

靜宜大學 大學部學生提前畢業申請書
Application for Early Graduation by Undergraduates

Personal Data			
Dept.	_____ Dept. _____ Year _____ Class (Div.)		
Student No.		Name	
Term of Early Graduation	<input type="checkbox"/> 1 Year <input type="checkbox"/> 1 Semester	Mobile	
Regulations on Early Graduation	The application meets the following requirements: <input type="checkbox"/> Have completed all courses specified by the pertinent departments with all required credits acquired, met all other criteria for graduation (e.g., foreign language proficiency, information technology competency, etc.), and completed all internship in time, if applicable. <input type="checkbox"/> Average academic score over the entire period of study is above 80. <input type="checkbox"/> Average conduct score over the entire period of study is above 80. <input type="checkbox"/> Ranked top 5% of all students of the same year at the same department every semester.		
Procedures			
1. Department	Secretary:	Chair:	
2. Div. of R&C	Case officer:	Registrar:	
3. Dean of Academic Affairs			
Remarks: A. As stated in the <i>Academic Regulations</i> : Baccalaureate seeking students with excellent grades and performance and meeting all four criteria below may apply for an early graduation for one semester or one academic year: 1. Have completed all courses specified by their individual departments with all required credits acquired, met all other criteria for graduation (e.g., foreign language proficiency, information technology competency, etc.), and completed all internship in time, if applicable. 2. Average academic grade over the entire period of study is above 80. 3. The conduct grade of every semester is above 80. 4. Rank within the top five percent of all students of the same year at the same department every semester. Transfer students and the newly admitted students who advanced their year of study due to credit transfer are not eligible for early graduation. B. Application Time: Within one week after the end of the Final Exam of the semester intend to graduate. C. Documentation required: 1. Application for Early Graduation by Undergraduates. 2. One original copy of the transcripts of all semesters with rankings (including the scores of the semester immediately before the intended graduation). D. Application process: Approved by the Chair of the attending department→Office of Academic Affairs reviews the graduation qualification→Inform the qualified applicants (after the semester ranking of the intended graduation is determined)→Process the Exit Procedures→Collect the Diploma. E. The applicants should still go through the course registration and registration procedures for the following semester. Those who pass the early graduation review, followed by the announcement, will then go through the procedures for withdrawal and refund.			