國立陽明交通大學物理研究所畢業離校程序單

Graduation Procedures From of Institute of Physics, NYCU

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 學號  Student No. |  | 姓名  Name |  | 口試日期(年/月/日)  Date of Passing Oral Defense (mm dd, yy) | |  |
| 辦 理 事 項Procedures | | | | | 核准簽章Approval | |
| 清空個人座位之物品。Clear all objects on the personal seat. | | | | | 研究實驗室交接人簽章Group Representative's Signature/Stamp | |
| 歸還研究室或實驗室鑰匙。Return research room or laboratory keys. | | | | | 研究實驗室代表請簽章Group Representative's Signature/Stamp | |
| 職務交接人簽章。Receive Signature/Stamp of the next person in charge. | | | | | 研究實驗室交接人請簽章Group Representative's Signature/Stamp | |
| 指導教授准予離校簽章Receive Advisor's Signature/Stamp to approve leaving school | | | | | 指導教授請簽章Advisor's Signature/Stamp | |
| 共同著作協議書：正本1份。One original copy of "Joint Work Agreement". | | | | | 所辦簽章Stamp of Institute Office | |
| 博士生繳交一本平裝論文至所辦。Ph.D. students should submit one paperback dissertation to the IOP Office. | | | | | 所辦簽章Stamp of Institute Office | |
| 借用之圖書、電腦及其他公物歸還所辦。Borrowed books, computers and other public properties should be returned to the IOP office. | | | | | 所辦簽章Stamp of Institute Office | |
| 填寫離校後聯絡方式、去向及感言(<https://forms.gle/kYvJ9rWCFhsA5Nyz5>)。Fill in Contact address after the student leaves school, Development after graduation and Graduation reflection. (<https://forms.gle/kYvJ9rWCFhsA5Nyz5>) | | | | | 所辦簽章Stamp of Institute Office | |
| 陽明交大畢業生離校程序(<https://portal.nycu.edu.tw/#/>)  1.學生：單一入口→陽明交通大學→畢業離校申請系統。送出後請提醒指導教授上線簽核。  2.指導教授：單一入口→陽明交通大學→離校簽核系統(交大校區)。  "NYCU School-leaving System"(<https://portal.nycu.edu.tw/#/>)  1. Student: NYCU Portal→NYCU Campus→Graduation Procedures. After submitting, please remind your advisor to sign off online.  2. Advisor: NYCU Portal→NYCU Campus→Final Approval | | | | | 所辦簽章Stamp of Institute Office | |

物理研究所 Institute of Physics 113.02.16