**National Sun Yat-sen University**

**Doctoral Cap and Gown Rental Application Form**

| **Student No.** | **Renter’s Name** | **Size** | **Mobile phone number** |
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| 1. The doctoral gown offers L and M sizes. Graduating students have precedence. |
| 1. Please fill out the following information then print the payment form from the "Online Payment System" at the Cashier Division webpage. Pay the $400 cleaning fee over the counter at any Bank of Taiwan branch (no fee), the four convenience store chains, Internet banking, or via ATM. Present the "Bank Payment Receipt or ATM Transaction Receipt" at the Property Management Division to complete the renting procedure. |
| 1. The renter is obliged to the maintenance of the rented academic dress. Loss and damage of the dress will require recompense. |
| 1. 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 gown, and it is cumulative (excluding holidays and weekends) until the day of the gown’s return. The compensation limit would be the cost of the dress. |

College/department/institute stamp：

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_