文藻外語大學

　　學年度第　　學期學生社團活動經費預定表

Estimated Budget Plans for Activities in \_\_\_\_ semester, \_\_\_\_ academic year

(請依「學生社團申請經費補助細則」各項規定填寫

The Form must be filled in based on Student Organization Budge Application Procedures)

|  |  |  |  |
| --- | --- | --- | --- |
| 社團編碼  No. of Organization | 社團名稱  Name of organization | 負責人  Person in charge | 聯絡電話  Tel. |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **上年度全校社團組織評鑑之成績**  **Score of organization evaluation in the previous year** | **等Grade** | **本學期得申請最高補助上限金額Maximum subsidy allowed for this semester** | **元NTD** |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 活動說明Explanation | | 預算內容概要Budget content | | | 申請補助applied subsidy | |
| 項目Item | 說明(單價、數量)  Explanation (unit price/quantity) | 金額Amount | % | 金額amount |
| 名稱Name |  |  |  |  |  |  |
|  |  |  |
| 時間Time |  |  |  |  |
|  |  |  |
| 地點  Venue |  |  |  |  |
|  |  |  |
| 屬性Category |  |  |  |  |
| 合計Total | |  |

填表說明：

Explanations:

1. 本「填表說明」頁面文字，於表單填寫完畢後，列印前刪除；請勿繳交本頁面文字。

After completing the Form, please delete the “Explanations” page before printout.

1. 每學期社團組織申請學生會活動經費補助依上年度全校社團組織評鑑之成績訂定總經費補助上限。補助比例如下：特優與優等之社團最高補助上限金額為4,000元整；甲等之社團最高補助上限金額為3,000元整；乙等之社團最高補助上限金額為2,500元整。

Based on the grade of student organization evaluation in the previous year, the highest total subsidy for each semester is described as follows: NTD4,000 for “Extraordinary” and “Outstanding”; NTD3,000 for A; NTD2,500 for B.

1. 雙框線內表格請勿自行填寫。Do not fill in the double-lined columns.
2. 活動中若有收費，請務必於「預算內容概要」列出。

Any charge of fee must be listed in the “budget content” box.

1. 行列不敷使用時，請將游標移至最右側倒數第二列，按Enter以增加行列即可。

If more rows are needed, move the cursor to the 2nd reverse row on the right and press Enter to increase additional space.

1. 需增加活動時，請點選上下粗線內所有欄、列，按複製，並於最下方粗線下按貼上即可

If more activities need to be described, highlight the needed rows and press Copy and Paste to the required space.

1. 為方便閱讀，因增加活動而跨頁時，請將游標移至最後一個「名稱」，按分頁符號即可

If more pages are needed, move the cursor to the Name and press Next Page.

1. 只需列印有內容之表格，毋須浪費紙張列印空白(無內容)表格。

Do not print blank pages.