

明志科技大學 專業研究實習 全勤證明

實習期間	西元 年 月 日 至 西元 年 月 日				
實習單位					
系所/專班/學程					
班級	☐ 甲 ☐ 乙 ☐ 丙	學號		姓名	

覆核情形(由明志科技大學填寫)	
茲證明學生_____在本校實習期間全勤，出勤狀況良好，特此證明。	
部門 戳章	西元 年 月 日

說明：

- 一、 全勤的同學填妥本表後，請於實習結束日當天將全勤證明交回研究發展處實習就業輔導組彙整，送交學生事務處生活輔導組登記，以保留「全勤」的記錄，**逾時恕不受理**。
- 二、 「全勤」應無遲到、早退等現象，公假、技能檢定或代表學校參加活動之請假不影響全勤。
- 三、 逾期未送實習就業輔導組者視同有請假記錄，將失去在校期間全勤的權益，事後不得異議或更正。
- 四、 全勤證明係證明不提供獎狀與獎金，且須併同一大大二與大四期間皆全勤，畢業時會頒發全勤獎。

Certificate of Perfect Attendance for Project Research Internship

Internship period	YYYY _____ MM _____ DD _____ to YYYY _____ MM _____ DD _____				
Internship Department					
Department/ Specialized Program/Course					
Class		Student No.		Name	

Review Results (to be filled out by MCUT)	
This is to certify that student _____ maintained perfect attendance and good standing during their internship at this school.	
Department Stamp	Date: MM/ DD/ YYYY

Notes:

1. Students with perfect attendance must submit this completed form to the Division of Internship and Career Services (Office of Research and Development) on the final day of their internship for forwarding and registration with the Office of Student Affairs. **Late submissions will not be accepted.**
2. Perfect attendance requires zero instances of tardiness or early departures. Official leave, skill certification leave, and school-represented activities do not affect attendance status.
3. Late or unsubmitted forms will be treated as recorded leave, forfeiting eligibility for all-period perfect attendance with no exceptions.
4. This certificate serves as verification only (no cash prize or separate physical award). Graduation recognition requires consecutive perfect attendance across freshman, sophomore, and senior years.