

Application for Documents of Current Students of I-Shou University

Applicant's Information	Student ID		Date of Birth	/ / (yy/mm/dd)	< Applying in school >	< Applying by mail >
	Name		Tel		<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <p>Opening hours for collecting your document(s) AM 08 : 15~11 : 50 PM 01 : 10~04 : 00</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Fill out an application form at Counter No. 6 of the Registration Section. </div> <div style="text-align: center;">↓</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> Use one of the computers next to the entrance to the Administration Building to enter your application information, and then make your payment at the Cashier Section. </div> <div style="text-align: center;">↓</div> <div style="border: 1px solid black; padding: 5px;"> Submit the application form and the payment receipt to any of Counters No. 1~5. ※Please note that it takes at least three working days to produce a new student ID card. </div> </div> <div style="width: 35%;"> <p>* Complete this application form, and then mail it along with application fees (a postal money order at a value equivalent to the application fees) and a self-addressed stamped registered envelope to the Registration Section.</p> <p>* Domestic Postage Rates for Your Information: :</p> <p>NT\$36 for 1~2 copies. NT\$45 for 3~8 copies. NT\$60 for 9~20 copies. NT\$100 for over 21 copies.</p> </div> </div>	
	ID No.		College & Dept.			
	English Name <small>(spelled exactly as it is on your passport)</small>	<small>(Please fill in this blank if you apply for documents in English)</small>				
Application Options (Please tick (✓) the option you require)			Fee	Number of copies		
<input type="checkbox"/> Chinese transcript of a semester Academic Year _____ Semester Ranking <input type="checkbox"/> Printed out <input type="checkbox"/> Not printed out			NT\$20/copy			
<input type="checkbox"/> Chinese transcripts of academic records Ranking <input type="checkbox"/> Printed out <input type="checkbox"/> Not printed out			NT\$20/copy			
<input type="checkbox"/> Reissue of the student ID card due to loss (including a reporting fee) Please first report the loss to the Registration Section online and have this application form stamped by the Safety Section.			NT\$200/copy			
<input type="checkbox"/> Application for unlocking and registering an anonymous student ID card (approx. 14 working days)			NT\$69/each			
<input type="checkbox"/> English Transcripts of academic records GPA <input type="checkbox"/> Printed out <input type="checkbox"/> Not printed out			NT\$20/copy			
<input type="checkbox"/> Certificate of Enrollment in English			NT\$20/copy			
<input type="checkbox"/> Certificate of Enrollment in Chinese (Please have the photocopy of Student ID Card (both positive and reverse) sides stamped in the Registrar Section.)			Free of charge		Safety Section : (inside the Office of General Affairs)	Cashier Section :
					Registration Section :	

Date : / / (y/m/d)