

# I-SHOU UNIVERSITY

## Application Form for Moving out of Single's Dormitory

☐ Single's Dormitory / Room No.:

☐ Single's Dormitory at Dormitory 2 / Room No.:

Application Date: (M) (D) (Y)

Unit / Dept.			Name		
Job Title			Expected Date of Moving out	(M)	(D) (Y)
Reason for Moving out					
Application Result					
Applicant		Department Chair (Section Chief)		First-level Administrative Head	
Office of Human Resources					
Staffer-in-charge of Property Management Section		Section Chief of Property Management Section		Dean of General Affairs	
General Affairs Section					
President					

**Note:** Applicants are not allowed to move out until all amenities in their dorm rooms are checked and the key returned. Applicants should be held liable for repair or compensation of lost or damaged public amenities in accordance with the applicable regulations and rules.