**Instructions for the Graduation Clearance Procedures for Undergraduate Students in the**

**Department of Chemical Engineering**

◎Departmental Graduation Clearance Procedures:
In line with the university’s 'EZgo Graduation Clearance System,' graduates are required to complete the following steps：

* **For juniors and seniors who have conducted research projects: Fill out the printed department clearance form (as shown below) and complete the following in order：**
1. **Verification by your research advisor.**
2. **Verification by your research advisor.**
* **Be sure to join both：**
1. **The NCHU Department of Chemical Engineering Alumni Association.**
2. **The NCHU Chemical Engineering Class of [Last Digit of Graduation Year] (e.g., 2017 graduates join the "Class of 7" alumni group) on Facebook.**

**Submit the completed paper form to the department assistant for final processing.**

◎University Graduation Clearance Procedures:
Students should visit the university homepage and access the NCHU Portal to check the clearance status of each unit. Once all units display 'OK,' students can proceed to the Registration Office to collect their graduation certificate.

