National Tsing Hua University Nanda Branch Individual Study Room Application Form

Application No.:

Records	Never	Rented Before	
Name		Application Date	
Department & Grade		Application Time	
Student ID		Telephone No.	
Email			
Time	Fall(10/1-1/31) /	Spring(2/1-6/30) /	Summer(7/1-9/30)
Applicant Signature	I have read the usage guidelines of the Nanda Branch research rooms and agree to obey the rules. Read guidelines here: NTHU Library website -> Services -> Rules and guidelines -> Nanda Branch Research Rooms		
Students who have either handed in a thesis proposal or taken part in MOST College Student Research Program should fill out the following form			
Title of Proposal		Advisor Signature	
Please attach the following files: 1.Graduate students: Copy of thesis proposal or abstract of proposal. 2.Undergraduate in MOST College Student Research Program: Copy of the proposal.			

Application Result (Filled in by Nanda Branch)

Approved	Room _____	On waiting list	_____ in line	Denied
Head of Branch		Supervisor		

Note:

1. Undergraduates that are enrolled in the 'Research Grant for University Students' by the Ministry of Science and Technology are eligible for research rooms application. Please fill in this form and provide approval (signature and stamp) from advisor and also a copy of your research project.

2. The research rooms are available for the following three time slots: Fall semester (10/1-1/31), Spring semester (2/1-6/30), and Summer (7/1-9/30). However, please check NTHU Library Nanda Branch for specified dates. Only one time slot can be used per application.

3. Application time is announced on the website of Nanda Branch. Please hand in application form **one month before** the time slots (September for Fall semester; January for Spring semester; June for Summer). Application will still be open after application time if there are still vacancies.

4. Research room are distributed in the order of the time of application, with those who have never used the research rooms prioritized.

5. Before you apply for a research room, please read carefully the Guidelines of Usage in Nanda Branch Research Rooms. If violated, Nanda Branch reserves the right to end your usage of the research room and reallocate it to other applicants without contest.