**NATIONAL TAIWAN UNIVERSITY
Application to Retain Student Status for Newly Admitted Graduate Students**

Application period: mid-July– late July，mid-January–late January

The following section shall be filled out by the applying student:

□ First application

□ Extension (approval from the head of department / graduate institute not required)

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| --- | --- | --- | --- |
| Name |  | Student ID No. assigned upon admission |  |
| College / Department / Division  | College:Department / Graduate Institute:Division:  | * Master’s
* Doctoral
 |
| Reason for application |  |
| * Approval from the head of department / graduate institute is required if the reason for application is military service, in which case please submit this form directly to the Graduate Academic Affairs Division
 |
| Period of retainment | From \_\_\_\_\_\_ Semester, Academic Year \_\_\_\_\_\_\_\_to \_\_\_\_\_\_ Semester, Academic Year \_\_\_\_\_\_\_\_, \_\_\_\_\_ semester(s) in total |
| Required documents | First application:1. Original copy and photocopy of academic certifications (The original copy will be returned upon inspection while the photocopy will be retained for reference. Please make your own photocopies.)
2. Supporting documents for your reason for application

□ Military service certification: order to report for service or proof of current military service; military ID cards are NOT accepted (The period of retainment shall be equal to the legal period of military service. The original copy will be returned upon inspection while the photocopy will be retained for reference.) □ Proof of medical conditions issued by a NHIA-contracted regional hospital or above (one year max.)□ Proof of low household income issued by the township/district office or above (one year max.)□ Pregnancy or child birth (one year max.)□ Raising a child under three years of age (three years max.)□ Other justifiable causes (one year max.)1. Letter of acceptance

Extension: 1. Letter of approval for student status retainment (if applicable)2. Proof of current military service (military ID cards are NOT accepted) |
| Address | □□□ Tel: Mobile: |

Department / graduate institute approval: (not required if the reason for application is military service or retainment extension)

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| Approval by the Head of Department / Graduate Institute |
| □ ApprovedApplication□ Denied Signature of the Head: Date: \_\_\_\_\_\_\_\_\_\_\_(yyyy/mm/dd) |

The following section is reserved for processing by the Graduate Academic Affairs Division:

|  |  |  |
| --- | --- | --- |
| Processing Clerk | Chief of Student Status Section | Director |
|  |  |  |

 Form No. A404000-2-026A-03