

## 學生休退學之學雜費退費規定

資料來源：教育部-專科以上學雜費退費基準表

學生休、退學時間	學費、雜費退費比例	備註
一、註冊日（包括當日）前申請休退學者	免繳費，已收費者，全額退費	
二、於註冊日之次日起至上課（開學）日之前一日申請休、退學者	學費退還三分之二，雜費全部退還	其採學分學雜費或學雜費基數核算者，退還學分費全部、學雜費基數（或學分學雜費）三分之二
三、於上課（開學）日（包括當日）之後而未逾學期三分之一申請休、退學者	學費、雜費退還三分之二	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之二
四、於上課（開學）日（包括當日）之後逾學期三分之一，而未逾學期三分之二申請休、退學者	學費、雜費退還三分之一	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之一
五、於上課（開學）日（包括當日）之後逾學期三分之二申請休、退學者	所繳學費、雜費，不予退還	
<p>備註：</p> <p>一、表列註冊日、上課（開學）日及學期之計算等，依各校正式公告之行事曆認定之；學校未明定註冊日者，以註冊繳費截止日為註冊日。</p> <p>二、學生申請休學或自動退學者，其休、退學時間應依學生（或家長）向學校受理單位正式提出休、退學申請之日為計算基準日；其屬勒令退學者，退學時間應依學校退學通知送達之日為計算基準日。但因進行退學申復（訴）而繼續留校上課者，以實際離校日為計算基準日。</p> <p>三、休、退學之學生應於學校規定期限內完成離校手續；其有因可歸責學生之因素而延宕相關程序者，以實際離校日為計算基準日。</p> <p>四、各校不得於學校行事曆所定該學期開始日前預收任何費用。</p>		

## Tuition and Miscellaneous Fee Refund Criteria Table

Refund policy follows the regulations announced by the Ministry of Education

Time of student suspension or withdrawal	Refund Criteria	Remark
1. Students who apply for suspension or withdrawal prior to or on the date of registration.	No payment required; full refund for those charged.	
2. Students who apply for suspension or withdrawal from the day following the registration date up to and including the day before the commencement of classes.	Two-thirds of tuition and the full amount of miscellaneous fees will be refunded.	If the credit and miscellaneous fee or basic tuition fee is calculated, the full credit fee and two-thirds of the basic tuition fee (or credit and miscellaneous fees) will be refunded.
3. Students who apply for suspension or withdrawal on or after the commencement day of classes but before one-third of the semester has elapsed.	Two-thirds of tuition and miscellaneous fees will be refunded.	If the credit and miscellaneous fee or basic tuition fee is calculated, two-thirds of the credit fee and two-thirds of the basic tuition fee (or credit and miscellaneous fees) will be refunded
4. Students who apply for suspension or withdrawal after more than one-third but before two-thirds of the semester has elapsed.	One-third of tuition and miscellaneous fees will be refunded.	If the credit and miscellaneous fee or basic tuition fee is calculated, one-third of the credit fee and one-third of the basic tuition fee (or credit and miscellaneous fees) will be refunded.
5. Students who apply for suspension or withdrawal after more than two-thirds of the semester has elapsed.	No refund.	
Notes	<p>1. The registration date, commencement of classes, and calculation of the semester shall be determined in accordance with the official academic calendar announced by CCU. If no registration date is specified, the deadline for tuition payment shall be deemed the registration date.</p> <p>2. For student who applies for suspension of schooling or automatic withdrawal, the date of suspension or withdrawal shall be effective based on the date when the student (or parent) formally submits the application for suspension or withdrawal to the corresponding division; for student who is ordered to withdraw from school, the base date of withdrawal shall be effective on the school's notice of withdrawal delivered date. However, if the student continues attending classes due to an appeal, the effective date shall be the day that the student leaves the university.</p> <p>3. Students who suspend or withdraw must complete the departure procedures within the period prescribed by the university. If delays occur due to reasons attributable to the student, the effective date shall be the day that the student actually completes the departure process and leaves the university</p> <p>4. Any fees will not be charged in advance before the commencement date of the semester specified on the academic calendar.</p>	

**“The English version is for reference only. In case of any discrepancy between the Chinese and English versions, the Chinese version shall prevail.”**