

# NATIONAL TAIWAN UNIVERSITY

## Student Penalty Request Form

Information of the reported student			
Student's Name	Student ID No.	Gender	Academic Program and Year of Study
<b>Grounds for Penalty:</b> (Please state the date and location of the student's violation, describe the violation, and specify the provisions of the <i>Regulations for Individual Student Rewards and Penalties</i> that have been violated. Please adjust the space below as needed.)			
Seals of the Reporting Unit			
Date of Report	Reporting Unit	Processing Clerk	Unit Head
Seals of the Processing Unit			
Student Assistance Division		Approval	

Notes:

1. This recommendation form is only intended to serve as a reference for the Student Rewards and Penalties Committee and shall not be provided to the student for viewing.
2. The reporting unit is required to attach any relevant supporting evidence (written records, pictures, video/audio recordings, etc.) to this form.
3. The reporting unit shall affix the seals and then seal the form and submit it to the Student Assistance Division, Office of Student Affairs for processing.