

U of Taipei Existing Student (E.S.) Alumni (A.) **Application Form for Chinese(English) Transcript,**

Ranking Certificate, and Certificate of Enrollment

Application Date : (YYYY/MM/DD)

Name		English Name (No need if applying a Chinese Document)	Eg. Wu , Yun -Yun (Capitalization and punctuation shall be exactly the same with those in the passport)		
Student Number		Birthday (C.E.for English documents)	Eg. 1972,MAY 21		
Dept./Grade Level		T e l	Tel : () Mobile :		
Year of Admission		Graduation Year (for alumni)	YYYY	MM	
Category	Documents for application		Copy	Fee(NT/per copy)	
				E.S.	A.
	1.	<input type="checkbox"/> Chinese Transcript for : <u>1st/2nd</u> semester in ____ year		20	20
	2.	<input type="checkbox"/> Chinese Transcript for : both semesters in ____ year		20	20
	3.	<input type="checkbox"/> Chinese Transcript for all semesters		20	20
	4.	<input type="checkbox"/> English Transcript for all semesters		20	20
	5.	<input type="checkbox"/> Chinese Ranking Cert. for: <u>1st/ 2nd</u> semester in ____ year (undergraduates)		20	20
	6.	<input type="checkbox"/> Chinese Ranking Cert. for all sem. (undergraduates)		20	20
	7.	<input type="checkbox"/> Chinese Certificate of Enrollment		20	-
	8.	<input type="checkbox"/> English Certificate of Enrollment		20	-
	9.	<input type="checkbox"/> Certificate for graduation in this semester		20	-
	10.	<input type="checkbox"/> Certificate of study		-	20
	11.	<input type="checkbox"/> Copies of documents with stamps stating “identical to the original”		10	10
12.	<input type="checkbox"/> Special envelope for transcripts		5	5	
13.	<input type="checkbox"/> Others _____				
Total Fees <small>(filled by the Registrar Div.)</small>	NT\$ _____ in total				
Notes 1. Five working days for Item 4 if the document needs to be typed manually. 2. One working day for Items 5 & 6 if the ranking has to be calculated manually. 3. Items 7, 8, 9 are for existing students. 4. Item 10 is for students withdrawn from the University.					