**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$350  Total: NT$ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
| 4 | 國際及兩岸事務處  Office of International and Cross-Strait Affairs | Enrolment：Copy of Passport & Visa |  |  |