NATIONAL TAIWAN UNIVERSITY
Faculty/Staff Application for Proof of Unclaimed Subsidies

Applicant	Unit		Job title		Name		Contact number	

Unclaimed subsidy ※ Please check the appropriate box and fill out the related information		Childbirth subsidy	Name of child		Mr./Ms./Mrs.		Date of birth	yyyy/mm/dd
		Funeral subsidy	Name of the deceased		Mr./Ms./Mrs.		Date of death	yyyy/mm/dd
		Child education subsidy	Name of child		Mr./Ms./Mrs.		Grade in school	
					Mr./Ms./Mrs.		Grade in school	
					Mr./Ms./Mrs.		Grade in school	
					Mr./Ms./Mrs.		Grade in school	

For the matters stated above, I wish to apply for a certificate of proof of an unclaimed subsidy for which I failed to apply to NTU in accordance with the *Guidelines Governing the Payment of Remuneration to Military, Civil Servants and Teachers.*
(Please submit to Personnel Office)

Applicant:_____ (signature or seal) Date: _____(yyyy/mm/dd)

Personnel Office
Processing clerk: Unit head: