

Affidavit of Hiring Academic Gowns

I, the undersigned, hereby hire an academic gown (doctoral academic gown master's academic gown) from I-Shou University and agree to abide by the following rules:

- I. Graduating students are not required to sign this affidavit if they don't hire an academic gown.
- II. This affidavit must be signed personally by graduating students who want to hire an academic gown. It is strictly prohibited to sign this affidavit on behalf of another graduating student or ask another graduating student to sign this affidavit, or hire an academic gown in the name of another graduating student.
- III. It is necessary to ensure that a complete outfit (including the gown and the mortarboard) is received on the spot at the Property Management Section.
- IV. If any graduating student has hired an academic gown and wishes to complete check-out procedures earlier than scheduled, he or she must return the academic gown before applying for check-out.
- V. Cleaning Fees: NT\$260 per doctoral academic gown, and NT\$160 per master's academic gown. No refund of cleaning fees is permitted after an academic gown is hired out.
- VI. If any borrower finds that the academic gown received doesn't fit, he or she shall exchange it with another classmate. It is strictly prohibited to trim the academic gown down. Only under the circumstances in which an academic gown doesn't fit or is damaged will borrowers be allowed to exchange for a new one at the Property Management Section. All the academic gowns hired out have been cleaned and ironed. **Please don't wash or iron the academic gown again.** Compensation shall be made according to the list below in cases in which the academic gown is faded, damaged or mildewed owing to unnecessary washing or ironing, or improper use:
 1. NT\$1,600 per master's academic gown (NT\$260 for the mortarboard, NT\$910 for the hood, and NT\$430 for the gown)
 2. NT\$6,500 per doctoral academic gown (NT\$350 for the mortarboard, NT\$1,800 for the hood, and NT\$4,350 for the gown)
- VII. Borrowers shall keep and handle academic gowns (including the mortarboard, the hood and the gown) with care. In case of loss, damage or failure to return the academic gown, the borrower concerned shall make compensation based on the list above, and **is not allowed to request a refund of the cleaning fees.**
- VIII. **Academic gowns must be returned to the University before the deadline of June 29th, 2018 (Friday). An overdue fine of NT\$10 per academic gown not returned per day is charged** (weekends excluded), with a maximum fine as stated below:

1. NT\$1,600 per master's academic gown
2. NT\$6,500 per doctoral academic gown

IX. **No check-out application will be considered if a graduating student doesn't return the academic gown or refuses to pay the compensation / overdue fines.**

Borrower: _____ Class: _____ Student No.: _____

Mobile: _____ Size: _____

E-mail: _____

Date: _____ (m) _____ (d), 2018