**Graduation Clearance Process for Graduate Students in the Department of Chemical Engineering**

**(Starting from the 100th Academic Year)**

Download the form

1. Department Clearance Form Satisfaction 4. University Clearance Form

2. Satisfaction Survey Form

3. Thesis Survey Form

Check the graduation clearance status online. After all units show 'OK', bring your student ID and the original thesis defense result notice to the registration office to collect your diploma.

Submit (a) Thesis Survey Form, (b) Thesis Defense Meeting Record, (c) Survey Questionnaire, and (d) Department Clearance Form to the department office assistant.

The assistant will log the graduation clearance online.

(During the summer vacation, the department office assistant may be on rotation leave. If the assistant is unavailable to log the clearance, it can be processed on another day.)

Send the PDF electronic file of the thesis to yrku@nchu.edu.tw

Submit the University Clearance Form to Assistant Gui-Xiang for the department head's stamp, and then archive it. (If the assistant is on leave during the summer, it can be processed on another day.)

After filling out the basic information on the University Clearance Form, have it signed by the supervisor.

Filling out the Thesis Survey Form

Sequentially obtain signatures at

each location

**2**

Survey

Completion

Filling out the basic information on the Department Clearance Form

**3**

**2**

**4**

**1**