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| EMB00000c503156 | **Official Agreement**  **for Enrollment and Academic Credits**  **(학력조회동의서)**  学历调查同意书 |

尊敬的校领导 :

此信为确认我曾参加过\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(中文校名)的课程所用。(中国境内学校毕业者必须填写学校中文名)

我已申请成为韩国檀国大学(竹田或天安) 2020学年的新生, 我在此同意檀国大学适当地对我的学校档案进行查证。

在此,我请求,在檀国大学为了查证我的入学情况和成绩联系母校时,请母校提供充分的援助。

To whom it may concern

This letter is to confirm that I attended ( School Name ) .

I have applied to **Dankook University** in (Jukjeon or Cheonan), South Korea for 2020 academic year and I agreed that **Dankook University** could rightfully make a request to you for my school records.

In this regard, I would like to ask you to provide full assistance to **Dankook University** when they contact you regarding verification of enrollment and transcript.

Name 姓名:

Date of Birth 出生日期: / / (day日/ month月/ year年)

Date of admission(or transfer) 入学(或转学)日期:

Date of graduation(or withdrawal) 毕业(或休学)日期:

School Address 学校地址:

Country 国家:

School Website学校官网:

Name and E-mail of Person in Charge 负责人姓名及E-mail地址: (Name 姓名)

(E-mail 电子邮箱)

Telephone Number 电话号码:

(cf. State + Province + Region + Telephone Number)（+86+区号+电话号码）

School Fax number 学校传真号码:

(cf. State + Province + Region + Fax Number)（+86+区号+传真号码）

Sincerely yours,

敬启

Signature 签名: Date 日期: