**靜宜大學 緩送成績申請表**

**Application for Late Submission of Grades**

**Remarks:**

1. **This Form should be submitted to the Div. of Registration & Curriculum before the end of the semester.**
2. **The grades of the other students of the class should be uploaded and transmitted during the service hours of the system.**

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| --- | --- | --- | --- |
| **Instructor Name** |  | **Course Title** |  |
| **Class** |  | **No. of Credits** |  |
| **Date** |  | | |

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| --- | --- | --- | --- | --- |
| **List of Late Submission** | | | | |
| **Item** | **Dept./Class** | **St. No.** | **Name** | **Descriptions** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |
| 8 |  |  |  |  |
| 9 |  |  |  |  |
| 10 |  |  |  |  |

**Instructor’s signature: Chair of Dept.:**

**靜宜大學 緩送成績學生記分單**

**Score Sheet of the Late Submitted Grades**

**※The Score Sheet of the Late Submitted Grades should be submitted to the Div. of Registration and Curriculum before the instructional classes begin the following semester.**

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| --- | --- | --- | --- |
| **Instructor Name** |  | **Course Title** |  |
| **Class** |  | **No. of Credits** |  |
| **Date** |  | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Grades of Students** | | | | |
| **Item** | **Dept./Class** | **St. No.** | **Name** | **Grades** |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |
| 8 |  |  |  |  |
| 9 |  |  |  |  |
| 10 |  |  |  |  |

**Instructor’s signature:**