

## 學籍、成績、畢業審核系統使用權限申請表

Application for Access to the Academic Record System, the Grades System,  
and the Graduation Requirements System

申請類別 Type of application:

☐ 新增帳號 Create a new account ☐ 權限修改 Change of authorization

年 月 日 (yyyy/mm/dd)

申請人 Applicant	單位 Department/Institution			
	姓名 Name		校內分機 Campus Ext.	
	個人校內E-mail ( Email Provided by NCU )			
	PORTAL帳號 (Portal Account)			

承辦業務(系所/學程)名稱：Please specify the department/institution/program involved:

學位別 Degree	<input type="checkbox"/> 學士班 Undergraduate Program <input type="checkbox"/> 碩士班 Master' s Program <input type="checkbox"/> 博士班 Doctoral Program <input type="checkbox"/> 在職專班 In-service Master' s Program <input type="checkbox"/> 產業專班 Industrial Master' s Program (請勾選 Please tick a box.)	
系統功能別 System Function	<input type="checkbox"/> 學籍查詢 Enrollment status <input type="checkbox"/> 逕攻博士 Direct admission to a PhD program <input type="checkbox"/> 註冊檢核 Admission requirements <input type="checkbox"/> 異動資料查詢 Inquiry into data change <input type="checkbox"/> 成績查詢 Academic record <input type="checkbox"/> 畢業審核 Review of graduation qualifications <input type="checkbox"/> 離校檢核 Verification of school leaving procedure <input type="checkbox"/> 專業學程審核 Credit program qualifications (請勾選 Please tick a box.)	

### 【注意事項】 Point for Attention

因公務使用學生資料時，請確實遵守『個人資料保護法及其施行細則』之相關規定，請申請人及使用單位謹慎使用，並善盡資料保密及保管之責任。 Please comply with the Personal Information Protection Act when using student information in the context of official business. The applicant and the concerned institute shall use the personal information cautiously, safeguard it, and keep it confidential.

申請單位

主管核章：

Ratification of the Person in Charge  
of the Applying Unit

【單位主管核章後逕送註冊組】

This application form has to be submitted to the Division of Registrar directly upon ratification of the person in charge of the applying unit.