

National Tsing Hua University

Fall Semester of 2025

Registration Procedure Form for New Undergraduate

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