

National Taiwan University

Certificate of Study Request Form

Only applicable to students withdrawing from the University. A fee of NT\$20 should be paid at the automatic payment machine before filling out the request form.

To be Completed by Student

Name		Application Date	(Year/Month/Date)
Student ID Number		Date of Birth	(Year/Month/Date)
College & Department/Program/Institute	College Department/Program/Institute		
Reason for Withdrawal	<input type="checkbox"/> Fail to enroll before the deadline <input type="checkbox"/> Academic difficulty <input type="checkbox"/> Family issues <input type="checkbox"/> Financial reasons <input type="checkbox"/> Fail to enroll after the withdrawal period <input type="checkbox"/> Gone abroad <input type="checkbox"/> Gone into Employment <input type="checkbox"/> Other _____		
Last Date of Attendance at University	Academic year semester		
Phone number			
Pick-up/ Mail Delivery	<input type="checkbox"/> Pick-up from the office <input type="checkbox"/> By mail (please fill in mailing information on the return envelope and purchase NT\$25 postage)		

For Office Use Only

Processed by	<input type="checkbox"/> Leaving-school procedures completed <input type="checkbox"/> Fees paid
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Section Chief	
Director	

Form No. : A404000-3-010A-