Due Date | | * Full Payment | | | | mm/ dd/ yy | | | | | | | |
| * Installments | | First  payment | | mm/ dd/ yy | | | | Amount |  | | |
| Second  payment | | mm/ dd/ yy | | | | Amount |  | | |
| I agree and confirm the following terms and facts：  If payment extension is approved, installment payments shall be made on time. In the event of failure to make a payment on time or non-compliance, no payment extension application will be accepted in the future.  　Student’s Stamp：　　　　　　　　　　Section of Overseas Student Affairs： | | | | | | | | | | | | | |
| **Unpaid Balance** | | | First Installment NT$ Reason:  Second Installment NT$ Reason: | | | | | | | | | | |
| 班 導 師  Homeroom Teacher | | | 承辦(Handled by)  學務處生輔組  Student Assistance Section | | | 敬會  總務處出納組  Cashier Section | | | 敬會  會計室  Accounting Office | | | 核決  學生事務長  Dean of Student Affairs | |
|  | | |  | | |  | | |  | | |  | |
| Notes | 1. If the due date falls on a holiday or weekend, it is extended to the next working day.  2. Required documents: Application Form (available at the Cashier Section of the Office of General Affairs, the General Affairs Section of the Division of Continuing Education or online) and tuition fee invoice. | | | | | | | | | | | | |