文藻外語大學學生社團(組織)成立申請書

## Establishment of Student Organization Application Form

申 請 日 期： 年 月 日

 Date of application: Y M D

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| --- | --- |
| 社團名稱Name of organization | 中文Chinese： |
| 英文English： |
| 成立宗旨Mission |  |
| 成立時間Date of founding | 預計於 學年度第 學期起正式成立Officially established from \_\_\_ semester \_\_\_ academic year. |
| 檢附文件Attached documents | * 一、組織章程Organization charter
* 二、課程、活動短中長程計劃

 Courses, short, mid and long-term plans* 三、發起人簽名冊(至少15人；系學會免附)

 List of founders (at least 15 students; not required for  Departmental associations)* 四、指導老師資料Resume of advisor
 |
| 填表人/班級/聯絡電話Applicant/class/Tel. |  | 指導老師Advisor(簽名signature) |  |
| 社團性質Category |  | 社團編碼Club No. |  |

（雙線格內，社團請勿填寫Please do not fill in the double-lined columns）

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|  課指組Extracurricular Activities Section |
|  |
|  決行Approved by |
|  |

文藻外語大學學生社團成立連署單

# Establishment of Student Organization Petition List

社團名稱Name of organization： (可視需求增減欄位)

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| --- |
| **連署注意事項Notes for agreement**一、連署人請親自簽名。Please sign in person二、一旦社團獲准成立，連署人須參加該社一學年，中途不得任意退出。Once the organization is approved, the petitioners shall be the members of the club for the entire academic year; no withdrawal is allowed. |
| 班級Class | 學號Student ID No. | 姓名Name |
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文藻外語大學學生社團成立連署人同意書

1. 身為\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_社團成立連署人，必須參加此社團一學年，中途不得以個人因素任意退出(例如要補習、打工等)，若有違反，視情節輕重處以申誡以上之處分。As one of the petitioners, I will be a member of the club for the entire academic year and will not withdraw from the organization; in case of violation of the regulation, appropriate discipline will be carried out.
2. 社員及幹部必須全力支援各項社團活動及行政作業。All members and officers shall fully support activities and administration of the organization.
3. 社長及幹部必須遵守課外活動指導組各項要求及規定。Organization president and officers shall follow the regulations and requirement of the Extracurricular Activities Section.
4. 社長必須按時參加學生會舉行之會員大會，並將訊息確實轉達全體社員。Organization president shall participate in the scheduled membership meetings held by Student Union and convey messages to the members.
5. 社團於學年末必須參加社團評鑑，成績低於丙等(含丙等)，相關幹部需依本校評鑑辦法規定處理，幹部不得有異議。Student organization evaluation will be held by end of the academic year; if the grade is lower than “C” (including “C”); discipline to officers will be implemented based on the rules of evaluation and they shall have no objection.
6. 社長需報名參加當年度「新舊任社團負責人交流茶會」的活動。Organization president shall attend the Communication Meetings between the newly elected and retired one of the year.
7. 新成立之社團需觀摩當年度的社團評鑑。The newly established organization should refer to the results of organization evaluation of the year.
8. 我確知被告知上述事項，且同意並將遵守以上規定，簽名確認如下：I agree with the above-mentioned regulations and will follow them accordingly; my signature is given as follows:

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| 編號No. | 班級Class | 學號Student ID No. | 姓名Name | 編號No. | 班級Class | 學號Student ID No. | 姓名Name |
| 1 |  |  |  | 11 |  |  |  |
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| 3 |  |  |  | 13 |  |  |  |
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| 10 |  |  |  | 20 |  |  |  |

文藻外語大學 社團指導老師資料表

Resume of Advisor

社團編碼Organization No.:

社團名稱Name of organization：　　　　　　　　填表人Filled in by：

|  |  |  |  |
| --- | --- | --- | --- |
| 指導老師姓名Name of advisor  |  | 性別Gender | □男M　　□女F |
| 身分證字號ID Card No. |  | 出生年月日Date of Birth | 　　年　　月　　日 dd mm yyyy |
| 戶籍地址Resident add.（含里、鄰including village, neighborhood） |  |
| 通訊地址mailing add. |  |
| 金融資料Financial data | 金融機構名Bank name |  | 存簿帳號Account No. |  |
| 立戶分行branch name |  |
|  匯款存簿影本黏貼處Please paste the copy of passbook here!【註】請各位老師務必提供匯款存簿影本，以方便承辦同仁辦理鐘點費匯款作業，請您放心，我們會謹慎保管，絕對不會讓您的個人資料外洩。【Note】your banking data are only for the purpose of remittance. |
| 聯絡電話Tel. | 公(O) | 宅(H) | 手機cell phone |
| 電子信箱Email: |  | 傳真Fax |
| 最高學歷Highest Degree | 畢業學校Graduated from(school name) : 畢業科系(dept.): 畢業年度 (year):  |
| 現任工作Current position(職務title) | 工作單位名稱name of institution:工作職稱title:□家管/待業，如目前無正職或為家管，請勾選此欄。If the advisor has no full-time job currently, please check (√). |

備註Remark：

1. 每個社團皆須聘任社團指導老師，A~D類社團皆須繳交本表。

Each organization is required to employ one advisor; this Form has to be submitted for type A-D.

1. 「現任工作」欄位係指老師平時所從事的工作及其公司名稱/職務。

“Current position” refers to the current position, title, and company name of the advisor.

1. **每個欄位都必須填寫，缺一不可**。

Each column must be filled in.

1. 本表資料屬於重要個資，請勿將上述資料放在社團網站上，確保個人資料安全。

The Form contains important personal information. It is prohibited to put the above data on the organization’s website, in order to safeguard personal information.