

National Tsing Hua University
2022 Spring Semester
New Undergraduate Student Registration Procedure

Registration Date : **Feb. 14, 2022**

It's just a sample form.
Please print out your individual form from [Academic Information System/New Student Enrollment/ Registration Procedure Form Download](#)

Student No.	Sample	Name	Sample	Cell Phone	Sample
Department	Sample				
Division in Charge	Procedure Items				Stamp
Division of Health Service	Students will get the New Students Health Examination Record on spot and it must be submitted after examination between 8:00 AM and 1:00 PM on <u>Feb. 14</u> , 2022.				Place : R101 1F, Mong Man Wai Building(Student Union)
Go to the next procedure only when the above procedure is completed.					
Division of Registration	Submit ARC and Passport Attachment Form and Registration Procedures form. Obtain your student ID card, if you have submitted all the required documents, and uploaded photo previously at NTHU Academic Information Systems.				Place : 1F, 109 Administration Building

※Notices:

- The notarized diploma and transcript will be returned to you via your department in March.
- International students should visit the following offices for the following things:
Division of General Affairs, Office of Global Affairs (On the periphery of Macronix Building)
 - ▶ Alien Resident Certificate application information Contact No. 03-5715131 ext.33429
 - ▶ National Health Insurance (NHI) transfer procedure and application information.
Contact No. 03-5162465