

2025-2026 1st semester Chinese Culture University Student Deferring Study or Withdrawing from School Refund Criteria Table

114學年度第1學期辦理休、退學時間 2025 Summer Semester Application Period for Suspension or Withdrawal	說明 Description	
	已繳費者 Student who have fully settled the fee	未繳費者 Student who have yet to settle the fee
114/08/01~09/08 1 st August – 8 th September 2025 註冊繳費截止日(含)以前 Before the registration and tuition payment deadline	學費、雜費、其餘各費全額退還 Full refund of tuition, miscellaneous, and other fees (group insurance and fee for computer lab and internet access & other applicable fees)	無需先繳費 No further payment is required
114/09/09~09/15 9 th – 15 th September 2025 註冊繳費截止日後到本學期開始上課日當日 After the payment deadline, but before the semester starts	學費退還2/3及雜費、其餘各費全額退還 Two-third refund of tuition, Full refund of miscellaneous, and other fees (group insurance and fee for computer lab and internet access & other applicable fees)	未繳費者：需先繳費完成註冊 Payment must be made to complete egistration
114/09/16~10/27 16 th September – 27 th October 2025 上課開始後未逾學期1/3 After classes start but before the semester is more than one-third completed	學費、雜費及其餘各費，皆退還2/3 Two-third refund of tuition, miscellaneous, and other fees (group insurance and fee for computer lab and internet access & other applicable fees)	未繳費者：需先繳費完成註冊 Payment must be made to complete registration
114/10/28~12/08 28 th October – 8 th December 2025 上課後逾學期1/3，未逾2/3 The semester is more than one-third but less than two-thirds completed	學費、雜費及其餘各費，皆退還1/3 One-third refund of tuition, miscellaneous, and other fees (group insurance and fee for computer lab and internet access & other applicable fees)	
114/12/09(含)以後 9 th December 2025 onwards 上課後逾學期2/3 The semester is more than two-thirds completed	已繳費者：學費、雜費及其餘各費全不退 No refund of tuition, miscellaneous, and other fees (group insurance and fee for computer lab and internet access & other applicable fees)	

注意事項：

1、 暑假上班時間如下：

114年8月1日~8月31日；星期一~星期五 am08:00~pm4:00

114年9月1日(一)起恢復正常上班；星期一~星期五 am08:00~pm4:30

上述上班時程請以校園官網公布之實際行事曆為準。

2、 教務組自114年8月1日起受理114.1學期休學，本表所稱「**休、退學時間**」之計算以學生(或家長)正式提出休、退學申請書紙本至教務組登記之**日為計算基準日**，依規定請於申請日起2日內(含)完成手續，否則以實際離校日為計算基準。

備註：

1、 依據教育部專科以上學校學雜費收取辦法第15條規定辦理；若辦理休、退學時未繳費，須先完成註冊繳交學雜費。

2、 本表所稱[其餘各費]，指電腦與網路使用費、語文實習費等；住宿費退費依宿舍管理規則辦理。

3、 延修生依學分學雜費制辦理，退費方式照本表規定。

4、 114.1學期入學之新生，註冊日請參照註冊簡章或招生簡章。

5、 114.1學期入學有遞補制之一年級新生及轉學生，於招生遞補截止日前（含當天）放棄入學，僅扣除學費、雜費總和5%行政手續費後，全額退費。

Notes:

1. Summer Work Hours:

- From **August 1, 2025 to August 31, 2025**, office hours are **Monday to Thursday, 8:00 AM to 4:00 PM**.
- Starting **September 1, 2025 (Monday)**, normal office hours resume: **Monday to Friday, 8:00 AM to 4:30 PM**.
- Please refer to the official academic calendar published on the school website.

2. Suspension Applications for Spring Semester 114.1:

- Starting **August 1, 2025**, the Academic Affairs Office will accept suspension applications for the 2025 Summer semester.
- **The calculation of "suspension or withdrawal dates" is based on the date when the student (or parent) formally submits the paper application to the Registrar Office.**
- According to regulations, the process must be completed within **two days of application submission**. Otherwise, the actual date of leaving the school will be used for calculations.

Remarks:

1. According to Article 15 of the "Regulations for Collecting Tuition and Miscellaneous Fees for Junior Colleges and Above" issued by the Ministry of Education, students applying for suspension or withdrawal must complete registration and payment for tuition and other fee before the process.
2. "Other fees" in this table include computer and internet usage fees, language lab fees, etc. Dormitory fee refunds are processed according to dormitory management regulations.
3. Students who deferred their graduation are charged tuition and miscellaneous fees according to the credit-based fee system, and refunds are handled per the provisions of this table.
4. For new students admitted in the 2025 Summer semester, please refer to the registration or admission handbook for the registration date.
5. For first-year students and transfer students admitted through the waitlist process in the 2025 Summer semester, if they forfeit admission **on or before the waitlist cutoff date**, they will receive a full refund, minus a 5% administrative fee deducted from the total tuition and miscellaneous fees.