

NTU Graduation Attire Rental Application Form

I, the renter, (as on the attached NTU Group Rental Application), will rent one set of ☐ bachelor's graduation attire ☐ master's graduation attire ☐ doctoral graduation attire from National Taiwan University, and agree to abide by the following regulations:

1. This application form shall be signed by the renter themselves. Others may not sign for the renter, and rental may not be made under a false name.
2. For graduation attire rental during the time period in which the graduation ceremony is held, priority will be given to graduating students.
3. Graduates who rent graduation attire after completing school leaving procedures must pay a separate deposit, the amount of which is the same as in regulation 5 below. The deposit will be refunded without interest after the attire is returned on time, or after any late fees or compensation is paid.
4. Upon receiving the rented attire (including gown, collar/hood, and cap, similarly hereinafter), please first confirm all items are present. If the size does not fit, please exchange attire with a classmate first. It is strictly prohibited to alter rented graduation attire. If you are unable to exchange with a classmate for the right size or if there is any damage, please come to the rental location within five days after picking up the attire for replacement.
5. Rented graduation attire should be properly stored and worn. Please do not get wet, alter, or iron the attire, or throw the cap to the ground; if attire is lost, damaged (faded, stained, moldy, or otherwise damaged), or cannot be returned, the renter shall be liable for the following amounts:
 - (一) Bachelor's attire: NT\$850 per set (NT\$250 for cap, NT\$300 for collar, NT\$300 for gown).
 - (二) Master's attire: NT\$1,300 per set (NT\$250 for cap, NT\$500 for hood, NT\$550 for gown).
 - (三) Doctoral attire: NT\$2,200 per set (NT\$250 for cap, NT\$550 for hood, NT\$1,400 for gown).
6. The renter shall return graduation attire within the announced return period. If attire is returned after the deadline, the renter shall be fined NT\$50 per day (excluding weekends and national holidays). Less than 24 hours after the deadline is still counted as one day of late fees. Late fees shall be capped at the amount of full compensation for each set of attire (see above).
7. If the renter returns graduation attire after paying compensation for loss, they may apply for a refund of the compensation. However, if the compensation for loss is paid after the return deadline, the renter shall still pay late fees according to the number of days overdue.
8. The renter shall return graduation attire and pay any late fees or compensation before completing school leaving procedures at the latest.
9. The deadline for return of graduation attire is July 31, 2025.

Renter: (as on the attached NTU Group Rental Application) Department & year: _____

Student ID: _____

Date: _____

2024-25 Academic Year NTU Graduation Attire Group Rental Application

College: _____ Department/Institute: _____ Track (if applicable): _____

Sizes (by height): 32-155cm / S-160cm / M-165cm / L-170cm / XL-175cm / 42 (Bachelor's)
or XXL (Master's/Doctoral)-180cm

Name	Student ID	Size	Signature	Name	Student ID	Size	Signature
	Please sign personally				Please sign personally		

Notes:

1. Renters shall abide by the University's regulations concerning this application and the rental requirements of bachelor's, master's, and doctoral graduation attire.

2. A class representative should confirm rental requests for all students in their class and fill in names, students IDs, and sizes in numerical order by student ID number. After doing so, please calculate the number of orders for each size and submit them to the announced location from March 3-14. Please pay cleaning and maintenance fees (NT\$100 per set for bachelor's attire, NT\$150 per set for master's attire, and NT\$200 per set for doctoral attire) and pick up graduation attire at the rental location during the afternoon from March 17-28.

3. To be filled in by class representative (do not mix statistics between bachelor's, master's, and/or doctoral attire):

Class representative (full name): _____ Phone: _____

☐ Bachelor's attire (total): _____ sets (Size 32: _____ sets / S: _____ sets / M: _____ sets / L: _____ sets / XL: _____ sets / Size 42: _____ sets)

☐ Master's attire (total): _____ sets (Size 32: _____ sets / S: _____ sets / M: _____ sets / L: _____ sets / XL: _____ sets / XXL: _____ sets)

☐ Doctoral attire (total): _____ sets (Size 32: _____ sets / S: _____ sets / M: _____ sets / L: _____ sets / XL: _____ sets / XXL: _____ sets)

4. The deadline for return of graduate attire is July 31, 2025. Signature: _____

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