|  |  |  |  |
| --- | --- | --- | --- |
| 姓名Name |  | 学号Student ID |  |
| 性别Gender |  | 国籍Nationality |  |
| 院系School |  | 专业Major |  |
| 班级Class ID |  | 导师Supervisor |  |
| 学生类型Degree Program | 选择一项。 | 学习形式Study Mode | 选择一项。 |
| Email |  | 手机号Mobile |  |
| **申请理由陈述 Personal Statement**申请人签名Signature: 日期Date：  |
| **导师意见 Comment of Supervisor**导师签字Signature: 日期Date:  |
| **院系审核 School Review**○ 同意退学 Agree ○ 不同意退学 Disagree院系领导签字 Dean in charge of Graduate Education:院系学生工作负责人签字 （公章） 日期： |
| **学生处**（全日制国内生）**/留发**（国际生International Student Center for International Students）**意见**○ 同意退学 Agree ○ 不同意退学 Disagree签字Signature: 日期Date:  |
| **研究生院审核 Graduate School Review**○ 同意该生自Approve to withdraw from university since 起退学○ 不同意 Disapprove.签字 Signature: 日期Date: |
| 备注Note: |

**说明Note:** 1) 退学申请应通过数字交大在线提交，特殊情况下经研究生院同意可用此表线下处理。The request to withdraw from university should be made online via My SJTU. Under special circumstances one can use this form to submit the application upon the consent of the Graduate School. 2) 本表一式三份：一份由研究生院留存，一份由研究生院归入档案馆，一份由院系归入学生个人档案。Three copies should be made. 3) 申请时应附上必要证明材料。Necessary supporting documents shall be attached for the request.