

National Tsing Hua University
Fall Semester of 2025
Registration Procedure Form for New Undergraduates

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

1. Health examination date: Please go to the Alumni Gymnasium to finish health examination at the following designated time on August 27, 2025.
2. Registration date: September 1, 2025

Student No.	Sample		Name	Sample		Gender	Sample	
Department	Sample				Cell Phone	Sample		
Division in Charge	Submit the finished Health Examination Form to the Division of Health Service.					Stamp		
	Date	Time	Department					
Division of Health Service	Aug. 27 th	08:00	IEEM, MS, IPE			Location : Alumni Gymnasium		
		08:45	PME, CHE					
		09:20	CS					
		09:45	EE, EECS					
		10:15	MATH, PHYS					
		10:40	CHEM, SCI					
		11:00	IPTH, IBP					
		11:10	ESS, IPNS, BMES					
		End of Entry at 11:30						
		Rest time during 12:00-13:00						
		13:00	ECON, QF, UPMT					
		13:35	LS, LMIP, DMS					
		14:00	CL, FL, HSS					
		14:35	JMU, JAD, JITA					
		15:05	KEL, KEE, KSPE					
15:30	KPC, KSS, KEC, KENI							
End of Entry at 16:00								

Go to the next procedure only when the above procedure is completed.

Division of Registration	<ol style="list-style-type: none"> 1. Please make sure that you have completed the new student online registration before August 7, so as not to affect the issuance of the student ID card. 2. Please merge the notarized diploma and transcripts as one pdf document and upload it to the system before August 7. Submit your original notarized diploma and transcripts to division of registration before registration day. For IBP students, please submit your original notarized diploma and transcripts to the IBP office (Education Building R227) before registration day. submit your original notarized diploma and transcripts 3. After completing the health examination, please keep your registration procedure form properly until you receive your student ID card. Whose registration process is completed, student ID will be distributed to the class representative according to registration office arrangement. Please contact the appointed person to collect your student ID card. Student who ask for late registration, please go to the Division of Registration office (Administration Building R109) to collect the card. 	
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※Notices:

- The notarized diploma and transcript will be returned to you via your department in Mid-September..