

中原大學
 研究生畢業辦理離校手續單
 Chung Yuan Christian University
 Graduate Clearance Form for Postgraduate

_____學年度 Academic Year 第_____學期 Semester
 _____學系 Department _____年級 Grade 學號 Student No. : _____ 姓名 Name : _____

單位 Office	1 指導教授(親簽) Thesis Advisor	2 圖書館 Library	3 系主任 Chairman of Department	4 系辦公室 Office of Department
辦理 簽章 Signature		(1) 至借還書櫃台確認已還書/已付罰款。 Check if all items are returned and fines are paid (if any) at Circulation Desk. _____。 (2) 至諮詢服務台繳交精裝本論文一冊及授權書一份。 Submit one copy of the hardbound thesis/dissertation and Copyright License Agreement to Reference Desk. _____		
領證人姓名 Recipients : _____ 學生證號碼 Student No. : _____ 或身分證號碼 ID No. : _____				

1. 各單位對該生如有未完成事宜，應請辦妥後始可簽章。

A signature will be given when the student meets all requirements.

2. 研究生經各單位簽章後，請連同學生證及平裝論文，至公告地點領取證書。

Upon completing all the above procedures, you may go pick up the diploma at the announcement location with your Student ID and one copy of the softbound thesis/dissertation.

3. 凡因故無法親自到校而委託他人代辦離校手續者，請持當事人的委託書、學生證及代辦人有照片證件，始可代辦。

Students may authorize others to complete school-leaving procedures. The agent must present a letter of authorization from the trustor, the student's ID card, and a photo ID of themselves to act on the trustor's behalf.