# Digital Degree Certificate User Instructions

# **Application Procedure**





Enter NTHU Academic Information System and apply for digital certificate





Receive notification email and head to platform to login





Bind email then able to see your certificates

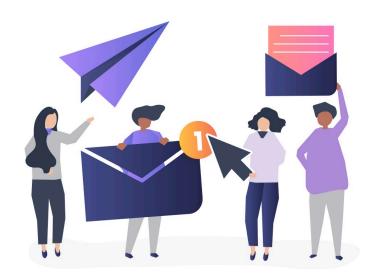
# **Apply For Certificates**



#### Attention!

- ✓ Please apply through Graduation Process
- √ Both Chinese/English version are available
- ✓ Please wait for 3 working days after application
- ✓ Certificates will be automatically sent to the email registered during application

### Receive Certificates



- ✓ You will receive a certificate notification email, head to the log-in page of Turing Certs platform.
- ✓ Log into the platform with either your phone number or email account.
- ✓ Bind your email to receive certificates.

## **Share Certificates**



- √ Adjust your certificate sharing setting
  - □Fully closed (Unable to view)
  - □Permanently Open (Able to view with link)
  - □ Open for 48 hours then close automatically
  - □Allow specified email account to view
- ✓ Download certificate pdf file with one click
- ✓ Able to add certificates to LinkedIn

## **Common Questions**

1. What should I do if I also receive certificates from other schools?

You can bind other email accounts on the platform. If that account has received other Turing Certs certificates, it will all be integrated here.

2. What should I do if I change my name?

Re-apply your digital certificate on NTHU Academic Information System, the certificates will be sent to the email account used for application.

## **Common Questions**

3. What should I do if my email is revoked?

Certificates received will be preserved. Re-apply with other email account is also optional.

4. I forgot the email account for applying certificates

You can login to the platform via Cellphone/Account, then you can view previously bound accounts.

#### Contact Us

#### Certificate Application

NTHU Division of Registration

**Service Contact:** 

(03)5712334

Service Email:

registra@my.nthu.edu.tw

#### Platform Issues

**Turing Certs** 

Service Email:

service@turingchain.tech



Receive your first digital certificate!