國 立 嘉 義 大 學 學 生 報 告 書

National Chiayi University Special Request Form

學生填寫欄 For Student

|  |  |  |  |
| --- | --- | --- | --- |
| 姓名 Name(學生本人親筆簽名)Signature of Student |  | 系所、年級Department/Institute& Year |  |
| 學號 StudentID Number |  | 申請日期 (YY/MM/DD)Application date |  |
| 聯絡電話Phone Number | 手機 Mobile | （H） | 研究生實驗室 Laboratory/Office |
| 主旨：（請簡要陳述請求事項）Subject (*Please briefly describe your special request.*) |
| 詳細說明：（本欄若不敷使用，請繼續書寫於本報告書之背面，或另紙繕寫）Details (*Please write overleaf or attach another piece of paper if necessary.)* |

會簽意見欄 Countersign & Comments （若報告內容涉及個別課程，則任課教師及開課系所主任均需會簽）

If the request is about a course, course instructors and course-offering department chairs need to sign.

|  |  |  |
| --- | --- | --- |
| 任課教師/指導教授Course Instructor/Advisor | 開課系所主任(所長)Dept. Chair / Director（course-offering Dept.） | 就讀系所主任(所長)Dept. Chair / Director（Your Dept.） |
|  |  |  |
| 學務處Office of Student Affairs | 國際事務處Office of International Affairs | 總務處出納組Office of General Affairs (Cashier) |
|  |  |  |

**教務處審核欄 For Office of Academic Affairs (□二層決行 □一層決行)**

|  |  |  |  |
| --- | --- | --- | --- |
| 承辦人**Senior Clerk** | 組長**Director** | 教務長**Dean of Academic Affairs** | 校長**President** |
|  |  |  |  |