

Chaoyang University of Technology

Application Form for Promotion to a Higher Grade

Date : / / (YY/MM/DD)

Applicant	Department		Student ID		Name	
	Applying for : promotion from a _____-grade student to _____-grade student					Applicant signature :
Certificate	<input type="checkbox"/> Certified "Transfer Credit Form" <input type="checkbox"/> Official transcripts of the previous school.					
Notes	<p>1. The whole procedure of application must be completed before the course add/drop deadline.</p> <p>2. Procedure :</p> <p style="padding-left: 20px;">(1) Download the application form at the Registrar Section Website.</p> <p style="padding-left: 20px;">(2) Submit the application along with the required documents to the intended department and college for a review.</p> <p style="padding-left: 20px;">(3) Submit the application to the Registrar Section for ratification.</p> <p>3. All information submitted in this application form shall be handled in accordance with the Personal Information Protection Act and other relevant ChaoYang University of Technology laws and regulations.</p>					
Reviewed by						
Review committee of the department Approval/Disapproval		Head of the department		Dean of the College		
Ratified by						
Handling officer		Section Head of Registration Section		Dean of Academic Affairs		