



**Official Agreement
for Enrollment and Academic Credits**
학력조회동의서
学历调查同意书

To whom it may concern

尊敬的校领导

This letter is to confirm that I attended _____
(school name, 校名)

I have applied to **Dankook University** in (Jukjeon or Cheonan), Korea for 2022 academic year and I agreed that **Dankook University** could rightfully make a request to you for my school records.

我已申请成为韩国檀国大学(竹田或天安)2022年上学年的学生, 我在此同意檀国大学适当地对我的学校档案进行查证.

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.

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.

| | | |
|--|-----------------------------|--------------------------------|
| Applicant Name [申请人姓名] | | |
| Date of birth [出生日期] | | |
| School Name/Country [学校名] | School Name | Country |
| | | |
| Date of admission/graduation [入学(或转学)/毕业(或休学)] | Date of admission(transfer) | Date of graduation(withdrawal) |
| | | |
| School Address [学校地址] | | |
| School E-mail Address [学校E-mail地址] | | |
| School Telephone/Fax [学校电话/传真] | Telephone Number | Fax Number |
| | | |
| Person in Charge [学校负责人] | Name | E-mail Address |
| | | |

Sincerely yours,

敬后

Signature (签名) _____

Date (日期) _____