

系所名稱 Department		學號 Student ID No.	
姓名 Name  (in Chinese)		性別 Sex	<input type="checkbox"/> 男 M
			<input type="checkbox"/> 女 F

單位核章	項目 Items
國際事務處 Office of International Affairs	<p><b>Degree Verification at OIA</b></p> <p><input type="checkbox"/> 外國學生學歷證明文件與申請入學送審查之資料相符。 Foreign students' academic records match the materials submitted for admission review</p> <p><input type="checkbox"/> 外國學生學歷文件於申請入學時已完成學歷採認。 The academic documents of foreign students have already undergone credential recognition at the time of admission application.</p> <p><input type="checkbox"/> 持外國學歷者，其學歷證明文件及成績單已經我國駐外單位驗證核章，中英文以外語言，已附中文或英文譯本，譯本亦有我國駐外單位驗證章。 For students with foreign degrees, the diploma and transcript need to be verified by an overseas Taiwanese Representative Office. When the original diploma and transcript are written in a language other than Chinese or English, the English or Chinese translation are required and need to be verified with official stamps by the Taiwanese Representative Office.</p> <p>學生中文姓名: _____</p>

**教學組報到****Registration****Location:** Division of Curriculum and Instruction1<sup>st</sup> Floor of the East wing of Administrative Building 行政大樓東棟 1 樓教學組**Date:** Tuesday, February 24, 2026

9:00–11:00 AM and 2:00–4:00 PM

Please first take a queue number from outside the office and enter the counter area in numerical order.

## Required Documents :

- Please **submit one photocopy** of each of the following original documents:  
a valid **passport, graduation certificate, and academic transcript**.  
Students with foreign academic credentials must first have their documents verified by the Office of International Affairs.
- Submit your “**Student Personal Information Form**” printed from CCU Student Academic Record Entry System.  
\*Personal information completed with a clear headshot photo. A photocopy of your passport pasted on the back side of the form.

教學組:

\*本表併同學生學歷證明由教學組留存。