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| Tamkang University Student Appeal Form |
| Dept | Name | Student Number  | Phone | Address |
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| Your Signature |  | Personal Declaration | □I understand and agree (Personal information submitted in this document will be utilized by the Office of Student Affairs and Guidance Section. An Official Announcement of the case can be found on the Guidance Section website. |
| SubmitDate | DD/MM/YY |
| Initial Objective |  |
| Actual Occurrence |  |
| Reason for Appeal |  |
| Desired Assistance |  |
| Verifying Documents and Evidence |  |
| Description | 1. Appealing students must first correctly fill out and sign this appeal form. Then send the appeal to Executive Secretary of the Appellate Review Committee. ( Han-Hsiung Wen ext. 2217, email: v840616@mail.tku.edu.tw) The matter will be handled by the executive secretary, guidance counselor, chairman of the department and the college dean.2. This appeal form is first screened by computer software. DO NOT leave any of the areas blank. Please draw a line through the section if you do not wish to answer. 3. Please title any additional information attached to this document with a description, such as evidence and other needed documents or certificates. 4. This document expires after 10 years. |