**National Sun Yat-sen University**

**Salary Income Certificate English Application Form**

Application Date: / / (DD/MM/YYYY)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Document to be Sealed | | **Salary/Income Certificate in English** | | Number of Documents | | Doc(s) |
|
| Seal Type | | ■School Seal | | ■President English Signature Seal | | |
| Document | | Salary/Income Certificate in English | | | | |
| Applicant | | Signature/Seal | President  (Authorized Representative) | |  | |
| Name & Title | |
| Contact Number | |  |
| Second Level Unit Supervisor | |  |
| First Level Unit Supervisor | |  |
| Remark | 1. After the approval of the supervisor of this unit, please inform the payroll & cashier section of the General Affairs Office.  2. The original sealed document should be kept by the sealing unit. | | | | | |

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| **Supplementary Information on Salary Income Certificate (please fill in English)** | | |
| Applicant Name |  | |
| ID or Resident Card Nº |  | |
| Registered Household Address |  | |
| Application Purpose |  | |
| Period of the Salary Income Certificate |  | |
| Remarks |  | |
| ★ Please indicate the salary/income type to be certified in the remarks section above (eg: 1. Base salary + Academic Compensation 2. Base salary + Academic Compensation + Hourly Fee + Year-end Bonus) | | |
| Payroll & Cashier Section：  I. Provide salary income information of the applicant.  2. Verify Supplementary information on the Income Certificate in English. | |  |