



**Tzu Chi University**  
**Student Application for Off-campus Living**

\_\_\_\_\_  
 Last or Family Name                      First                      Middle                      Student ID#

Room # \_\_\_\_\_ Bed# \_\_\_\_\_ (if applicable)

**The student's bank account for refund** (If refund is applicable)

Bank name: \_\_\_\_\_ Account name: \_\_\_\_\_ Account no: \_\_\_\_\_

\_\_\_\_\_  
 Student Signature                      Date                      Parent/Guardian Signature                      Print Name                      Date

\_\_\_\_\_  
 Adviser Signature                      Date

<b>Housing Front Desk Staff</b>	<b>Y/N</b>	<b>Life Guidance Staff</b>	<b>Y/N</b>
Is the room properly cleaned and vacated?		Has Housing Front Desk Staff gone through each item on the checklist?	
Are the room and furniture undamaged?		Has student adviser agreed on student's living off-campus?	
Has the parent/guardian approved?		Is the student deleted from University housing system?	
Has the student removed from the room registration?		Has the checklist been filled in completely?	
Has the student provided the bank account information for refund?		Has the student been informed when and how much would be refunded?	

Signature of Hosing Front Desk Staff \_\_\_\_\_ Date \_\_\_\_\_

Signature of Life Guidance Staff \_\_\_\_\_ Date \_\_\_\_\_

Signature of Life Guidance Chief \_\_\_\_\_ Date \_\_\_\_\_

Signature of Dean of Student Affairs \_\_\_\_\_ Date \_\_\_\_\_

**Note:**

1. Students must observe TCU regulations and attend school events, regardless of their residence status.
2. The students' behavior off-campus is the responsibility of the parents/guardians, although TCU does its best to provide counseling and guidance.
3. Students applying to move out from the University housing shall return the housing room and its furniture/equipment in good conditions and shall be responsible for any loss or damage.
4. In case a refund of University housing fees is necessary, the amount calculation is based on the date when the formalities are cleared at the University housing office.
5. The student is responsible to inform the parent/guardian of the refund received.



**Tzu Chi University**

**Self-Management Consent Form for Graduate and Med5 Student Resident**

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Last or Family Name    First    Middle    Student ID#

\_\_\_\_\_  
Phone Number

Department/Institute\_\_\_\_\_ Room/Bed#\_\_\_\_\_

**To Tzu Chi Univeristy:**

- A. I have understood and accepted the University Housing Policy, Student Code of Conduct, and Disciplinary Procedures.
- B. Due to the nature of my study and research, I have chosen to, according to my own free will and with the consent of my parent/guardian/spouse, abide by the self-management principles during my residency:
  - 1. Enter the dorm with student ID card after curfew,
  - 2. Be responsible for my personal safety,
  - 3. Will not hold the University responsible for my actions and safety.
- C. I will comply with the regulations on dormitory safety, order, and cleanliness, and act according to the University Housing Disciplinary Regulations.
- D. I will not bring any guests into the dorm, lend my student ID card to non-residents to gain entrance to the dorm, or to ask them to answer for me during roll calls.
- E. I agree to move out of the dorm within a week, without objections, for violating any of the terms above.

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Student Signature                          Parent/Spouse Signature    Date