

National Kaohsiung University of Hospitality and Tourism Regulations for Enrolment Qualification Retention Applications

申請保留入學資格辦法

111 年 11 月 30 日教務會議修正通過（修訂§6）
Amended and approved by the academic affairs conference of September 22, 2016 (amendment §2)

第一條 依據本校學則第七條規定，訂定本辦法。

Article 1 This regulation was formulated in accordance with Article 7 of the University's constitution.

第二條 新生因重病、應徵召服兵役、懷孕、分娩或撫育三歲以下幼兒或特殊事故不能於該學期入學時，應檢具有關證明文件於註冊截止前，以書面向教務處提出申請保留入學資格。

Article 2 New students who cannot enroll in the current semester due to severe illness, mobilization orders for military service, pregnancy, childbirth, raising children under 3 years of age, or special circumstances, shall provide relevant proof documentation and submit written applications to the Academic Affairs Office to retain their enrolment qualifications before registration deadlines.

其因特殊事故申請保留入學資格者，應檢具相關文件經學系、所、學程專案簽准辦理。

Those applying to retain enrolment qualification due to special circumstances shall submit relevant documentation that received special 1-time approval from the relevant academic departments, institutes, or programs.

第三條 因重病、懷孕或分娩申請保留入學資格，須檢附健保局特約區域醫院以上出具之證明；因特殊事故申請保留入學資格，須檢附相關證件及家長或監護人同意書。

Article 3 Those applying to retain enrolment qualifications due to severe illness, pregnancy, or childbirth shall submit proof documentation issued by regional or higher levels of hospitals affiliated with the National Health Insurance Bureau. Those applying to retain enrolment qualifications due to special circumstances shall submit relevant proof documentation and written consent from parents or guardians.

第四條 上述所稱重病係指：

Article 4 The severe illnesses mentioned previously refer to:

一、精神官能症：如妄想症、歇斯底里、過度的焦慮、憂鬱、精神分裂症等。

1. Mental disorders: i.e. delusional disorders, hysteria, excessive anxiety, depression, schizophrenia, etc.

二、傳染病：如肺結核等。

2. Infectious diseases: i.e. tuberculosis, etc.

三、患有慢性嚴重疾病：如心臟病、癲癇、氣喘等。

3. Afflictions of severe chronic diseases: i.e. heart diseases, epilepsy, asthma, etc.

四、重大手術與車禍後需長期休養。

4. Long term recovery required by major surgeries or motor vehicle accidents.

五、其他經專案簽准者。

5. Others circumstances that received special 1-time approval.

所稱特殊事故是指：

The term “special circumstances” refers to:

一、因公核准有案者。

1. Circumstances that received governmental approval on a case-by-case basis.

二、家庭遭受不可抗拒之天然(意外)災害，或直屬血親發生特殊意外事故時。

2. Unpreventable natural (or accidental) disasters that affected a student’s family, or special accidents that affected a student’s direct blood relatives.

三、本人遭受意外傷害，行動受限制時。

3. Accidental injuries that compromised a student’s mobility.

四、其他經專案簽准者。

4. Other circumstances that received special 1-time approval.

第五條 學生申請保留入學資格者，除須檢附證明文件外，並須繳交原畢業學校畢業證書正本、身分證影本、兵役證件及申請書。

Article 5 When a student applies to retain enrolment qualifications, they need to submit relevant proof documentation and an original graduation certificate from the school that they graduated from, photocopy of their citizenship identification, military service documentation, and their written application.

第六條 保留入學資格申請以一學年為限，經核准者可於次學年入學，保留入學資格期間，毋須繳納任何費用。如於保留期間應徵服役，須檢附徵集令影本，向學校申請繼續保留資格至服役期滿。

Article 6 A student may apply to retain their enrolment qualifications for up to 1 academic year. Those who are approved may enroll in the subsequent academic year. Fee payment obligations do not apply during enrolment qualification retention periods. Students who are undergoing military service during such retention periods need to submit photocopies of their mobilization orders and apply to the University to continue retaining their enrolment qualifications until they have completed their military service.

學生自身、配偶或伴侶因懷孕或分娩並持有**相關證明文件**者，入學資格保留年限依學生**自身、配偶或伴侶**懷孕、分娩或撫育三歲以下幼兒之需要申請。

Students themselves, their spouses, or partners who are pregnant or have given birth and **hold relevant supporting documents**, may apply for an extension of their eligibility for

admission, based on their own, **their spouse's, or their partner's needs** arising from pregnancy, childbirth, or caring for children under three years of age

參加「青年教育與就業儲蓄帳戶方案」之高級中等學校畢業生考取學校後，申請保留入學資格，期間以3年為限，且不納入原定保留入學資格期間之計算。

High school graduates participating in the 'Youth Education and Employment Savings Account Program' who have been admitted to a school may apply to retain their admission eligibility for a period of up to three years. This period is not included in the originally designated admission eligibility period.

第七條 因代表國家參與各項國際比賽之新生，可申請保留入學資格一年。

Article 7 New students who are representing the Republic of China to compete in international competitions may apply to retain their enrolment qualification for up to 1 year.

第八條 本辦法經教務會議審議通過，陳請校長核定後實施，修正時亦同。

Article 8 This regulation was passed by an academic affairs conference and delivered to the president for approval before it is implemented. The same process is applied for amendments.