**國立暨南國際大學**

National Chi Nan University

**境外短期研修交換生─報到程序單**

Short-term Exchange Student ─ Table of Report for duty

* General Information：

|  |  |  |  |
| --- | --- | --- | --- |
| 姓名Full Name |  | 學號Student ID No. |  |
| 選讀系所Department of Exchange |  | 原就讀校Original University |  |
| 宿舍房號Dormitory Room No. |  | 國籍Nationality |  |
| 電郵地址E-mail Address |  | 手機號碼Mobile Phone No. |  |
| 研修時間\*Study Period | 1 Semester / 1 Year(circle it) | 入境日期Date of Arrival |  |
| 通訊軟體Facebook/ Line |  |

\*If your study period does not fit into the options upon, please fill in the date directly.

* Office Items：

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 項次Item | 承辦單位Administrative Section | 說明Instruction | 承辦單位簽章Registration Confirmation | 備註Remarks |
| 1 | 宿舍Dormitory | Check-in |  |  |
| 2 | 選讀系所Department of Exchange | 1. Enrolment assistance.
2. Course select assistance.
 |  |  |
| 3 | 出納組Cashier Section | **-Fee Category：**□ Fee of dormitory：NT$ 12,700□ Dormitory Deposit：NT$ 2,000□ Dorm Internet Facility：NT$ 300□ Insurance Fee：NT$3,000□ Computer Facility：NT$350Total: NT$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 4 | 國際及兩岸事務處Office of International and Cross-Strait Affairs | Enrolment：Copy of Passport & Visa |  |  |