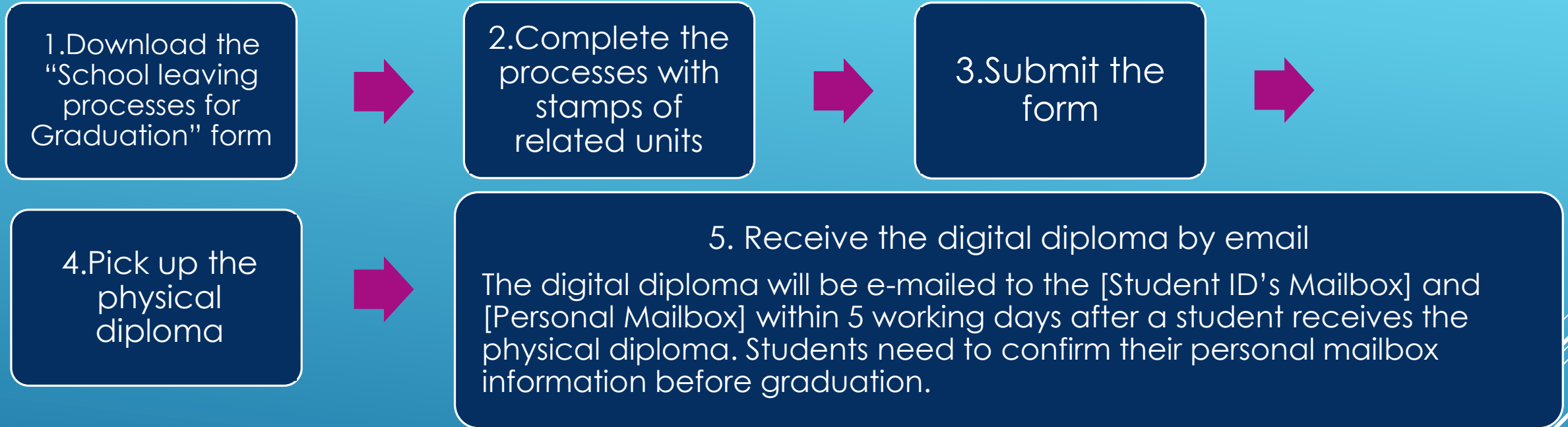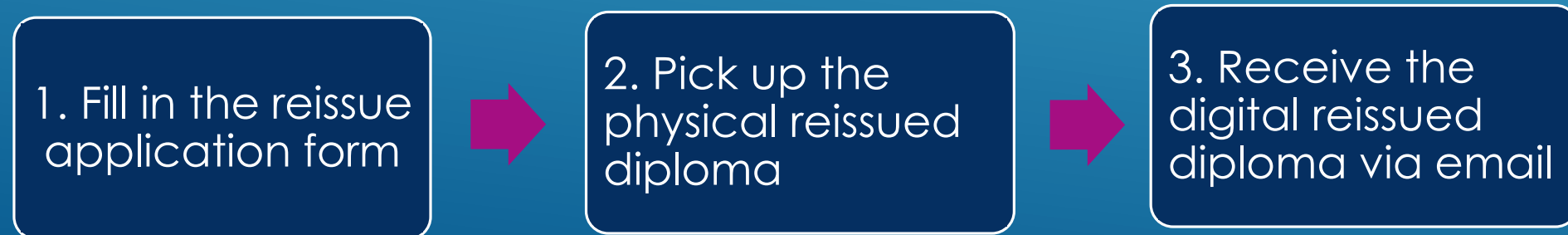# 國立臺灣科技大學
TAIWAN TECH

Instructions of receiving the Digital Diploma

2021/12/30

PROCEDURE FOR RECEIVING THE DIPLOMA
(ISSUANCE FROM 2021 FALL SEMESTER)
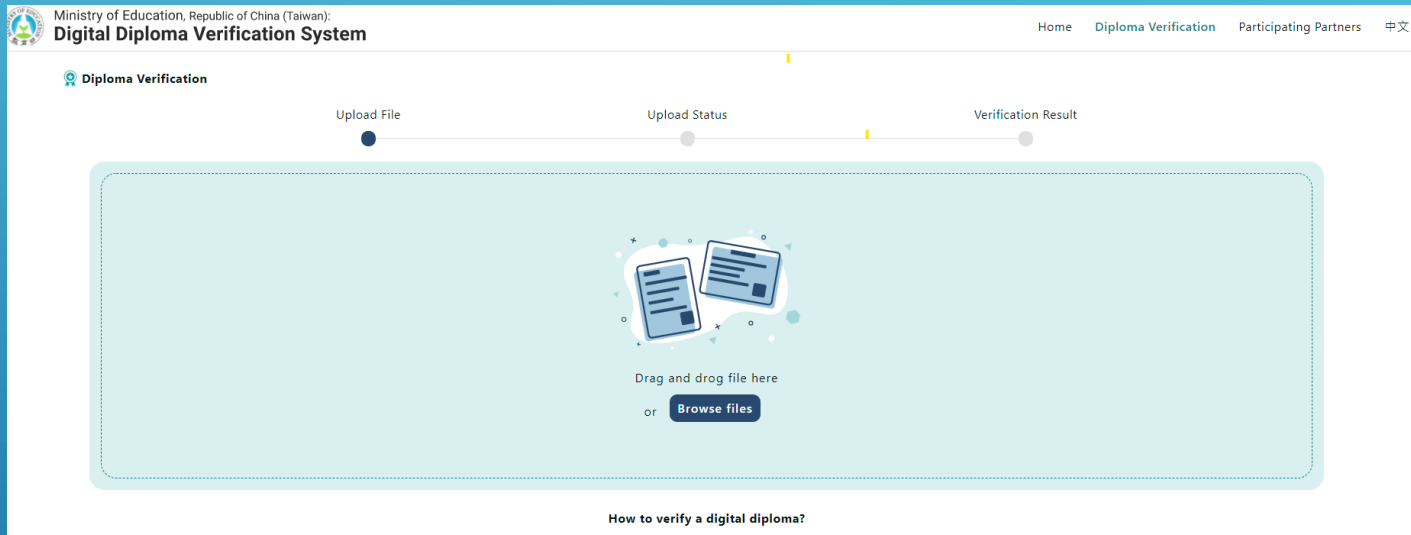
1.Download the "School leaving processes for Graduation" form → 2.Complete the processes with stamps of related units → 3.Submit the form →

4.Pick up the physical diploma →

5. Receive the digital diploma by email

The digital diploma will be e-mailed to the [Student ID's Mailbox] and [Personal Mailbox] within 5 working days after a student receives the physical diploma. Students need to confirm their personal mailbox information before graduation.

PROCEDURE FOR APPLICATION FOR REISSUING THE DIPLOMA
(ISSUANCE FROM JANUARY 1ST, 2022)

1. Fill in the reissue application form → 2. Pick up the physical reissued diploma → 3. Receive the digital reissued diploma via email

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DIGITAL DIPLOMA VERIFICATION PROCESS

E-mail your digital diploma to the unit that requires certificate verification (employer, school, etc.)

→

The unit verifies your digital diploma via The Digital Diploma Verification System of the Ministry of Education

→

The Ministry of Education verification platform will display the verification result in the system

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THE DIGITAL DIPLOMA VERIFICATION SYSTEM OF THE MINISTRY OF EDUCATION

Ministry of Education, Republic of China (Taiwan):
Digital Diploma Verification System

Home   **Diploma Verification**   Participating Partners   中文

Diploma Verification

Upload File   Upload Status   Verification Result

Drag and drog file here

or   **Browse files**

How to verify a digital diploma?

Digital Diploma Verification System website : dcert.moe.gov.tw

1. Upload Digital Diploma

2. Click 'Verify' to proceed verification

3. Check the verification result

✓ Verification Successful

This digital diploma has been certified by the Ministry of Education and universities.

✗ Verification Failed

This digital diploma has not been certified by universities and colleges.

⚠ Verification Warning

This digital diploma is not the latest version. Please contact the certificate provider or the issuing university/college.

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Q & A

1. What are the uses and benefits of the digital diploma ?

The digital diploma is an official legal electronic document equivalent to the paper version . It is complementary to the paper diploma and provides more convenient use. By assigning a digital fingerprint to each digital diploma, it is possible to quickly verify the authenticity of diploma through the verification website of the Ministry of Education.

2. How to get a digital diploma ?

The digital diploma will be sent to "Personal Mailbox" & "Student ID Mailbox". Students are allowed to modify their personal email only before their graduation.

If both mailboxes have not received the digital diploma within 5 working days after you receive the physical diploma, you need to contact Division of Registrar/Graduate Studies within 3 months after receiving the physical diploma.

3. How to save the digital diploma ?

When you receive the email from Taiwan Tech, right-click the attachment of the email to save the digital diploma. Do Not open the file and click on "save as" function; otherwise, it will lead to failure of the verification afterwards.

4. How to verify the digital diploma ?

The Digital Diploma Verification System of the Ministry of Education (dcert.moe.gov.tw) is the official website for verifying digital diploma. Students can upload the digital diploma to the verification website, or provide it to an external institutions (enterprise, school, etc.) for verification via the verification platform (dcert.moe.gov.tw). The verification results will be displayed on the website, including verification successful, verification warning, and verification failed.

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Q & A

5. If the verification result shows "verification failed", what should I do ?

Please download the digital diploma from the email again and verify it. Right-click the attachment of the email to save the digital diploma. Do Not open the file and click on "save as" function. If the verification shows failed again, please contact Division of Registrar/Graduate Studies.

6. Why does the digital diploma show "verification warning" ?

If one requests to re-issue the diploma, the original/previous digital diploma will be judged invalid. Please use the latest version of the certificate for verification.

7. What to do if I change my name, damage or lose the physical diploma ?

Please apply for reissuing of diploma at Division of Registrar/Graduate Studies. You will receive the physical and the digital diploma simultaneously.

8. If the information in the diploma is incorrect, how can I apply for correction ?

Please re-confirm the personal information (graduation major, double major and minor department, date of birth, name, and etc.) when applying for the school leaving processes. If a mistake of the personal information is discovered afterwards, please contact the Division of Registrar/Graduate Studies.

9. Any other questions ?

If you have further questions, please contact us at

Undergraduate Students - Division of the Registrar
(Telephone：886-2-27376114)

Graduate Students - Division of Graduate Studies
(Telephone：886-2-27376111)

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