國立中山大學教職員工宿舍借用申請書(約用人員)
National Sun Yat-sen University
Faculty/Staff Dormitory Application Form (Contract Employee)

※凡未填本申請書者無法參加當次空舍分配，經補填申請書後始可參加下次空舍分配。
※ Application form must be filled out before dormitory allocation. You may only apply for the next allocation after the application deadline.

申請人自填　For Applicant	申請人（即借用人）Applicant (Renter)	姓名 Name		職稱 Job Title		人事室審核人核章 Reviewed by Office of Personnel Services
		身分證字號 ID Number		底薪(薪俸額) Base Salary		
		出生年月日 Birthday		到職日期 Date Arrived		
		單位 Faculty		性別 Gender		
		校內分機 Extension Number		手機 Phone Number		
		E-mail				※敬請人事室就申請人之職稱、底薪(薪俸額)、到職日期及戶籍地址，惠予審查。 *Please examine the applicants by job title, salary basis (income), arrival date, permanent address, etc.
		戶籍地址 Permanent Address				
		居住地址 Mailing Address	☐同戶籍地 same as permanent address ☐如右 as follows:			
		曾否借用本校宿舍 （曾否兼任主管，請檢附資料） Have you rented the dormitory before? (Ever served as a director? Please attach relevant information.)	☐是 Yes ☐否 No	本人或配偶曾獲政府輔助、補助購置或承購住宅? Have you or your spouse been granted government housing subsidies or loans?		☐是 Yes ☐否 No
		配偶為軍公教人員 Spouse served as a public servant	☐是 Yes ☐否 No	本人或配偶是否已借用他機關多房間職務宿舍? Have you or your spouse already rented a multi-room staff dormitory from other institutes?		☐是 Yes ☐否 No
		申請原因 Reason of Application	**(請具體說明業務特殊需要申請住宿原因)** **Please explain in detail the reason for applying for campus housing due to work-related needs.**			

積點勾選 Check descriptions applied to you	◎身心障礙程度(申請時檢附身心障礙手冊影本) Degree of Disability □極重度身心障礙，加 40 點。 Severely disabled: Add 40 points. □重度身心障礙，加 30 點。Seriously disabled: Add 30 points. □中度身心障礙，加 20 點。Moderately disabled: Add 20 points. □輕度身心障礙，加 10 點。Mildly disabled: Add 10 points. ※Please attach a photocopy of the Physically and Mentally Handicapped Handbook with the application form. ◎住宅與本校距離 Distance between Residence and University □本人或配偶之自有住宅與本校之距離逾 25 公里至 30 公里以內者，加 6 點。 　My or my spouse's self-owned residence is between 25 and 30 km from the University: Add 6 points. □本人或配偶之居住住所(非自有住宅)與本校之距離逾 25 公里至 30 公里以內者，加 12 點。My or my spouse's residence (not self-owned) is between 25 and 30 km from the University: Add 12 points. □本人或配偶之自有住宅與本校之距離逾 30 公里者，加 9 點。 　My or my spouse's self-owned residence is more than 30 km from the University: Add 9 points □本人或配偶之居住住所(非自有住宅)與本校之距離逾 30 公里者，加 18 點。 　My or my spouse's residence (not self-owned) is more than 30 km from the University: Add 18 points.

申請人簽名 Applicant's Signature		申請單位主管 Supervisor of the Applicant	

審核 Review	總務處資產經營管理組 Property Management Division of General Affairs	資產經營管理組組長 Director of Property Management Division	總　務　長 Vice President for General Affairs
	一、列入＿年＿月調配名冊。 二、依職務宿舍調配暨管理要點辦理。 1. Registered in dormitory allocation waiting list (Month:　Year:　). 2. By the Guideline for the Management of Faculty/Staff Dormitory.		

備註 Notes	一、本申請書請申請人按實逐欄填寫，如有填載不實或頂替申請之情事，申請人須自負法律責任。 　　Please make sure you hold the above information as true, accurate, and complete. Applicants should accept full legal responsibility for all the information. 二、本申請書提供本校約用人員因業務特殊需要者填報，每月房租津貼比照編制內教職員數額扣繳。 　　**This housing application is only for NSYSU contract employees with special work-related needs. The housing subsidy follows the same deduction criterion as for permanent employees.** 三、配偶為軍公教人員者，其中一人借用宿舍，雙方均須扣回房租津貼。 　　**If the applicant's spouse is a military or government personnel, the applicant and the spouse both need to have a housing subsidy deducted.** 四、本申請書經總務長核可後送回總務處資產組彙送職務宿舍調配委員會審查核准後候配。 　　After being approved by the Vice President for General Affairs, the application will be sent to Property Management of General Affairs. If the application is **approved by the Staff Dormitory Management Committee**, the applicant will be on the waiting list for housing allocation. 五、提供申請之職務宿舍種類：**校內單房間宿舍，並以 5 戶為限。** 　　We only offer on-campus single room Dorm. **The accepted application in total is 5 dorm rooms maximum.** 112 年 8 月 1 日起實施 Implemented from Aug. 1st, 2023