___學年度___學期畢業生離校手續單

Graduation Procedure form of _____ Semester in _____ Academic Year

申請人姓名(Name)：_____學號(ID)：_____手機(Phone)：_____

繳交單位 (Place)	繳交項目 (Item)	驗收簽章 (Signature)
辦理離校手續應完成下列事項，將本單繳回所辦公室存查後，方能離校。 Please complete all steps listed below and get proper approval before you submit NCKU graduation form to the office.		
實驗室 (Lab) 指導教授 (Advisor)	請各實驗室依所屬規定驗收、核章 Signature of Advisor Advisor shall sign as a consent to proceed graduation	
	原創性比對系統-論文比對結果 Please use Turnitin to run an originality report of the thesis, print out the report, and have your advisor sign on it to confirm.	
系辦公室 (Office)	繳交論文比對結果 Submit originality report of the thesis	
	►離校流程表Graduation Procedure Form 1.請至畢業生離校手續查詢系統進行相關作業並列印離校單 Please log in “Online Application System for Graduation from NCKU” to print out the "Graduation Procedure Form." http://campus1.ncku.edu.tw/leave/index.php 帳號密碼同選課系統 Password is the same as course enrollment system ►系辦公室Department office 2.論文1 本 (博士精裝本、碩士平裝本) Thesis*1 copy (PhD: Hardcover / MS: Paper cover) 3.繳交指導教授離校同意書 Submit the Advisor’s Consent for Graduation (https://bme.ncku.edu.tw/var/file/101/1101/img/173798102.pdf) 4.系辦上網建立系友資料 Submit your information to NCKU BME alumni database 5.(1)繳交2 吋相片 1 張（背面寫上學號、姓名） One Graduation photo, size 2” (Write down Name/ID on the back side) (2)本系畢業生問卷 Submit the questionnaire (Link) 點此連結問卷 【相片及離校問卷若於畢業審查時已繳交者可免】 -- 張小姐(Lucy) If you have already submitted the graduation photo and the questionnaire when doing graduation review, no need to do it again.	

July 2023