

# 中國文化大學寒暑假外宿切結書

CHINESE CULTURE UNIVERSITY

LETTER OF COMMITMENT FOR OUTING DURING BREAKS

立切結書人\_\_\_\_\_（以下簡稱本人）為中國文化大學國際專修部\_\_\_\_\_系學生，學號：\_\_\_\_\_茲因寒暑假期間到在台親友家住宿，於寒暑假期間請假外宿，請假時間自\_\_\_\_年\_\_月\_\_日\_\_時\_\_分至\_\_\_\_年\_\_月\_\_日\_\_時\_\_分止，特立本切結書，其他約定事項如下：

The person executing the undertaking letter, \_\_\_\_\_ (hereinafter referred to as "myself"), is a student of the \_\_\_\_\_ Department of International Foundation Program, Chinese Culture University, with student ID: \_\_\_\_\_. Due to the winter and summer vacation period, I will be staying at the residence of relatives and friends in Taiwan. I will be seeking permission for off-campus stay during the aforementioned vacation period. The leave duration will be from \_\_\_\_ year \_\_\_\_ month \_\_\_\_ day \_\_\_\_ hour \_\_\_\_ minute to \_\_\_\_ year \_\_\_\_ month \_\_\_\_ day \_\_\_\_ hour \_\_\_\_ minute. I hereby establish this undertaking letter with the following additional agreed-upon terms:

一、請假外宿期間本人將自行負責安全問題，並自行負擔請假期間之法律、醫療責任及相關費用。本人已充分了解，請假外宿期間，不得從事非法工讀（外籍學生在台灣打工或工作，必須先申請並取得「個人工作許可函」，若從事非法工讀可依違反《就業服務法》罰雇主 15 萬至 75 萬元，外籍生則恐被處 3 萬至 15 萬元罰鍰）。

During the period of off-campus stay, I will personally take responsibility for my safety and bear any legal, medical, and related expenses that arise during this leave period. I am fully aware that during the off-campus stay, I am not permitted to engage in illegal employment (foreign students working in Taiwan must first apply for and obtain a "Personal Work Permit Letter." Engaging in illegal employment may result in employers being fined between 150,000 to 750,000 NT dollars, and foreign students may face fines ranging from 30,000 to 150,000 NT dollars) under the violation of the "Employment Service Act."

二、請假外宿期間手機將保持暢通，以利聯繫，並將準時與請假期間結束時返回學校宿舍。

Throughout the off-campus stay, my mobile phone will remain accessible for communication purposes, ensuring that I can be reached. Additionally, I will return to the school dormitory punctually upon the conclusion of the leave period.

三、因本人為個人因素於活動期間請假離宿，願自願放棄外宿時間未參與之寒暑假活動(若有)及已繳交之宿舍費用，不另要求學校退還請假期間宿舍費用。  
As I will be taking leave and staying off-campus due to personal reasons during the activity period, I voluntarily forfeit the off-campus time not spent participating in any winter vacation activities (if applicable) and the accommodation fees already paid. I will not request the school to refund the dormitory fees for the leave period.

四、本人保證本切結書所載內容屬實，本人並將恪遵本切結書之權利及義務；所載內容如有不實或未恪遵義務時，本人自行法律連帶責任。  
I hereby affirm that the contents of this undertaking letter are truthful, and I commit to fully abide by the rights and obligations outlined in this letter. In the event of any inaccuracies or failure to fulfill these obligations, I accept full legal responsibility.

此致 Yours sincerely

中國文化大學 CHINESE CULTURE UNIVERSITY

立切結書人 The person executing the undertaking letter

學生姓名 Name : \_\_\_\_\_

居留證字號 ARC Number : \_\_\_\_\_

外宿地址 Off-Campus Address : \_\_\_\_\_

手機號碼 Contact Number in Taiwan : \_\_\_\_\_

緊急聯絡人 Emergency Contact : \_\_\_\_\_

姓名 Name : \_\_\_\_\_

與本人關係 Relation : \_\_\_\_\_

居留/身份證字號 Residence/ID Card Number : \_\_\_\_\_

聯絡地址 Contact Address : \_\_\_\_\_

手機號碼 Contact Number : \_\_\_\_\_

(請提供在台親人的身分證/居留證/護照影本 Please provide a copy of your relative's identification card/residence permit/passport in Taiwan.)