國立臺灣師範大學證明文件申辦委託書

National Taiwan Normal University Power of Attorney Release Form

※親自申請者免填委託書, 請出示身分證明文件, 俾便核驗。
This form is not necessary when applying personally. Please present a form of ID and supporting documents to facilitate the verification process.

學生 _____ 學號 _____係_____學系(所)

□學士班 □碩士班□碩士在職專班□博士班 學生, 因_____無法親自到校辦理_____申請事宜, 特委託_____先生/小姐代為辦理並領取文件正本。

此致
國立臺灣師範大學教務處

To whom it may concern,

To Office of Academic Affairs, National Taiwan Normal University,

I, _____, Student ID No._____, is an enrolled student in the □Undergraduate □Master's □Continuing Education/ In-service Master's Program □PhD program of the Department/Graduate Institute of _____. As I am unable to come in person to NTNU to handle matters regarding _____, I hereby authorize Mr./Ms._____ to serve as my true and lawful agent, to act on my behalf and receive documents in my name.

委 託 人 Principal: (委託人親簽Principal Signature)

聯絡電話 Phone Number:

身分證統一編號 ID Number:

受委託人 Agent: (受委託人親簽Agent Signature)

聯絡電話 Phone Number:

身分證統一編號 ID Number:

※請攜帶身分證件以便查驗 **For verification purposes, please bring an identification document with you.**

日期Date(年/月/日 yyyy/mm/dd):_____

111.01
保存年限Retention Period: 2 years