國立中央大學大一新生取消住宿申請單

National Central University Freshman Accommodation Cancellation Form

學生姓名 Student Name		系級 Grade		學號 Student ID	
性別 Gender	□男 Male □女 Female		行動電話 Mobile Phone		
戶籍地址 Registered Address					
家長(監護人) Parent/Guardian			連絡電話/行動電話 Contact Phone		

※ 取消住宿原因(由家長詳述填寫)Reason for Cancellation of Accommodation:
(Please specify in detail, filled out by parent/guardian)

家長(監護人)簽名 **Parent/Guardian Signature**：

※大一新生身分證正反影印本
A copy of both sides of the Freshman Identification Card must be submitted.

承辦人 **Handled by**	住宿服務組 **Accommodation Services Section**	學務長 **Dean of Student Affairs**
取消床位：_____舍_____寢 **Cancelled Bed Allocation** ____Dormitory____Room		

※注意事項：
欲放棄之大一新生，請在期限內到 portal/學務系統/宿舍申請/登記【取消住宿】，將本表上傳到系統上。
*本表單蒐集之個人資料，僅限於個人資料相關服務使用，非經當事人同意，絕不轉作其他用途，亦不會公佈任何資訊，並遵循本校個人資料保護管理制度資料保存與安全控管辦理。
108.7.31
※Notice:
Students wishing to waive their accommodation must log in to the portal / Student Affairs System / Dormitory Application / Registration【Cancel Accommodation】within the specified deadline, and upload this form to the system.
* The personal data collected on this form will be used solely for personal data-related services. Without the individual's consent, the data will not be used for other purposes or disclosed to third parties. All data will be stored and managed securely in accordance with the university's Personal Data Protection Policy.

(Date: July 31, 2019)

本同意書說明國立中央大學（以下簡稱本校）將如何處理本表單所蒐集到的個人資料。當您勾選「我同意」並簽署本同意書時，表示您已閱讀、瞭解並同意接受本同意書之所有內容及其後修改變更規定。若您未滿十八歲，應於您的法定代理人閱讀、瞭解並同意本同意書之所有內容及其後修改變更規定後，方得使用本服務，但若您已接受本服務，視為您已取得法定代理人之同意，並遵守以下所有規範。

This consent form explains how National Central University (hereinafter referred to as "the University") will process the personal data collected through this form. By selecting "I agree" and signing this consent form, you acknowledge that you have read, understood, and agree to accept all contents of this consent form and any subsequent modifications or amendments. If you are under 18 years of age, your legal guardian must read, understand, and consent to all provisions within this consent form and any future amendments before you may use this service. However, if you have already accepted this service, it shall be deemed that you have obtained the consent of your legal guardian and agree to abide by all the regulations herein.

一、基本資料之蒐集、更新及保管 Collection, Updating, and Storage of Basic Personal Data

1. 本校蒐集您的個人資料在中華民國「個人資料保護法」與相關法令之規範下，依據本校【隱私權政策聲明】，蒐集、處理及利用您的個人資料。
   The University collects your personal data in accordance with the "Personal Data Protection Act" of the Republic of China and relevant laws, based on the University's [Privacy Policy Statement], for the purposes of collection, processing, and utilization of your personal data.

2. 請於申請時提供您本人正確、最新及完整的個人資料。
   Please provide accurate, current, and complete personal data at the time of application.

3. 本校因執行業務所蒐集您的個人資料包括姓名、職稱、聯絡方式(電話、E-Mail)等(視狀況，自行調整)。
   The personal data collected by the University to perform its duties may include your name, title, contact information (phone number, email), and other relevant information (subject to adjustment based on circumstances).

4. 若您的個人資料有任何異動，請主動向本校申請更正，使其保持正確、最新及完整。
   If your personal data changes, please proactively request correction to ensure it remains accurate, current, and complete.

5. 若您提供錯誤、不實、過時或不完整或具誤導性的資料，您將損失相關權益。
   If you provide incorrect, misleading, outdated, incomplete, or false information, you will bear the relevant loss of rights and interests.

6. 您可依中華民國「個人資料保護法」，就您的個人資料行使以下權利：
   You may exercise the following rights regarding your personal data in accordance with the "Personal Data Protection Act" of the Republic of China
   (1)請求查詢或閱覽。 Request to inquire or review your data.
   (2)製給複製本。Request a copy of your data. (3) 請求補充或更正。Request to supplement or correct your data. (4) 請求停止蒐集、處理及利用。Request to cease collection, processing, and utilization of your data.(5) 請求刪除。但因本校執行職務或業務所必須者，本校得拒絕之。若您欲執行上述權利時，請參考本校【隱私權政策聲明】之個人資料保護聯絡窗口聯絡方式與本校連繫。但因您行使上述權利，而導致權益受損時，本校將不負相關賠償責任。
   Request deletion of your data.
   However, the University may refuse such requests when necessary for executing its duties or business. If you wish to exercise the above rights, please contact the personal data protection contact window as specified in the University's [Privacy Policy Statement]. The University shall not be responsible for any damages arising from the exercise of these rights that result in your rights and interests being affected.

二、 蒐集個人資料之目的 Purpose of Personal Data Collection

1. 本校為執行宿舍相關業務(視實際狀況，各表單自行調整)需蒐集您的個人資料。
   The University collects your personal data to carry out matters related to dormitory management (subject to adjustment based on actual circumstances and specific forms).

2. 當您的個人資料使用方式與當初本校蒐集的目的不同時，我們會在使用前先徵求您的書面同意，您可以拒絕向本校提供個人資料，但您可能因此喪失您的權益。
   If the purpose of using your personal data differs from the original purpose for which it was collected by the University, we will seek your prior written consent before using the data. You may refuse to provide your personal data; however, doing so may result in the loss of associated rights and benefits.

3. 本校利用您的個人資料期間為即日起10年內(視實際狀況，各表單自行調整)，利用地區為台灣地區。
   The University will utilize your personal data for a period of up to ten years from the date of collection (subject to adjustment based on actual circumstances and specific forms), and the data will be used within Taiwan.

I. 三、基本資料之保密 Confidentiality of Basic Data

您的個人資料受到本校【隱私權政策聲明】之保護及規範。本校如違反「個人資料保護法」規定或因天災、事變或其他不可抗力所致者，致您的個人資料被竊取、洩漏、竄改、遭其他侵害者，本校將於查明後以電話、信函、電子郵件或網站公告等方法，擇適當方式通知您。
Your personal data is protected and governed by the University's [Privacy Policy Statement]. If the University violates the provisions of the "Personal Data Protection Act" or if your data is compromised due to natural disasters, incidents, or other force majeure, resulting in theft, leakage, alteration, or other infringements, the University will, upon investigation, notify you through appropriate means such as telephone, letter, email, or website announcement.

四、 同意書之效力

1. 當您勾選「我同意」並簽署本同意書時，即表示您已閱讀、瞭解並同意本同意書之所有內容，您如違反下列條款時，本校得隨時終止對您所提供之所有權益或服務。
   By selecting "I agree" and signing this consent form, you acknowledge that you have read,

understood, and agree to all the terms herein. If you violate any of the terms, the University may terminate all rights or services provided to you at any time.

2. 本校保留隨時修改本同意書規範之權利，本校將於修改規範時，於本校網頁(站)公告修改之事實，不另作個別通知。如果您不同意修改的內容，請勿繼續接受本服務。否則將視為您已同意並接受本同意書該等增訂或修改內容之拘束。

The University reserves the right to modify the provisions of this consent form at any time. Such modifications will be announced on the University's website; no individual notice will be issued. If you do not agree to the modifications, please refrain from continuing to use this service. Continued use of the service shall be deemed as your acceptance of an agreement to the amended or additional terms of this consent form.

4. 您自本同意書取得的任何建議或資訊，無論是書面或口頭形式，除非本同意書條款有明確規定，均不構成本同意條款以外之任何保證。

Any advice or information obtained by you from this consent form, whether in written or oral form, shall not constitute any guarantee beyond the explicit provisions of this consent form unless otherwise specified.

五、準據法與管轄法院 Governing Law and Jurisdiction

本同意書之解釋與適用，以及本同意書有關之爭議，均應依照中華民國法律予以處理，並以臺灣桃園地方法院為管轄法院。

The interpretation and application of this consent form, as well as any disputes related to this consent, shall be governed by the laws of the Republic of China (Taiwan). The Taoyuan District Court of Taiwan shall have jurisdiction over any such disputes.

☐我已閱讀並接受上述同意書內容 I have read and accept the contents of the above consent form.

當事人簽名 **Parties Involved' Signature** ＿＿＿＿＿＿＿＿＿ （請親簽）(Please sign personally)
＿＿＿＿Date 年　　月　　日