推薦人名片上傳

(系所簡章分則自訂選必繳)

開始

檢視報考人基本資料表(A)

推薦人決定是否填寫推薦信

結束

填寫推薦函表(B)內容

上傳推薦函PDF檔

是

否

國立清華大學113學年度碩士在職專班推薦書

(線上審查之系所，其推薦書請於線上系統完成，無須使用本表格)

**(Ａ) 申請人基本資料(由申請人填寫) Applicant Information：**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 姓名Name |  | | 報名系所組別 Department to Apply | | | |  | | |
| 性別Gender |  | | 出生年月日  Date of Birth | | | | 年Y 月M 日D | | |
| 電子郵件地址E-mail |  | | 手機Cell Phone | | | |  | | |
| 學經歷 Education and Experience | 大學Undergraduate | | | |  | | | | |
| 高考Civil Service Exam and type | | | |  | | | | |
| 在職期間Term of Service | | | |  | | | | |
| 推薦人**Recommender** | 姓名  Name |  | | 服務機關  Company | |  | | 職稱  Job Title |  |
| E-mail |  | | | | | | 聯絡電話  Phone |  |

**(B) 推薦人資料意見(由推薦人填寫) Recommender’s Profile and Comment：**

說明：本推薦書之目的在協助本校碩士在職專班招生及口試委員會瞭解申請人過去求學、研究或工作之狀況，以作為申請人是否能夠入學的參考，您的寶貴意見及充分合作甚為感激，此項資料將列為機密，不對外公開。

The purpose of this reference is to help our interview committee better understand the applicant’s academic potential, research interests, and work ethic to better evaluate the candidate for admission. We deeply appreciate your time and cooperation. All information will be kept confidential.

1. 您與申請人之關係 How do you know the student? (可複選)：

□大學部課程教授Undergraduate Professor，

□工作單位主管Supervisor/Employer，

□其他Other 。

2. 認識申請人之時間共How long have you known the applicant?： 年years。

3. 您認為申請人在學、在職期間的工作態度為何？（可複選）What is the applicant’s attitude at school (work)?(May select more than 1)

□自動自發Self-motivated，□嚴謹小心Cautious，□被動Passive，□馬馬虎虎Careless，□惡劣Poor。

若方便的話，請舉例說明Please specify some examples if applicable：

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. 申請人如具有其他重要優點及特殊表現值得您一提，請說明：(建議先編輯完成再附貼於網頁中。)

Any point of excellence or special achievements of the applicant that you would like to comment on? Please briefly describe: (It is suggested to finish editing and then paste on the web.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. 申請人如具有嚴重缺點值得您一提，請說明：(建議先編輯完成再附貼於網頁中。)

Any limitations of the applicant you would like to comment on? Please briefly describe: (It is suggested to finish editing and then paste on the web.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. 您願意推薦申請人來念碩士在職專班嗎What is your recommendation for admission to graduate study？

□極力推薦Highly Recommend，

□推薦Recommend，

□勉強推薦Recommend with Reservation，

□不推薦Do Not Recommend。

7. 其他補充說明：(建議先編輯完成再附貼於網頁中。)

Additional Information: (It is suggested to finish editing and then paste on the web.)

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