

## National Kaohsiung University of Hospitality and Tourism Graduation Students Credential Document Application

Application date	M    D,    Y	Cautionary measures: 1.Of all credential documents applied (except the Mandarin graduation diplomas), case pickups are made universally at 3:00PM of the following day from the application date. 2.When applying for credential documents, please complete the pickup within one month, and if exceeding the cutoff, the section does not assume the safekeeping liability. 3.If non-case parties applying for various forms of information, please present the case party's signed power of attorney for processing.						
Name		Student ID#		Institute/ dept/ section				
ID card#		Contact phone		Mailing address				
Applied item	Unit cost	Copies	Amount	Applied item	Unit cost	copies	Amont	
Mandarin history grade report Whether need ranking <input type="checkbox"/> yes <input type="checkbox"/> no ID card# <input type="checkbox"/> display <input type="checkbox"/> hide	\$20			Mandarin graduation diploma (which requires 3 working days to complete) [information to include: 1. Degree certificate replacement/reissue application 2. Degree mailing consent letter, stamped return envelope (if choosing to mail)]	\$220			
English history grade report whether ranking is needed <input type="checkbox"/> yes <input type="checkbox"/> no	\$20			English graduation diploma	\$20			
				Mandarin/English proof of inception certificate				
Applicant signature				Total	NTD			
Remark: 1.Upon completing the application form, please remit the fee at the 1/F cashier section, and then return the second copy to the registration and curriculum section. 2.Of those requiring posting, please prepare a stamped return envelope on your own.					Cashier section receiving approval seal			

**The second copy: to be retained by registration and curriculum section pending verification**

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Signature/ endorsement for collecting the applied credential documents		Date	M    D,    Y	Academic affairs office processor approval seal	
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