

銘傳大學學務處請假申請核准單 批號(No.)_____

MCU Student Affairs Division Leave Application

原班級代號：_____ 學號：_____

(Class No.) (Student I.D.)

學生姓名：_____ 請假別：_____

(Name) (Type of Leave)

請假期間：自__月__日__節起至__月__日__節

(Leave from) (mo) (day) (period to) (mo) (day) (period)

上網請假序號 On-line Leave Application Serial No.	日期 Date	節次 Class Period	批 示 Approval
請假事由 Reason for Leave			轉簽意見 Comments
簽章：(家長、教官、導師、系主任其中任一即可) Signature: (A signature is required from one of the following: parent, class advisor, military training office or department director.)			

聯絡電話：_____

(Contact Phone No. .)