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| **National Chung Hsing University Faculty Appeals Committee Formal Complaint** | | | |
| Appellant |  | Identification No. |  |
| Date of Birth |  | Institution and Job Title |  |
| Residential Address | □□□□□ | | Tel: |
| Agent/ Representative | (Leave blank if not applicable) | | |
| Date of Birth |  | Identification No. |  |
| Residential Address | □□□□□ | | Tel: |
| Institution (unit) that issued the original measure: | | | |
| Date and method of delivery (acknowledgement) of the original measure: | | | |
| 1. Facts of the case and reasons for the appeal: (Please specify how the original measure is illegal or inappropriate.) | | | |
| 1. Specific remedy sought: | | | |
| 1. For cases involving gender equality, has a response been filed: (not required for non-gender equality cases)   □ No. □ Yes. (Please specify: ) | | | |

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| 1. Has an administrative appeal, litigation, or labor dispute been filed?   □ No. □ Yes. (Please specify the agency or court with which the appeal, litigation, or dispute was filed and the date of filing: ) |
| 1. Filing date: |
| VI. Supporting documents and proof (please itemize all attached documents below)  1. Proof of the original measure(s)  2. Other supporting documents |
| Please submit this form to the Nation Chung Hsing University Faculty Appeals Committee |
| Appellant: (Signature or seal) |
| Agent:  (Signature or seal)  Representative: |
| Date: |

**Notes:**

1. Please provide all required information described under Article 12 of the NCHU *Guidelines for the Organization of the Faculty Appeals Committee and Its Review Procedures*. Pursuant to Article 13 of the same *Guidelines*, the NCHU Faculty Appeals Committee may ask the appellant to correct a non-compliant appeal within 20 days. The Committee may begin the review process directly if the appellant fails to make the necessary corrections by the stipulated deadline.
2. Pursuant to Article 36 of the same *Guidelines*, formal complaints and appeals shall be written in Chinese. Any cited references that are in a foreign language shall be translated into Chinese, and both the original and translated versions must be attached. A transcript must be provided for any audio/video recordings and emails submitted as evidence with the time when and place where the associated materials were obtained indicated and an affidavit stating that the materials were not recorded or obtained illegally.