

吳鳳科技大學學生校外實習中止及轉介實習申請書 Application for Termination and Transfer of Off-Campus Internship for WuFeng University Students

申請日期：____年____月____日 編號：_____

Application Date: ____Year ____month ____day serial number: _____

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|--|---|------------------|--|------------------------|--|
| 申請項目 Application Project | <input type="checkbox"/> 中止實習 Termination of internship <input type="checkbox"/> 中止後轉介其他機構實習 Referral to other institutions for internship after termination | | | | |
| 申請人資料 Applicant Information | | | | | |
| 系名稱 Department | | 班級 class | | 性別 gender | <input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female |
| 姓名 Name | | 學號 Student ID | | 聯絡電話 Contact Number | |
| Termination of internship | | | | | |
| 中止實習 機構名稱 Termination of internship Institution Name | | | | | |
| 原訂實習期間 Original internship period | 自____年____月____日 ~ ____年____月____日止。計____天 From __ year __ month __ day to __ year __ month __ day. _____days | | | | |
| 實習狀況 Internship status | <input type="checkbox"/> (尚)未前往報到。Have not yet reported for work <input type="checkbox"/> 報到後並未前往實習。 After reporting for work, have not yet started the internship. <input type="checkbox"/> 已報到開始實習。擬中止日期：____年____月____日，共計實習____天。 Reported and started internship. Proposed termination date: __ year __ month __ day , Total internship days _____ | | | | |
| 中止實習原因/問題(請詳述) Reasons/problems for terminating internship (please explain in details) | | | | | |

| | |
|--|---|
| 申請人簽章 Applicant's signature | |
| 實習機構輔導老師 Internship institution tutor | <input type="checkbox"/> 同意 Agree <input type="checkbox"/> 不同意 Disagree <div style="text-align: right;">簽章 signature : _____</div> |
| 學校實習輔導老師 School Internship Counselor | 1. <input type="checkbox"/> 同意 Agree <input type="checkbox"/> 不同意 Disagree 2. 意見說明 Comments : 3. 後續輔導措施 Follow-up counseling measures : <input type="checkbox"/> 中止實習，輔導返校上課 Suspend internship and return to school for tutoring <input type="checkbox"/> 轉介其他機構繼續實習 Referral to other institutions for further internship <div style="text-align: right;">簽章 signature : _____</div> |

備註 Note :

- 本表由實習學生提出申請，經由實習機構輔導老師及學校實習輔導老師核章後，由學生實習輔導老師向學校提出學生實習異動申請，實習輔導老師應將輔導學生辦理中止或轉介之輔導紀錄妥善填報。
This form is to be submitted by the internship student. After being signed and stamped by the internship supervisor at the internship organization and the internship supervisor at the school, the school internship supervisor will submit the student's internship change application to the school. The internship supervisor must properly fill out the counseling record for students who terminate or transfer their internship.
- 申請轉換實習單位或中止實習課程所造成的任何權益損失問題（例如：延畢、二一等），概由實習學生全權負責。
Any loss of rights or interests caused by the application to change the internship organization or terminate the internship course (e.g., delayed graduation, academic probation, etc.) shall be the full responsibility of the internship student.
- 本表簽署完成後，正本由系所留存，影本由學生、實習單位各執一份。
After this form is completed and signed, the original copy shall be kept by the department, and copies shall be retained by both the student and the internship organization.
- 您所提供的個人資料，本校僅作為業務執行所需之資料用途，不會將您的個人資料提供予第三人或作其他目的之利用。請詳閱本校個資告知聲明書：<http://isms.wfu.edu.tw/node/123>
The personal information you provide will only be used by the university for the purposes necessary to carry out its functions and will not be provided to third parties or used for any other purposes. Please carefully read the university's Personal Data Notification Statement: <http://isms.wfu.edu.tw/node/123>