

National Chung Hsing University Department of Environmental Engineering Graduation
 _____ Year Department Clearance Form

Revised and approved in the Departmental Affairs Meeting on July 8, 2020

Name		Student ID		Email Address for Post-Graduation Contact		
Contact Information After Graduation					Phone Number	
					Mobile Number	

Do you agree to provide the above personal information for alumni association registration and use?

Agree Disagree

Affirmed by:

Processed by	Advisor's Signature	Ms. Chen (Room 514)	Teaching Assistant Li, Room 515 (for undergraduate, master's, and doctoral programs) Ms. Chen, Room 514 (for Master's Professional Program)	Mr. Zhang (Department office for undergraduate, master's, and doctoral programs) Ms. Chen (for Master's Professional Program)	
	(Undergraduate Exempted)	Key Return (Undergraduate Exempted)	Submit Alumni Survey Form	Use of the Online Graduation System for Contact and Online Survey Submission	Online Department Clearance

Note

(1) Graduates of the Department of Environmental Engineering must complete the department **clearance** procedures before proceeding with the graduation procedures.

(2) The steps for the department **clearance** procedure are as follows:

1. Undergraduate: Teaching Assistant Li (Room 515) → Mr. Zhang at the Department Office
2. Master's/Doctoral: Advisor → Ms. Chen (Room 514) → Teaching Assistant Li (Room 515) → Mr. Zhang at the Department Office
3. Master's Professional Program: Advisor → Ms. Chen (Room 514) → Ms. Chen (Room 514)

(3) After completing the department **clearance** procedures, you may proceed with the "Graduation Procedures Form" by obtaining the department chair's stamp.

(4) The personal information collected on this form will be used solely for specific purposes, and will not be transferred to other uses without the consent of the individual. No information will be disclosed, and all procedures will comply with the Personal Data Protection Act.