TKU Graduation Procedure

According to Article 50 of the TKU Study Regulations:

After reviewing and verifying that students' grades do in fact meet the graduation criteria, and after students complete the process of deregistration, TKU will award students their graduation certificates and confer students from each department with the corresponding bachelor, master, and PhD degrees.

【Opening Period for Inquiry in the 2nd Semester of the 2024 Academic Year】

From 11:00 AM on June 2 to 11:00 AM on October 31, 2025.

Graduation Procedure Inquiry System: http://sinfo.ais.tku.edu.tw/tkuGrd/

(TKU homepage(Chinese version)→Student(學生)→Academic Information (教務資訊)→Student Status(學籍)→Graduation Procedure Inquiry System(畢業生離校手續查詢平台)

Instruction：

1. **For Unreturned Books and Other Library Matters:**

   Please contact the Chueh Sheng Memorial Library.

2. **For Unpaid Tuition and Fees：**

   Please contact the Office of Finance.

3. **"Graduate Survey Questionnaire"（Republic of China Nationality Only）：**

   Please contact the Counseling, Career Development and Learning Center.

   Website：https://sso.tku.edu.tw/gsurvey/limesurvey/MakeSurvey.php

4. **Graduate Students：**
   (1) Submit two copies of the printed thesis to the Chueh Sheng Memorial Library.
   (2) Submit one copy of the printed thesis approved by the library and one copy of the 'Thesis Similarity Reports' to the Office of Academic Affairs, Center for Registration-Curriculum Development (Administration Building Room A212).

5. **Overseas Chinese Students, Mainland Chinese Students, and International Students:**
   Please contact the International and Mainland Student Guidance Section before collection.

6. **Education Credit Program Students:**
   After completing the Education Program credits, students must complete departure procedures at the Center for Teacher Education. Completion certificates will be issued and sent to the Center for Registration-Curriculum Development (Academic Record). The diploma can be collected three working days after the certificates are sent.

※**Those whose results show 'Incomplete' need to print the 'Graduation Procedure List 'and have all relevant units stamp it.**
※**Date of Collection:**
   Please refer to the "Notice for Graduates Regarding the Collection of Diploma" for details.