國立中正大學學生學籍變更申請書

**National Chung Cheng University**

**Application Form for Student Information Change/ Correction**

申請日期Application date： 年 月 日

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 系所Department |  | 學 號Student ID No |  | □畢業生/離校生 Graduated/ Withdrawal □在校生Current student |
| 地址Mailing Address |   | **申請人簽名****Applicant’s Signature** |
| 電話Phone number |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 變 更 事項Information to be updated | **1** | **2** | **3** | **4** |
| **身分證字號 或****居留證號Personal ID or****ARC UI no.** | **中文姓名****Chinese name** | **英文姓名****English name** | **出生年月日****Date of Birth** (yyyy/mm/dd) |
| 首次變更First time to change/ correct? | □是 yes□否no | □是 yes□否no | □是 yes□否no | □是 yes□否no |
| 變 更 前Information **before** change/ correct |  |  |  |  |
| 變 更 後Information **after** change/ correct |  |  |  |   |
| 應檢附之證明文件Related supportingdocument | 戶籍謄本 或 居留證Household Registration Transcript /Alien Resident Certificate (ARC) | 護照Passport  | 身分證或護照Personal ID Card or ARC or Passport |

|  |
| --- |
| 學安組Division of Student Safety |
| 僅本地 在學中 男生需加會 Only currently enrolled domestic male students.  |
| 教學組承辦人Administrator | 教學組組長Registrar | 教務長Dean of Academic Affairs |
|  |  |  |

**畢業生畢業證書上的個人資料請一併變更，請攜帶畢業證書正本至教學組辦理。**

**3個工作日後可領件。**

**Notice for graduates :**

The information on the diploma must be changed to match. Please turn in your original diploma.

3 working days are required to change the diploma.

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