

NYCU is now open for alumni who possess diploma without the school badge to apply for a new version with the school badge. Those interested in applying for replacement should first visit [NYCU Academic Document Application System](#) to complete the application form for academic records and documents. You have the option to collect the certificate at NYCU (no application fee) or choose mailing (postage at your own expense). For detailed procedures, please refer to the instructions below.

1. Replacement Eligibility: Graduates with graduation dates on their diploma from February 2021 to May 2023.

2. Replacement Methods and Fees:

(1) Pick up by yourself

Step 1. Visit [NYCU Academic Document Application System](#) and log in using your ID NO. or ARC NO. and Birthdate.

NYCU Academic Document Application System

Declaration

※ In order to protect the security of the applicant's personal information on the internet, this system are protected by SSL 128bit encryption

※ If you login this system and apply any document without authorized by the applicant in person, you must be liable to related legal obligation.

Login

Language : 中文版 English



功能 : Document Application Follow-up

Step 2. Select “Certificate” as the Applying Categories, and select “Chinese/English Diploma renewal (The version without school badge must be returned)” from the drop-down menu under “Request Types”.

Request Types

When all option below are completed, click add.
If you would like to choose more than one kind of the document, please continue to select all item and click add again.

Name :

Applying Categories : Academic Document Certificate

Status you plan to apply for : 護理博()

Request Types : Please choose Request Types
Please choose Request Types
Chinese diploma (only for the original one has been lost or damaged)
English diploma (for first apply or for the original one has been lost or damaged only)
Chinese diploma renewal(The version without school badge must be returned)
English diploma renewal(The version without school badge must be returned)

Remark :

Add

Step 3. To verify your identity, please follow the instructions to upload your identification documents. To apply for an English diploma renewal, please follow instructions to upload an electronic copy of your passport. If you do not have a passport, please upload an electronic copy of your household registration transcript in English or English diploma issued by our school.

Step 4. Fill in the contact information as instructed after selecting your option from “Request Types”.

Step 5. Choose “Pick up by yourself” as the pick-up method. (*Please note that those who were originally enrolled in the Department of Chiao Tung University should choose the Chiaotung campus to pick up the items; and those who were originally enrolled in the Department of Yang Ming University should choose the Yangming Campus to pick up the items. Pick-up is not available at other campus. If you are unable to pick up at school, we recommend choosing mailing.)

Step 6. Upon receiving the notification of a completed application, please bring the old version certificate without the school badge to pick up the new version at school.

(2) Mail Application (Postage at Your Own Expense)

Step 1. Visit [NYCU Academic Document Application System](#) and log in using your ID NO. or ARC NO. and Birthdate.

NYCU Academic Document Application System

Declaration

※In order to protect the security of the applicant's personal information on the internet, this system are protected by SSL 128bit encryption
※If you login this system and apply any document without authorized by the applicant in person, you must be liable to related legal obligation.

Login

Language : [中文版](#) [English](#)



功能 : Document Application Follow-up

Step 2. Select “Certificate” as the Applying Categories, and select “Chinese/English Diploma renewal (The version without school badge must be returned)” from the drop-down menu under “Request Types.” Also, download the [Diploma Renewal Postal Mail Authorization](#), sign it, and send it together with the diploma by mail.

Request Types

When all option below are completed, click add.
If you would like to choose more than one kind of the document, please continue to select all item and click add again.

Name :

Applying Categories : Academic Document Certificate

Status you plan to apply 護理博()

for :

Request Types :

Remark :

Step 3. To verify your identity, please follow the instructions to upload your identification documents. To apply for an English diploma renewal, please follow instructions to upload an electronic copy of your passport. If you do not have a passport, please upload an electronic copy of your household registration transcript in English or English diploma issued by our school.

Step 4. Fill in the contact information as instructed after selecting your option from “Request Types”.

Step 5. For the collection method, please choose “Domestic mail”. In the drop-down menu, you can select from “Registered mail” , “Prompt registered mail” , or “Domestic express mail” and provide a complete mailing address. If you intend to send it internationally, select “International mail” and choose either “Registered airmail” or “EMS” .

Step 6. Please confirm the documents and application fees, then proceed with payment according to the instructions. Payment options include “Credit Card” , “ATM Transfer” , or “China UnionPay.” (For those choosing ATM transfer, please note that it may take about 2 hours for the system to synchronize, so the payment status will not be updated immediately.)

Step 7. Please fill out the Diploma Renewal Postal Mail Authorization and send it together with the old certificate version via registered mail to the Division of Registrar of NYCU. (Chiaotung Campus: Division of Registrar 2, Science Building 1, No. 1001, Daxue Rd., East Dist., Hsinchu City; Yangming Campus: Division of Registrar 1, Administration Building, No. 155, Sec. 2, Linong St., Beitou Dist., Taipei City)

Step 8. The Division of Registrar will proceed with the production of the new certificate upon confirming the receipt of the old certificate. Once the new certificate is sent, a notification letter with the mailing reference number will be sent for you to track the delivery progress.