

國立高雄餐旅大學 \_\_\_\_\_ 學年度第 \_\_\_\_\_ 學期學生學業成績複查申請表  
**Application Form for Record Review**  
**in the \_\_\_\_\_ school year \_\_\_\_\_ semester at NKUHT**

申請日期 Application date:: \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

學生姓名 Name		學號 Student ID	
班級 Class		聯絡電話 Correspondence phone	
複查課程名稱 Subject for review		修課系科班別 Department/branch/class of the subject	<input type="checkbox"/> 研究所 Institute
開課序號 Class serial number			<input type="checkbox"/> 二技 2-year Technical School
授課老師姓名 Course instructor			<input type="checkbox"/> 四技 4-year Technical School
			<input type="checkbox"/> 二專 2-year College Education
			系所 Department/institute ____年級 grade ____班 class
複查理由 Reasons	【由學生本人詳述 written in detail by the student】		
學生簽名 Signature of the student			
注意事項 Notes	<p>1.對於修業科目成績有疑異者，必須詳述成績複查理由，未註明者不予受理。 For students who have objections to the record of subjects, they must indicate the reasons for the review; otherwise the application will not be accepted.</p> <p>2.成績複查期限，依據本校該學期行事曆教師登錄成績結束次日起 2 個星期內提出成績複查申請，逾期概不受理。 As to the duration of the review, the application should be submitted within 2 weeks from the next day after the teachers upload the record online with the schedule of the semester of the university. Late applications will not be accepted.</p>		

※請同學填妥本表上列項目後，再交由進修教務組辦理後續成績複查。After filling in the form above, the student should submit it to the Continuing education academic affairs section for the following record review.

受理日期 Acceptance date: \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

成績複查說明 Instruction on the record review	【由授課老師詳述 r】 written in detail by the teacher	複查結果 Results	<input type="checkbox"/> 成績無誤 Correct records ° <input type="checkbox"/> 試卷評分錯誤 Erroneous records ° <input type="checkbox"/> 成績計算錯誤 Score calculation error ° <input type="checkbox"/> 成績登載錯誤 Record uploading error ° <input type="checkbox"/> 遺漏學生成績 Record missing. ° <input type="checkbox"/> 其他 Other _____ °
授課老師簽名 Signature of the teacher		系所主任 Dean of the department/institute	
填表日期 Date	_____ 年 _____ 月 _____ 日		
進修教務組承辦人 Continuing Education Academic Affairs Section	進修教務組組長 Section Chief of Continuing Education Academic Affairs Section	教務長 Dean of Academic Affairs	