**國立中山大學借用博士服申請表**

**National Sun Yat-sen University Doctoral Cap and Gown Rental**

**Application Form**

| **系所**  **Department(Institute)** | **學號**  **Student No.** | **姓 名**  **Name** | **尺寸**  **Size** | **手機號碼**  **Mobile phone number** |
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| 1. 博士服提供L 及M 兩種尺寸，以畢業典禮上台院長、指導教授及畢 業生為優先借用。   The doctoral academic dresses are reserved for deans, doctoral advisor and graduates on stage at graduation ceremonies, with Large and Medium sizes available for selection. (L: 160cm or above，M：under 160cm) |
| 二、請填妥下列資料後至出納組網頁「線上收款全方位管理系統」列印繳款單後至四大超商、網路銀行、ATM繳交租用費450元，再持「銀行繳款收據或ATM交易明細表」至資產經營管理組辦理借用手續。  Please fill out relevant information and print the payment bill on the "Online Payment System” on the Payroll and Cashier Division’s webpage, print out the bill and pay the $450 rental fee at the convenience stores, via online banking or ATM. Present the application form and the proof of payment when you pick up the dresses at the Property Management Division. |
| 三、借用期間應妥善保管，如有遺失或損壞，依式樣製作乙套賠償。  The borrowers are obliged to the maintenance of the academic dresses. Any loss and damage of the dresses will require recompense. |
| 四、學位服應於畢業典禮結束後一星期內歸還。逾期未歸還者，每套每逾一日罰滯納金新台幣50元，並以學位服賠償金額為上限。  Cap and gown should be returned within one week after the commencement ceremony. Overdue returning would lead to a fine of NT$50 per day for each dress, and it is cumulative (excluding holidays and weekends) until the day of the dress’ return. The compensation limit would be the cost of the dress. |

院系所單位章(College/department/institute stamp)：

中華民國 年(Year) 月(Month) 日(Day)