

National Formosa University
Diploma Acquisition Process for 2nd semester, 2025 graduating students

Graduation Procedures		
Online System Opening Time	Procedure	Explanation
June 11th to September 5th, 2025	Check the graduation review status first Except for those that are "Exempt from Signature," all units should have the review remarks marked as "Passed" to have graduation qualification.	Log in through the following path: NFU homepage → user portal → enrolled students → personal information → eCare → graduation review inquiry. The URL is https://ecare.nfu.edu.tw/ .

※ Graduation procedures for all programs are conducted through online review. No paper copies of the graduation procedures are required.

Notes:

1. Graduating students must complete graduation procedures online. Due to differences in each unit's operational time, please check the review progress online at any time. If the review status remarks of any unit are marked as "Not Reviewed" or "Not Passed," students must contact the unit directly to complete the signature process. Since Friday is a flexible working day during the summer vacation, please try to handle the signature business on Monday through Thursday.
2. Library and Career Development Center reviews:
 - (1) Students should return all borrowed books or debts before checking the review status of the graduation procedure online. If there are any business-related issues, please contact the library (extension 5045).
 - (2) In response to the Ministry of Education's "Higher Education Graduate Flow Information Platform," students must fill out the "Graduating Students' Flow Survey Questionnaire." If there are any business-related issues, please contact the Career Development Center (extension 3082).

Online Inquiry of Grades and Pick-Up of Diplomas:

1. Students who have taken degree exams in the past (including this semester) and graduate students must have a grade record and obtain credits that meet the graduation qualifications (including the graduation threshold of English proficiency or certification required by each department). The URL for online inquiry is <https://ecare.nfu.edu.tw/> (the NFU homepage → user portal → enrolled students → personal information → eCare → grade inquiry).
2. Graduating students should check the online graduation review system first to confirm that all units have completed the graduation procedures without any "Not Reviewed" or "Not Passed" status, and that all course grades have been received. After the final review unit, "Teaching and Academic Affairs Division," has marked the review status as "Passed," students can pick up their diplomas according to the following announcement dates and times and location.

Batch	Graduating Student Category	Collection Date	Collection Time	Collection Location
1	Students who completed undergraduate or graduate courses	Starting from 23 June 2025	Starting from each batch, daily collection time is: 9:00 AM to 11:30 AM 2:00 PM to 4:30 PM (Except for weekends and holidays) ✳During the summer vacation, Friday is a flexible workday. To avoid waiting time, please collect the certificate as much as possible on Monday to Thursday.	1st Floor of Administration Building (Academic office, Teaching Affairs Division)
2	Students who completed lower-level undergraduate courses	Starting from 14 July 2025		
3	Students who completed summer courses in undergraduate programs	Starting from 2 September 2025		

Instructions for Collecting Graduation Certificates	Please prepare the following documents before collecting your graduation certificate. Incomplete information will not be accepted.
in-person collection	1. Stamp 2. Student ID Card (If you don't have one, please provide another photo ID for identification)
Authorized Collection	1. Letter of Authorization (downloadable from the NFU teaching affairs division website) 2. Student ID 3. Stamps from both you and your representative ※If you are unable to personally pick up the diploma, you must have your friend or other trusted person to pick it up for you.
<p>Extending Study Periods and Withdraw from School:</p> <ol style="list-style-type: none"> For students who have not completed the required credits and have not reached the maximum study period, regardless of whether the courses for make-up or retake are in the first or second semester, they must register for courses and complete registration and payment during the add/drop period of the Fall semester of 2023 academic year. After passing the degree examination, graduate students should complete the procedures for leaving school and collect their graduation certificate within the designated time, no later than the first day of the following semester (excluding the first day of the semester, please mind!). 	