朝陽科技大學\_編制外教學人員 儲金／勞退金 請領表

|  |
| --- |
| 請依以下身分說明，擇一勾選。（如任職中途取得永久或依親居留者，Ａ及Ｂ項皆需勾選） |
| □ | A.請領離職儲金\_對象：外籍人士且不符合勞工退休金新制者。 |
| B.請領勞工退休金新制**—**對象：(1)本國籍；(2)外籍配偶；(3) 外籍人士具有效永久居留證。需具條件之一：(1)年滿60歲以上；(2)喪失工作能力。 |
| □**B-1**.請領新制退休金，請至勞工保險局下載「勞工退休金申請書及收據」填寫後，逕送勞工保險局辦理。  |
| □**B-2**.暫不請領 |

|  |  |  |  |
| --- | --- | --- | --- |
| 任職學系(中文簡稱) | 職級 | 姓名 | 人事代碼 |
|  | □教授□副教授□助理教授□講師 |  |  |
| □專案教師□專案專業技術人員 |
| 到職日期 | 離職生效日 | 檢附證明文件(擇一) |
| 年 月 日 | 年 月 日 | □自請離職-申請書影本□契約到期-到期契約影本 |
| 例:1月31日結束，生效日為2月1日 |
| 教師本人簽章 | 單位主管簽章 |
|  年 月 日 | 年 月 日 |

**-------------------以上填寫完畢後，請擲交人力資源處。------------------**

|  |  |  |
| --- | --- | --- |
| 人資處核章欄 | □核章後存查個人資料袋。 | □選A項，本處續辦請領離職儲金，試算如下：公提儲金: \_\_\_\_\_\_\_\_\_\_\_\_\_\_元自提儲金: \_\_\_\_\_\_\_\_\_\_\_\_\_\_元（實際金額以撥付時為準。） |
| 財務處核章欄 |  |
| 校長核章欄 |  |
| 說明 | 1.提出申請後，循行政程序辦理，核准後送財務處支出儲金。2.外籍人士務必請於離職生效日30天前填妥送件，並請申請人切勿將轉入帳戶先行結清，以免撥付發生問題。 |

個人資料搜集告知及聲明：

依個人資料保護法第8條規定，於蒐集您的個人資料時告知下列事項：本校為辦理離職儲金申領作業，本表蒐集之個人基本資料(C001辨識個人者、C003政府資料中之辨識者、C061現行之受僱情形、C089社會保險給付、就養給付及其他退休給付)等資料，將適度提供予相關單位，您得依個人資料保護法第3條行使查閱、更正個資等當事人權利，但因本校執行職務或業務所必須者，本校得拒絕之。若因您行使上述權利，而導致權益受損時，本校將不負相關賠償責任。行使方式請洽人力資源處 04-23323000 分機3027。

112/04/21版

**Chaoyang University of Technology**

**Contribution Benefits/Labor Pension Claim Form for Contract Teaching Staff**

Please tick 🗸 where the description suits your condition: (Those who obtain permanent residence or dependent ARC during the course of employment should choose both A & B.)

🞏 A. Claim for Contribution Benefits: apply to foreign nationals who are not eligible for the new Labor Pension Scheme

B. Claim for Labor Pension under the new scheme: apply to (1) ROC nationals, (2) spouses of ROC nationals, or (3) foreign nationals obtaining permanent residence who are (1) reaching age 60 or (2) losing the capacity for work.

🞏 B-1. I would like to claim my pension payment. I shall download and complete the “Labor Pension Application Form and Receipt” and submit it to the Bureau of Labor Insurance in person.

🞏 B-2. I do not intend to claim the payment at this moment.

|  |  |  |  |
| --- | --- | --- | --- |
| Department | Rank | Name | Staff Number |
|  | □ Professor □ Associate Professor □ Assistant Professor □ Lecturer |  |  |
| □ Project Instructor □ Project Specialist |
| Date of Join (yyyy/mm/dd) | Separation Effective Date(yyyy/mm/dd) | Enclosed Document (choose one) |
|  |  | □ Copy of resignation notice□ Copy of employment agreement proving expiration of contract |
| (e.g. if your last employment date was Jan 31, your effective date would be Feb 1) |
| Signature of Applicant (in person) | Signature of Section Head |
|  (yyyy/mm/dd)  | (yyyy/mm/dd) |

**Submit to the Office of Human Resources upon completion of the above.**

|  |  |  |
| --- | --- | --- |
| 人資處核章欄 | □核章後存查個人資料袋。 | □選A項，本處續辦請領離職儲金，試算如下：公提儲金: \_\_\_\_\_\_\_\_\_\_\_\_\_\_元自提儲金: \_\_\_\_\_\_\_\_\_\_\_\_\_\_元（實際金額以撥付時為準。） |
| 財務處核章欄 |  |
| 校長核章欄 |  |
| Notes | 1. The school shall process the application per the administrative procedures, and the payment will be issued by the Office of Finance upon approval.
2. Foreign nationals must submit application 30 days before the effective date of separation, and they must not cancel the bank account until the payment is processed.
 |

Personal Information Collection Notice and Statement

The school hereby informs you of the following when collecting your personal information per Article 8 of the Personal Data Protection Act: For processing applications for contribution benefits, the basic personal information collected in this form (C001 for identifying individuals, C003 for identifying in government data, C061 Current status of employment, C089 Social insurance benefits, veterans care benefits or any other retirement benefits) will be provided to the relevant units as appropriate. Applicants have the right to inquire about and correct personal information according to Article 3 of the Personal Data Protection Act. However, the school may deny access and correction of your personal information if necessary for fulfilling the school's duties or business. The school shall not be liable for compensation if your rights and interests are damaged due to your exercise of the above rights. For details, please contact the Office of Human Resources at 04-23323000, ext. 3027.

Version 2023/04/21