**成绩单/在读证明申请表**

**APPLICATION FORM FOR TRANSCRIPT/ STUDY CERTIFICATE**

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| --- | --- | --- | --- |
| 姓名Name |  | 学号Student ID |  |
| 专业Major |  | 护照号Passport No. |  |
| 申请项目Applying for  | TRANSCRIPT/STUDY CERTIFICATE |
| 申请目的Purpose | 学生签字Signature：时间Date:  |
| 欠学分数 Credits to be obtained | 教务老师签字： 时间： |
| 学费缴纳确认tuition payment (Bachelor Only) | 缴清/欠费总额：Clear/ Default Sum:辅导员签字Counselor:时间Date: |
| 综合审核意见Conclusion |  审核签字Signature： 时间Date: |
| 备注Notes |  |