

National Tsing Hua University
2016 Fall Semester
New Undergraduate Student Registration Procedures

Registration Date : Wednesday, September 7, 2016

Student No		Name		Gender	
Department				Cell Phone	
Division in Charge	Procedure Items				Stamp
Division of Health Service	Student will get a health examination form directly in the Alumni Gymnasium. After the health examination, please submit the form to the Division of Health Service.				Place : Alumni Gymnasium
	Schedule	Department			
	08:00~09:00	IEEM 、 CHE 、 PME 、 MS 、 IPE			
	09:00~09:50	LS 、 LSIP 、 DMS 、 Exchange students			
	09:50~10:40	CS 、 EE 、 EECS			
	10:40~11:05	ESS 、 IPNS 、 BMES			
	11:05~11:30	CL 、 FL 、 HSS			
	11:30~12:00	MATH 、 PHYS 、 CHEM 、 SCI			
	13:00~14:00	ECON 、 QF 、 UPMT 、 IPTH			
		Student must provide a copy of "Form B HEALTH CERTIFICATE". All items on the report must be-passed.			
Go to the next procedure only when the above procedure is completed.					
Division of Registration	Before getting your student ID card, you MUST complete 2 steps. 1. Make sure you have submitted your notarized diploma and transcript to Division of International Students, Office of Global Affairs. 2. Submit your ARC and Passport Attachment Form and Registration Procedure Form.				Place : 1F, 109 Administration Building

※Notices:

International students should visit the following offices for the following things:

Division of International Students , Office of Global Affairs (R110, Administration Building)

The notarized diploma and transcript will be returned to you via your department in October.

Division of General Affairs, Office of Global Affairs (R111, Administration Building)

Alien Resident Certificate application information

Division of General Student Affairs (R313, Administration Building)

National Health Insurance (NHI) transfer procedure and application information

In case of any question, please feel free to contact us.

Contact No. 03-5162461 (affairs related to the diploma and transcript)

Contact No. 03-5162463 (affairs related to ARC)

Contact No. 03-5162430 (affairs related to National Health Insurance)