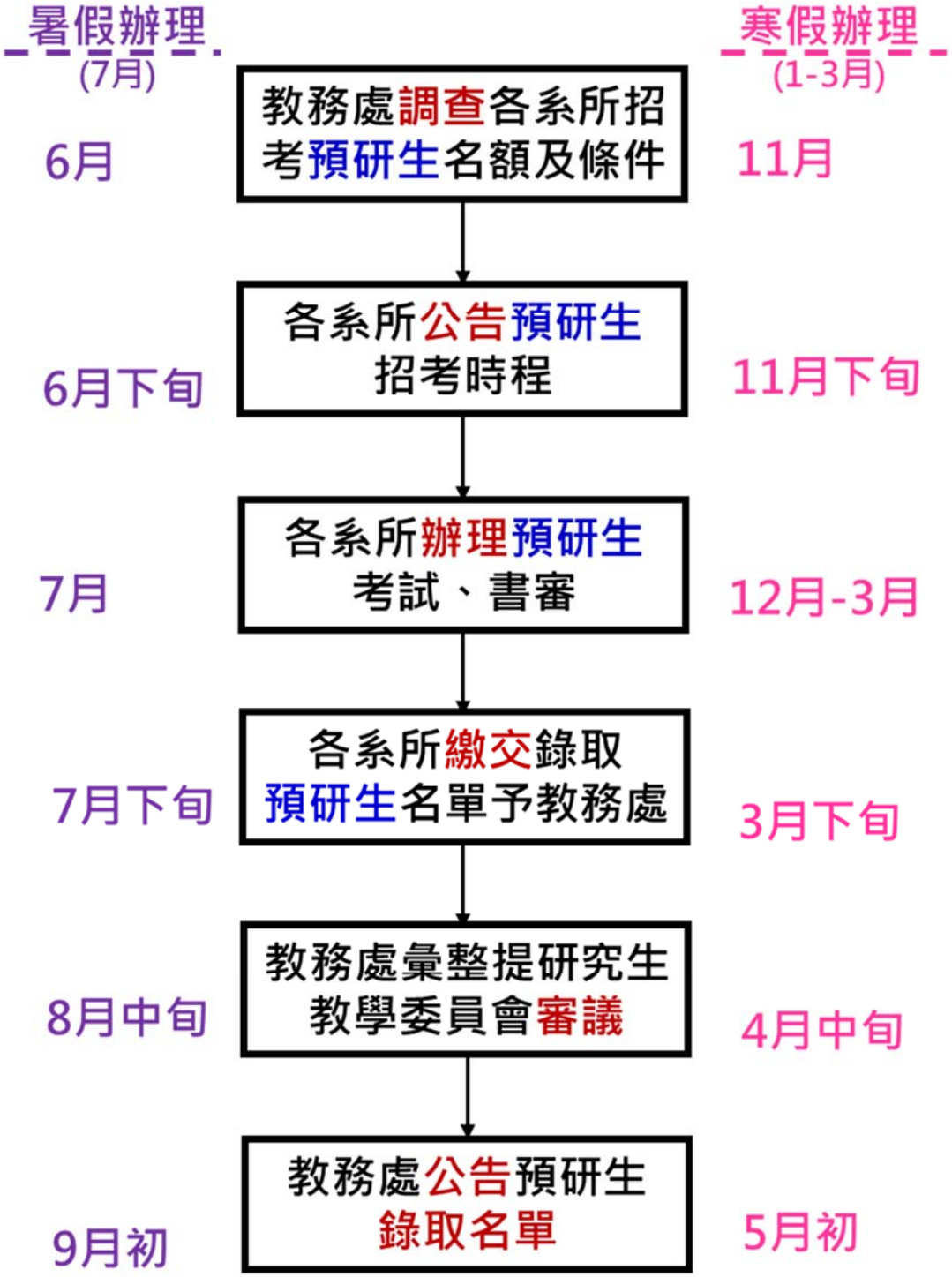預備研究生寒假及暑假辦理期程