**National Taiwan University of Science and Technology Graduate Institute of Digital Learning and Education**

**Student Deregistration Checklist**

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| --- | --- | --- | --- |
| Name |  | Student ID |  |
| Date of Enrolment |  |
| Corresponding Address |  |
| Corresponding Phone Number |  |
| Corresponding Email |  |
| The following procedures are required prior to receiving the institute’s signature on the deregistration form: |
| Procedures | Check and Sign |
| 1. Submitted two paperback copies of theses (double-sided)
 |  |
| 1. Returned all borrowed items (Computers, accessories, books, etc.)
 |  |
| 1. Cleared research room seat and removed items in the cabinet and public area
 |  |
| 1. Returned office key
 |  |

Acknowledgement by the Institute Office