

中國醫藥大學學生緩繳學雜費作業要點

China Medical University Guidelines for Deferring Tuition Fees Payment

- 一、 中國醫藥大學(以下簡稱本校)為照顧因不可抗力因素，無法於開學前一次繳清學雜費之學生，能安心就學及完成學業，訂定本要點。

China Medical University (CMU) has stipulated this guideline to help students who, due to force majeure, are unable to pay tuition and miscellaneous fees in full before the start of the semester, ensuring they can continue their studies without worry and complete their education.

- 二、 適用對象：具有學籍之全體學生。

This guideline is applicable to all students enrolled.

- 三、 適用項目：學雜費(不含平安保險費、健保及其他保險費用)、學分費及宿舍費等。

The fees that can be deferred include tuition and miscellaneous fees (excluding safety insurance premiums, health insurance and other insurance premiums), credit fees and dormitory fees.

- 四、 申請緩繳須符合下列條件之一：

(一)全戶所得符合辦理就學優待、共同助學補助及就學貸款申請規定，因其他因素未能申請前開項目。

(二)家庭突遭變故，無法於期限內繳清者。

(三)境外學生(外國學生、僑生、港澳生及陸生)因故無法於期限內繳清者。

(四)特殊情形者。

To apply for deferred payment, applicants shall meet one of the following conditions:

1. The household income meets the requirements for applying for preferential education, joint student aid and student loans, but the applicant is unable to apply for the aforementioned relief due to other reasons.
2. Students with family emergency that are unable to pay the fees on time.
3. Overseas students (international students, overseas Chinese students, Hong Kong & Macau students, or Mainland Chinese students) that are unable to pay the fees on time due to some reason.
4. Students with special circumstances.

- 五、 符合申請資格學生，應於開學前提出申請，並檢附下列資料：

(一)本國學生：

1. 學生緩繳學雜費申請表。
2. 國稅局開立之最近一年度全家各類所得總歸戶清單正本。
3. 全戶戶籍謄本正本。
4. 其他相關證明文件。

(二)境外學生：學生緩繳學雜費申請表。

Applicants shall submit the application before the start of the semester and attach the following documents:

1. Domestic students:

(1) Application form for deferred payment.

(2) Original copy of the list of all incomes of the household for the most recent year issued by the National Taxation Bureau.

(3) Original copy of household registration.

(4) Other supporting documents.

2. Overseas students: Application form for deferred payment.

六、緩繳金額清償時限：

(一)本國學生：學期三分之一前。

(二)境外學生：獲准各項入學獎學金抵繳學雜費者，於獎學金撥款時扣抵；若各項入學獎學金不足以繳納學雜費，於學期三分之二前補納差額。

如有歷年學雜費尚未繳清者，須先繳清費用，始得辦理新學期之學雜費緩繳申請。

Deadline for deferred payment:

1. Domestic students: Before one-third of the semester.

2. Overseas students: Those who are approved to pay with scholarships, the amount will be deducted when the scholarship is issued. If the amount of the scholarship is not enough to cover the fees, the remain amount shall be paid before two-third of the semester. If there are any unpaid fees from previous years, one must pay them first before applying for deferral for the new semester.

七、本校財務室應定期通報未於期限內清償緩繳項目學生名單予註冊課務組、研究生事務處、國際事務處及軍訓暨生活輔導組。

The Office of Finance shall regularly report the list of students who have not complete the payment within the deadline to the Office of Academic Affairs-Registration and Curriculum Division, Office of Graduate Student Affairs, Office of Global Affairs, and Office of Student Affairs-Military Education, Guidance and Counseling Division.

八、未依第六點規定清償緩繳項目者，視同未完成註冊程序，依本校學則規定，新生取消入學資格，舊生應令休學，但其已休學期滿者應令退學。

Those who fail to complete the payment in accordance with deadline in the provisions of Article 6 will be deemed to have failed to complete the registration process. According to the CMU Academic Regulations, new students will be disqualified from admission, current students will be asked to suspend their studies, and those whose suspension period has expired will be expelled.

九、本要點經教務會議通過，報請校長公告施行；修正時，亦同。

These guidelines are subject to approval by the University Affairs Meeting and announced by the President of China Medical University. Amendments follow the same procedure.