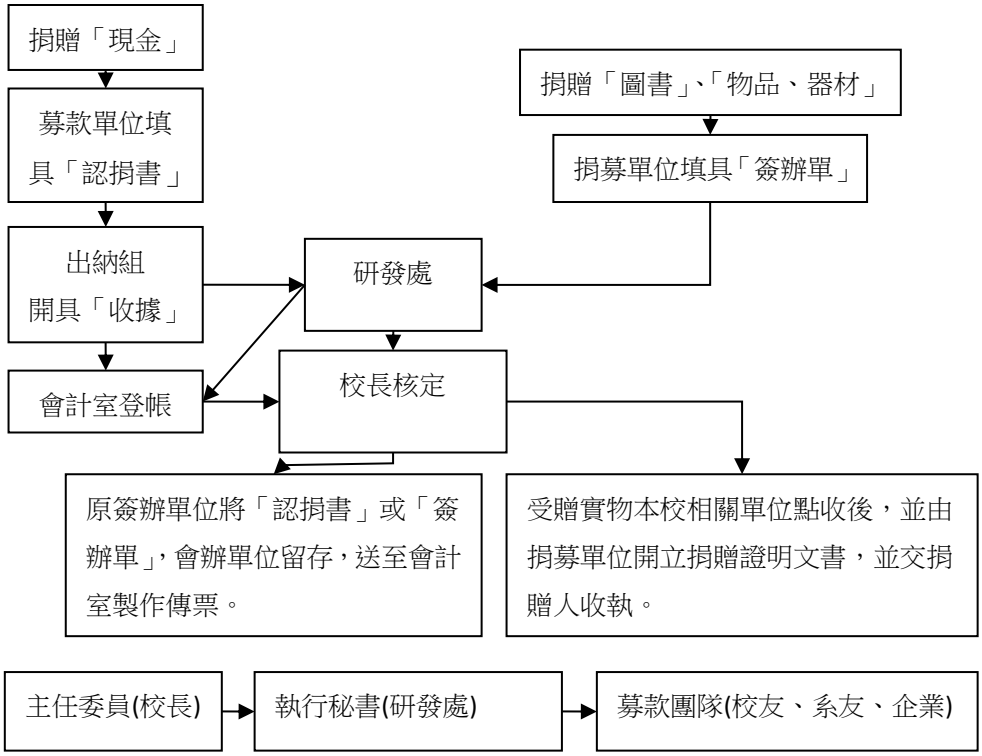大華科技大學募款處理流程