National Taiwan University
Teaching portfolio (tPo)
The system uses the authorization application

◆ **Applicable object**： Authorize others to read the teacher personal tPo.

(Note: Authorized persons need to have a MyNTU account)

◆ **Apply for authorization step instructions**：

Step 1：Teacher login tPo, download 「The system uses the authorization application」, fill in.

Step 2：「The system uses the authorization application」 to the Office of Academic Affairs.

Step 3：After receiving the application, will contact the teacher, will be re-confirmed, confirmed correctly, then set the system authorization, and e-mail notification of the results of both sides.

Authorized teacher agrees to sign	A.D. _____ year _____ month _____day
Authorized teacher service unit	
Authorized teacher MyNTU account	
Authorized teacher contact telephone number	
Authorized teacher Email	
Authorize the use of the system period	Authorization start date：A.D. _____ year _____ month _____day Authorization end date：A.D. _____ year _____ month _____day
Licensee agrees to sign	A.D. _____ year _____ month _____day
Licensee Person Service Unit	
Licensee MyNTU account	
Licensee contact telephone number	
Licensee Email	

※After this application is completed, it must be sent to the Office of Academic Affairs for permission to use the Authorized System.

The office is responsible for the office	contact
Office of Academic Affairs, Computer Information Management Division	Chen, Mr Kai-Yuan 3366-2388＃613