**國立成功大學勝利六舍祈禱室借用申請表**

**Application Form for the Use of NCKU Sheng-Li 6th Dormitory Prayer Room**

105.07.21住宿服務組組務會議通過
Approved by the Housing Service Division Meeting on 07/21/2016
111.12.08住宿服務組組務會議討論通過
Approved by the Housing Service Division Meeting on 12/8/2022

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| 申請單位Name of Applicant Organization |  | 提出日期Date |  / /**Y Y Y Y / M M / D D** |
| 填表原因Reason for applying | □提出申請(第一頁、第二頁)Applying for authorization of usage (pg. 1, pg. 2)□更新相關人員資料(第一頁)Contact person update (pg. 1) |
| 社團負責人1（社長）Representative 1(President) | 職稱Position in the club | 社長President | 現住寢室Dorm & Room | 舍 室 (Dorm) (Room)  |
| 學號Student ID |  | 聯絡電話Contact No. |  |
| 姓名Name |  | Email |  |
| 社團負責人2（副社長）Representative 2(Vice President) | 職稱Position in the club | 副社長Vice President | 現住寢室Dorm & Room | 舍 室(Dorm) (Room) |
| 學號Student ID |  | 聯絡電話Contact No. |  |
| 姓名Name |  | Email |  |
| 社團負責人3Representative 3 | 職稱Position in the club |  | 現住寢室Dorm & Room | 舍 室(Dorm) (Room) |
| 學號Student ID |  | 聯絡電話Contact No. |  |
| 姓名Name |  | Email |  |
| **社團輔導老師Advisor of the Organization** |
| 單位/職稱Unit/Title |  | 聯絡電話Contact no. |  |
| 老師姓名Advisor’s name |  | 簽名Signature |  |
| **協同督導單位（本校行政單位）Supervising unit (NCKU administrative department)** |
| 督導單位Department |  | 單位戳章Stamp |  |
| 承辦人Officer |  |
| 聯絡電話Contact no. |  |

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**Application Form for the Use of NCKU Sheng-Li 6th Dormitory Prayer Room**

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| **項目Items** | **內容Content** |
| 1. **使用目的Application Purpose**
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| 1. **使用形式說明 Description：**為避免影響住宿生休息，每日08:00~23:00開放使用。The prayer room is open for usage between 08:00~23:00 every day to avoid affecting the residents.
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| **活動頻率Frequency** | **時段Time** | **活動內容Activity Description** | **人數Attendance** |
| (e.g.) 3 times/week | Mon.-Wed. 18:00-19:00 | Meeting | 5 |
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| 1. **備註 Remarks**
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| **注意事項Important Notice：**1. 填寫本申請表時，視同同意遵守《國立成功大學學生宿舍管理規則》、《國立成功大學勝利第六宿舍住宿生活公約》、《國立成功大學勝利六舍祈禱室使用辦法》、《國立成功大學學生社團輔導辦法》。The applicants are recognized to obey “National Cheng Kung University Student Dormitory Regulations”, “Code of conduct of the Sheng-Li 6th Dormitory of National Cheng Kung University”, “Regulation of the usage of Sheng-Li 6th Dormitory Prayer Room” and “National Cheng Kung University Student Clubs/Societies Management Guidelines.”
2. 本表填寫完畢後，需於申請期間繳交至勝六舍服委室，逾時完成申請酌收行政手續費新臺幣貳佰伍拾元。審核時間約15日。The application form should be filled in and sent to Sheng Li 6th Dorm Office before the application deadline. A processing fee of NTD 250 will be charged for the late application. The reviewing period for the application is approximately 15 days.
3. 借用期間如住宿服務組須使用本場地，住宿服務組有優先使用權。Housing Service Division (HSD) has a higher priority to use the prayer room when HSD needs to use the prayer room during the authorized use period.
4. 實際開放借用時間依住宿服務組通知為準。The authorized use period is subject to the notice from Housing Service Division.
5. **場地借用期間，申請單位必須安排社團人員執行進出人員管控、維護場地整潔，以及疫情期間的防疫工作，並督導參與者遵守防疫規定等。如未確實執行，住宿服務組得依情節停止開放祈禱室。**

**During the authorized using period, the applicant organization must assign members to execute access control, keep the environment clean, and implement epidemic prevention measures. If the applicant organization fails to follow the above policy, the applicant organization could be disqualified from using.** |

**國立成功大學勝利六舍祈禱室借用申請表(住服組審核) Application Form for the Use of NCKU Sheng-Li 6th Dormitory Prayer Room**

 **(Review Form for Housing Service Division)**

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| **FOR OFFICE USE ONLY** |
| 收件日期： 年 月 日 |
| 檢查項目：1. 申請表是否填寫完整？ □是 □否，\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. 申請內容是否符合規定？ □是 □否，\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. 申請單位於半年內是否有違規記錄？ □是 □否，如是：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| 審核結果：是否同意借用祈禱室？ * 是，同意借用期間 年 月 日~ 月 日
* 否，原因：\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 |
| 管理員 | 輔導員 | 住宿服務組組長 |
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