**Shanghai Jiao Tong University**

**Application Form for Quitting School**

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| --- | --- | --- | --- | --- | --- | --- |
| Name |  | | | Student ID | |  |
| Gender |  | | | Class ID | |  |
| Schools/ Departments |  | | | Major | |  |
| Home Address |  | | | Postcode | |  |
| Home Phone |  | | | Mobile | |  |
| Dormitory |  | | | E-mail | |  |
| Application Statement:  Applicant Signature: Date: | | | | | | |
| Advice of Health Division (Please fill the blank if you quit because of health issues):    Signature of Physician: (seal) Date: | | | | | | |
| Advice of Supervisor:  Signature: Date: | | | | | | |
| Advice of School/Department:  (□Agree □Disagree)  Signature of School/Department Dean:  (□Agree □Disagree)  Signature of School/Department leader in charge of student affairs:  (School/Department Seal) Date: | | | | | | |
| Advice of Student Affairs Office:  Signature (Seal):  Date: | | | | Advice of International Student Center:  Signature (Seal):  Date: | | |
| Advice of the Graduate School:  Signature: (Seal) Date: | | | | | | |
| On / / (date), the University Degree Committee approved the application of the student to quit school.  Signature: (Seal) | | | | | | |
| Code of Certificate of Incompletion | |  | Code of Certificate of Leaving | |  | Leaving School on / / |

Note:

1. The form should be in duplicate copies, one for the Graduate School for Archive, the other for the Personnel Department.
2. Address of Student Affairs Office: 204, New Administrative Building B; International Student Center: B807, New Administrative Building; Academic Affairs Office of the Graduate School: 327, Chen Rui Qiu Building.
3. Please print in double-side.