

朝陽科技大學 Chaoyang University of Technology
大學部學生提前畢業申請表 Application for Early Graduation of Undergraduate

~填寫申請書請前先閱讀背頁 Please read Notes on the back page before completing this form~

申請人資料 Applicant Information		
姓名 Name	學號 Student No.	連絡電話 Contact Number
系別、年級、班別 Department, Year & Class		部別 Division (請勾選 please check) ☐ 日間 Daytime ☐ 進修 Evening
申請學期 _____ 學年度 第 _____ 學期 Current Semester _____ Semester _____ of Academic Year _____		
擬申請 Apply for (請勾選 please check) ☐ 提前 1 學期畢業 Early Graduation by one semester ☐ 提前 1 學年畢業 Early Graduation by one academic year		
附件 Attachment (請勾選 please check) ☐ 在校歷年成績單 Transcripts of each semester ☐ 成績排名證明書(系排名) Proof of department rankings in each semester		
申請人簽名 Signature of applicant		申請日期 Application Date
各系初審 First Review by Department		
1. 依學則第五十四條規定, 申請人符合以下條件得提出提前一學年或一學期畢業之申請。 According to Article 54 of the School Regulation, applicants who fulfilled below requirements are eligible to apply early graduation: (請勾選 please check) ☐ 應修科目與學分全部修畢; All required subjects and credits studies are completed. ☐ 各學期(含申請當學期)名次在該系該年級學生數 10%以內; Department rankings in each semester (including current semester) falls within top 10%. ☐ 操行成績各學期均在 80 分以上 Average conduct score is at 80 or above for each semester.		
2. 結果 Result (請勾選 please check): ☐ 合格, 待學期結束授課教師成績送出後複審。 Qualified. Second review would be proceeded after the course instructor has sent out the result by end of semester. ☐ 不合格。Not qualified.		
各系承辦人 Handle by (簽章 Signature)		系主任 Department Director (簽章 Signature)
教務處註冊組/進修教學組複審 Second Review by Office of Academic Affairs		
3. 結果 Result (請勾選 please check): ☐ 該生可於 _____ 學年度第 _____ 學期提前畢業。 Approved. Student can early graduate in the _____ semester of academic year _____. ☐ 該生申請提前畢業未通過。Rejected.		
承辦人 Handle by (簽章 Signature)		單位主任 Section Head (簽章 Signature)

註 Notes

1. 請申請同學填完本申請表後，連同歷年成績單及各學期名次排名表（系排名），一併繳至所屬各系所初審。
Please submit this completed application form together with transcripts and proofs of department rankings to your department for first review.
2. 於擬畢業學期結束授課教師成績送出後，由教務處複審。
Second review is conducted by the Office of Academic Affairs after the course instructor has sent out the result by end of semester.
3. 複審後，教務處註冊組/教務處進修教學組將個別通知申請同學複審結果，並於教務處註冊組/教務處進修教學組網頁公告。
The Admissions Section / Teaching & Learning Section of Office of Academic Affairs will inform individual applicant the result of application. The result will be posted on the webpage of the Office of Academic Affairs.
4. 本校為辦理學生提前畢業申請之目的，本表蒐集之個人資料（C001 辨識個人者），在申請期間於校務地區進行申請提前畢業審查及必要之業務聯繫作業，若未提供正確完整之資料，將無法進行資格審核。你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，本校註冊組(分機 4013~4019)。
The personal information (C001 Type for identifying individuals) that Chaoyang University of Technology collected are only used for processing the application of early graduation during the period when the application is under review within the school and when the contact of the relevant individual becomes necessary. Application would not be processed for submission of incomplete information. Applicants have the right to inquire and correct personal information according to Article 3 of the Personal Data Protection Act. For details please contact the Admissions Section of CYUT at ext. 4013-4019.