**APPLICATION FORM FOR ISSUING CERTIFICATE**

**(For alumni)**

|  |  |  |  |  |  |
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| **Applicant** |  | **Student No.** | |  | |
| **Nationality** |  | **Grade** | |  | |
| **Phone Number** |  | | | | |
| **Document Type** |  | | | | |
| **Detail Reason for Your Request** | (If the certificate is required by an organization, the relvent official document should be attached.) | | | | |
| **Ways to Get the Certificate** | **□Collect in person in the office**  **□Collect by friend or classmate in the office**  **□Email (PDF copy)**  **Email address：**  **NOTE: No post-service** | | | | |
| [**Signature**](D:/Program%20Files%20(x86)/Youdao/Dict/8.9.3.0/resultui/html/index.html#/javascript:;) |  | | **Date** | |  |
| **Official Use↓** | | | | | |
| **Opinion** |  | | | |  |

**Note:**

1. This form is only for alumni, NOT for students who are studying at the university.
2. After passing the verification, documents will be issued in 5-10 workdays. It will take more time in the holidays.
3. No post-service.