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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 系所別Department | 學 號Student ID No. | 變更後姓名Name after change | 入學年月Date of Entry | □畢業生/離校生 Graduated/ withdrawal□在校生Current student |
|  |  |  |  |
| **變 更 事 項****Items to be changed** | **變 更 前****Information before change** | **變 更 後****Information after change**  | **檢附證明文件****Related supporting documents** | **是否為首次變更****First time to Change?(yes/no)** |
| □中文姓名變更 Chinese name  |  |  | 戶籍謄本Household Registration Transcript |  |
| □身分證字號變更  Personal ID number |  |  |  |
| □英文姓名變更 English name  |  |  | 護照passport |  |
| □出生年月日變更 Date of Birth (Year/Month/Day) |  |  | 身分證或戶籍謄本或護照Personal ID Card or Household Registration Transcript or passport |
| 現在住所Mailing Address |  | 申請人簽名Applicant’s Signature |
| 電 話Phone number |  |
| 承辦人Administrator | 教學組組長Registrar | 教務長Dean of Academic Affairs |
|  |  |  |
| 敬會： 系辦公室Office of Department Enrolled： （蓋圓戳章） |
| 敬會：學安組 （女生和畢業生免會）Division of Student Safety (females and graduates are exempt) |

**畢業生更改姓名者，需帶畢業證書正本至教學組辦理。**

**Notice for graduates change the student's name and date of birth:**

**The name 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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