

114-2 Graduation Certificate issuance for Postgraduate

- I. Postgraduate students shall check online and complete the formalities for leaving the school by taking a written examination.
- II. Please visit the "Graduation Qualification Inquiry" to check whether you meet all graduation requirements.



中原畢業生網站

(Website: https://itouch.cycu.edu.tw/active_project/cycu2000h_02/cycu_03/gradSts.jsp)

Then, please download the "Graduate Clearance Form for Postgraduate" and complete the school-leaving procedures via written submission with their respective departments and the Chang Ching-Yu Memorial Library. After completing all procedures, please bring the completed form to receive the diploma during the designated certificate issuance period.



畢業資格查詢

Graduates who have completed clearance, collected their diplomas, and have been admitted to continue to a CYCU master's or doctoral program may contact their admitting department, which will inform the Office of General Affairs to set up access control if needed.


International students who intend to remain in Taiwan after graduation must apply to the National Immigration Agency for an extension or change of residency status within 15 days of receiving their diploma, after the University reports their graduation status.

III. Date of issuance

No.	Date	Time	Location
1	June 6, 2026	9:00 AM~1:30 PM	Administration and Services Center (Dickson Lee Hall-1F)
2	From June 8~June 26, 2026	2:00 PM~5:00 PM (Mon.~Fri.)	Curriculum and Registration Division 408 (Dickson Lee Hall-4F)
3	From June 29~Sep. 3, 2026	2:00 PM~4:00 PM (Mon.~Thurs.)	Administration and Services Center (Dickson Lee Hall-1F)
4	From Sep. 7~Sep.18, 2026	9:00 AM~5:00 PM (Mon.~Fri.)	Curriculum and Registration Division 408 (Dickson Lee Hall-4F)

IV. School-leaving procedures

(一) Postgraduate students (Mainland students): Check out the school leaving procedure online, and please submit the written “Graduate Clearance Form for Postgraduate”.

Order	1	2	3	4
Item	Graduation Website	Chang Ching Yu Memorial Library (2F)	Diploma Collection Method	Office of Alumni Service
Content	<p><u>Graduation Qualification Inquiry</u></p> <p>Self-confirm the following items:</p> <p><input type="checkbox"/> Department</p> <p><input type="checkbox"/> Clearance of Department (Graduate Clearance Form for Postgraduate)</p> <p><input type="checkbox"/> Curriculum and Registration Division</p> <p><u>Information Submission</u></p> <p><input type="checkbox"/> Personal Information Form</p> <p><input type="checkbox"/> Graduates' Destination Questionnaire</p>	<p><input type="checkbox"/> Thesis/Dissertation (1 hardcover)</p> <p><input type="checkbox"/> Ensure you return the borrowed books or settle any debts.</p>	<p><input type="checkbox"/> Thesis/Dissertation (1 papercover)</p> <p><input type="checkbox"/> Bring your student ID card.</p> <p><input type="checkbox"/> Graduate Clearance Form for Postgraduate</p>	<p><input type="checkbox"/> Activate alumni card access using your student ID card (those who have lost their student ID card should follow the alumni procedure after graduation).</p> <p><input type="checkbox"/> Take a screenshot confirming completion of the Graduates' Destination Questionnaire to receive the diploma folder.</p> 
Time	To be completed before receiving the diploma		Date of issuance	By announcement time

(二) International students and Overseas Compatriot students (including those from Hong Kong and Macau): Check your school-leaving clearance results online and complete the departure procedures with the clearance form. International students must additionally complete the “International Student Departure Clearance Form” via written submission.

Order	1	2	3	4
Item	Graduation Website	Chang Ching Yu Memorial Library (2F)	Diploma Collection Method	Office of Alumni Service
Content	<p><u>Graduation Qualification Inquiry</u></p> <p>Self-confirm the following items:</p> <p><input type="checkbox"/> Department</p> <p><input type="checkbox"/> Clearance of Department (Graduate Clearance Form for Postgraduate)</p> <p><input type="checkbox"/> Curriculum and Registration Division</p> <p><input type="checkbox"/> Office of International and Cross-Strait Education (International Student Clearance Form)</p> <p><input type="checkbox"/> Completion of Graduate Destination Survey</p> <p><u>Information Submission</u></p> <p><input type="checkbox"/> Personal Information Form</p>	<p><input type="checkbox"/> Thesis/Dissertation (1 hardcover)</p> <p><input type="checkbox"/> Ensure you return the borrowed books or settle any debts.</p>	<p><input type="checkbox"/> Thesis/Dissertation (1 papercover)</p> <p><input type="checkbox"/> Bring your student ID card.</p> <p><input type="checkbox"/> Graduate Clearance Form for Postgraduate</p> <p><input type="checkbox"/> International Student Clearance Form (excluding Overseas Compatriot Student)</p>	<p><input type="checkbox"/> Activate alumni card access using your student ID card (those who have lost their student ID card should follow the alumni procedure after graduation).</p> <p><input type="checkbox"/> Receive the diploma folder.</p>
Time	To be completed before receiving the diploma		Date of issuance	By announcement time

※Recognition of Graduate Graduation

- I. Before 100 academic years, apart from those who have failed in their academic achievements, or substandard SCI/EI/SSCI, or who are taking educational courses, the academic status will be regarded as a graduate when they have completed the degree examination results and turned in the Degree Approval to the Curriculum & Registration Division. Graduates shall go through the procedures for leaving school in accordance with the provisions of the school, and those who fail to comply with the provisions shall not receive their diplomas or be used as reasons for delaying graduation.
- II. 100 academic years and above, apart from those who have failed in their academic achievements and who are taking their educational courses, the academic status will be

regarded as graduate when they have completed the degree examination results, the Degree Approval, and the completion of the school leaving procedures to obtain their diplomas at the Office of Academic Affairs. Postgraduate students who pass the degree examination have to register in the next semester if they fail to complete the school leaving procedures before the next semester's supplementary registration.

V. Other notes

The cashier service desk on the 2nd floor of the library is available during library hours.

Usual time : From Mon. to Fri. 8:30AM~12:00PM ; 1:30PM~5:00PM

Winter time : From Mon. to Fri. 9:00AM~12:00PM ; 1:30PM~4:30PM