

臺北醫學大學代謝與肥胖科學研究所離所手續單

TMU Graduate Institute of Metabolism and Obesity Sciences Graduation Procedure Application Form

申請日期： 年 月 日

Date of application :

學號 Student ID		姓名 Name	
畢業後通訊地址 Post-graduation address			
聯絡電話 Contact phones	(住家 Home) (手機 Mobile)	電子信箱 E-mail	
簽核欄 Signature (請依序簽核 Please sign in order)			
檢核簽章 Signatures		檢核說明 Notes	
1	指導教授 Advisor		<input type="checkbox"/> 完成畢業論文 Thesis completed <input type="checkbox"/> 繳交研究紀錄簿 Submit of Laboratory Notebook <input type="checkbox"/> 確認清點其它與該研究室相關之事務(以該指導教授之實驗室規定為主) Confirmation and inventory of other matters related to the laboratory (subject to the advisor's laboratory regulations).
2	系所辦公室 Administrative office		<input type="checkbox"/> 繳交畢業論文乙冊(黑色精裝本) Submit a graduation thesis (black hardcover) <input type="checkbox"/> 歸還公用財產/書籍、影印/列印費等 Return school property/books, pay photocopying/printing fees, etc. <input type="checkbox"/> 歸還鑰匙、消磁學生證之門禁通行等 Return keys, demagnetized student ID card for access control, etc.
3	所長 Director		<input type="checkbox"/> 畢業論文→投稿 1 篇(含以上)文章於國際期刊 (Submit Form 或 Manuscript) Thesis→ Submit at least one article in an international journal (Submit Form or Manuscript)
4	行政老師 Administrative teacher		<input type="checkbox"/> 臺北醫學大學代謝與肥胖科學研究所核心能力自評表 TMU Graduate Institute of Metabolism and Obesity Sciences Core Ability Self-Assessment Form
※備註： 1.依序簽核完成離所手續單後，再請行政老師簽核離校程序單。 2.簽核完畢後，請將此單送繳行政老師留存。 ※Notes: 1. Please collect other signatures before asking administrative teacher to sign. 2. Once all signatures are completed, please give this form to the administrative teacher for safekeeping.			