

Serial Number

Student Separation/Clearance Form



Taiwan International Graduate Program, Academia Sinica
For inquiries, please contact TIGP Office tigp@gate.sinica.edu.tw (02) 2787-1412

July, 2019 ver.

(A) *PERSONAL INFORMATION – Please fill out this section completely. *It is mandatory to complete these items.					
*Full Name: (The name on the TIGP Certificate will appear in the same form.)			*Date of Ph.D. Degree Conferral :		
*TIGP Program Name: *Year Admitted:		*Year Admitted:	*Name of Thesis Advisor:		
*Institute and University Registered:			*Institute of Advisor:		
*Email:			*Current Job Position/Institute/Country:		
Mailing Address:					
Postal code: City:		State:			
Phone Type: \square Mobile Phone \square Landline \neg Country Code:			Phone:		
*I certify that I have returned all TIGP property and paid all debts/bills. I hereby tender my registration from TIGP at Academia Sinica. This registration is executed by me freely and of my own free will, and is not given by reason of any threat, force, duress, or any undue influence by any person or persons. (B) *REQUIRED DOCUMENTS and ITEMS					
1. Student Separation/Clearance Form (hard copy) 2. A Copy of Ph.D. Diploma (hard copy) 3. Publication list (journal papers) (hard copy and electronic copy emailed to tigp@gate.sinica.edu.tw) 4. The first page of your journal papers (with TIGP affiliation) (hard copy) 5. Fill TIGP Graduation Form online (https://goo.gl/forms/R39MnOnh5PAYKjJr2) 6. Academia Sinica ID Card (C) APPROVAL – Please acquire thesis advisor's signature before submitting this form to TIGP Office.					
*Thesis Advisor	Signature of Thesis Advisor		Date	If all of the personnel	
Student Dorm	Signature of Dorm Man	ager	Date	approve the clearance claim and the issuing of TIGP Certificate, an	
TIGP Office	Signature of Chair, Academic Affairs			official seal of Academia Sinica will be affixed to the certificate by the Department of Secretariat. 擬奉核後, 移請秘書處用印。	
DIA Director	Signature of Graduate Dean		Date		
TIGP Director	Signature of Vice Presid	lent	Date		
(D) *CERTIFICATE COLLECTING METHOD – Please choose how you would like to collect the certificate.					
☐ I intend to collect my TIGP Certificate in person at TIGP Office. ☐ Please send my TIGP Certificate to the above mailing address. If all required documents are submitted, it usually takes 2 weeks for a TIGP Certificate to be issued. The student will be notified via email when the certificate is ready for collecting/mailing.					
Certificate collected (Office Use Only)					
			e:		
□ by post; sent by TIGP office □ Dat			e:		