

National University of Kaohsiung

Application Form of Early Graduation for Undergraduates

The requirements of the application: (Each of the following requirements should be met.)

1. Applicants need to be juniors or seniors (those who transferred to the third year are not allowed to apply for early graduation).
 2. Applicants who have studied for six consecutive semesters are allowed to graduate one year earlier; those who have studied for seven consecutive semesters are allowed to graduate one semester earlier.
 3. The following requirements on excellent grades should all be met:
 - (1) The required courses have been taken and the required credits have been obtained.
 - (2) The average grades are more than 80.
 - (3) The class ranking of each semester shall be within the top 10% of the students of the same grade/year in that department.
- Applicants who fail to meet the aforementioned requirements on excellent grades will not be allowed to apply for early graduation.

For applicants to fill out: The applicant needs to in person fill out the application form (attached with one copy of the transcript of all semesters, one copy of the certificate of class ranking of all semesters, and one copy of newly graduate of this semester), send the application to the department/institute and the college transferred to as well as to the former department/ institute and the college, and then send to the Division of the Academic Affairs.

Name		Student ID	
College/ department/ division	College of _____	Application date	/ / (YYYY/MM/DD)
	_____ Year at _____ Division	Telephone	
	Department of _____	Cell phone	
Department/ division of the double major	_____ Division of _____ Department	Department/ division of the second major	_____ Division of _____ Department
Date of graduation planned	_____ (YYYY) ☐ January ☐ June (Please check either)		
The status quo of the applicant (Please check either)	☐ So far, the applicant has met the requirements listed above and will issue the certificate of degree in accordance with "Regulations Governing Early Graduation Application for Undergraduates." ☐ So far, the applicant has met the first two requirements listed above, the average grades are more than 80, and the class ranking of each semester is within the top 10% of the students of the same grade/year in that department. By the date of graduation planned, the applicant can meet the early graduation requirements regulated in "The NUK Academic Regulations" as well as "Regulations Governing Early Graduation Application for Undergraduates." Please regard the applicant as the newly graduate this semester.		

Approval :

Chairperson of the department	The applicant can pass all of the required courses as well as obtained the required credits before the date of graduation planned.	Chairperson of the college the department belongs to	
Registration Section	☐ The applicant has met the requirements listed above and will approve of the early graduation in accordance with "Regulations Governing Early Graduation Application for Undergraduates." ☐ The applicant has met the first two requirements listed above, he/she has studied for _____ consecutive semesters, the average grades are more than 80, and the class ranking of each semester is within the top 10% of the students of the same grade/year in that department. By the _____ semester of the _____ academic year, the applicant can pass the required courses and obtain the required credits. At the end of this semester, if the applicant's grades still meet the early graduation requirements regulated in "The NUK Academic Regulations" as well as "Regulations Governing Early Graduation Application for Undergraduates," NUK will approve the applicant of his/her early graduation with the certificate of degree.		
Staff in charge		Chief of Registration Section	Dean
Preliminary review		Preliminary review	Preliminary review
Final review		Final review	Final review

Only when all the aforementioned requirements are met can the applicants be qualified for early graduation. **If the applicant's grades fail to meet the requirement, he/she will not be allowed to graduate earlier.**

After the preliminary review, Division of Academic Affairs will send a copy of the result to the department office where the applicant can get it.