## **Fall 2025**

## **Exchange Students Handbook**



## WELCOME TO

# COLLEGE OF ELECTRICAL ENGINEERING AND COMPUTER SCIENCE (EECS)

NCKU

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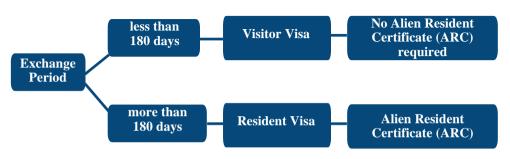


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Contact the <u>Taiwan diplomatic mission</u> in your country/region for the most up-to-date and accurate information regarding visa requirements. Visa regulations may vary depending on your nationality, so it is important to check the specific application process and documentation required for your location. To apply for a Visitor Visa, complete the application form for your specific country on the <u>Taiwan diplomatic mission website</u>. Be sure to start the process well in advance, as visa processing times can vary.

<u>For students who are Mainland Chinese nationals</u>, please skip this chapter and refer instead to the Entry Permit guideline sheet provided separately.



Apply for ARC within 30 days (starting from next day of arrival)

## **W** Visitor Visa

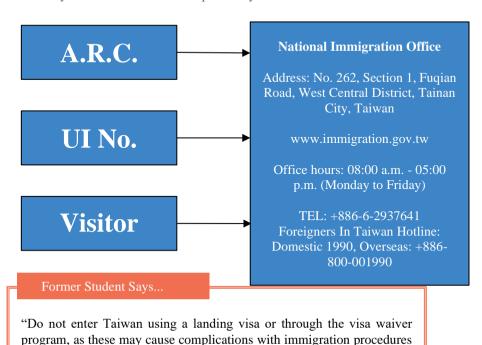
- 1. All students coming to NCKU for an exchange program must apply for a Visitor or Resident Visa through a Taiwan diplomatic mission.
- 2. Please check with the Taiwan diplomatic mission or visit the Bureau of Consular Affairs website for detailed visa information.
- 3. If the duration of stay on your visa does not cover your full exchange or visiting period, you will need to apply for a Visitor Visa Extension. Please note that overstaying your visa can result in fines. For extension details, consult the National Immigration Agency.

To apply for a Visitor Visa, you will need to prepare the following documents:

- A valid passport (must be valid for the entire duration of your exchange)
- Completed visa application form
- NCKU hardcopy acceptance letter (\*please contact the outbound coordinator at your home university to collect it)
- Proof of sufficient financial means

when you leave or re-enter the country."

• Any additional documents requested by the consular office



5



#### NTD\*/Semester (4 months)

| On-Campus Accommodation       | 12,840 - 16,590 |
|-------------------------------|-----------------|
| Textbook / Stationary         | 0 - 5,000       |
| Food                          | 30,000          |
| Public Transport              | 500             |
| Entertainment / Miscellaneous | 5,000           |
| Estimated Total               | NTD 57,090      |

\* 1 NTD ≈ 0.033 USD ≈ 0.029 EUR, Aug 2025

Airports may be the most convenient location to exchange foreign currencies into New Taiwan Dollars, as most banks only accept limited types of foreign currencies, which may include US dollars, Euro, Japanese Yen, Chinese Yuan, and HK dollars. Please check with the bank before heading over. Additionally, it's possible to withdraw money from ATMs at Convenience Stores for a transaction fee.

## Opening a Bank Account

Bring your passport and Alien Resident Certificate (ARC) to a local bank and fill out all necessary forms; you can ask the bank teller for help. Typically, to open a bank account, you have to deposit at least NTD 1,000. We strongly advise that you apply for a bank card, so you'll be able to withdraw money from ATMs at any time.

- 1. An ARC is required for all foreign students wishing to open a local bank account or post office account in Taiwan. \*This is a new policy entered into effect on 13 June 2025 for Taiwan Post Office.
- 2. Foreign students whose stay is less than six months are not eligible to apply for an ARC, and therefore cannot open a bank or post office account during their time in Taiwan.
- 3. If you are not considered a legal adult under the law in Taiwan, you will need a letter of consent from your guardian in Taiwan or from an embassy-approved overseas legal guardian. It is often easier to solicit parental or legal consent before you arrive.

## **ON Using Credit Cards/Bank Cards**

Before coming to Taiwan, consult the bank in your home country to see whether you can use your credit cards/bank cards to withdraw money in Taiwan and the transaction fees.





## **On-Campus Dorm**

For students wishing to stay in on-campus housing, there are three dormitories available:

- Ching-Yeh 3 (敬業三舍)
- Sheng-Li 6 (勝利六舍)
- Dong-Ning Dormitory (東寧宿舍) offering 3 different room types

These dorms are designated for graduate and exchange students. You can find room photos and fee information <u>here</u>.

To apply, log in to the <u>application portal</u> during the designated period and rank all the dorm options in your order of preference. For the application schedule and details, please refer to the <u>Housing Division's announcements</u>.

Application period: 10 am, July 01 - 10 am, July 31 (GMT+8)

The application for on-campus dorms is coordinated by one-stop entry - NCKU Housing Division. If you have any dorm-relevant questions, please contact directly the Housing Division manager, Ms. Lin at ysluc@mail.ncku.edu.tw

Dormitory check-in and check-out schedule for Fall semester 2025:

**Check-in**: Sept. 4, 5 and 8, 2025 onwards \*Working hours 9-12, 13-17 only

Check-out: before 12pm on Monday Jan. 12, 2026.

\*Weekend check-outs require prior approval by the dorm manager and are subject to extra charges. This policy differs from dorm to dorm. Consult your dorm manager for details before you book your return flight back home.

#### Former Student says...

"Once you arrive you will need to buy your mattress. There are some stores selling mattress around Campus or on the first floor of Prince House Dorm."

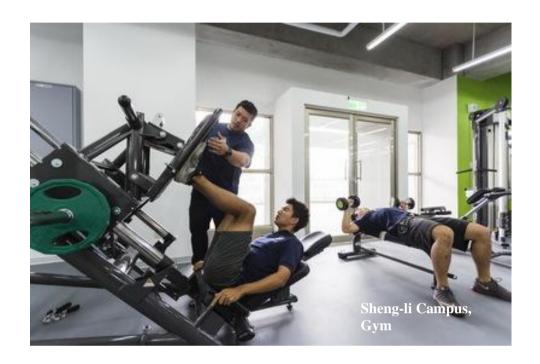
#### Remarks and Notes

- 1. Roommates will be randomly assigned.
- 2. NCKU cannot provide student housing for couples or families.

## Nent and Security Deposit Remarks and Notes

- 1. To complete the reservation of your dormitory room, you must complete the following two items:
  - (1) Pay the deposit, which is equivalent to two month's rent, and the first month's rent by the deadline specified in the Deposit Payment Notice sent by the dorm.
  - (2) Provide a copy of your payment receipt to the dormitory.
- 2. You can pay the rent <u>online</u>, or at the machines on the ground floor of the dormitory or around campus by selecting "Housing Division", or pay in person at any local bank in Taiwan.
- 3. The rent is charged once per semester, and once more for the in-between-semester stay, if needed.
- 4. If you have a local bank account, it's also possible to pay through ATM transferring.





## **OC** Check-in procedure

- 1. Pay the rent through the <u>online system</u> or in person at one of the NCKU machines under "Housing Division".
- 2. Take the receipt and bring it to your Dormitory Office upon your arrival.
- 3. The Dormitory Office will require you to fill out different forms related to your basic information, air conditioning and general well-keeping of the rooms.
- Once everything is filled out, you'll get your room key and you're able to enter your room.



## O Dormitory Policies

Below are some of the important dormitory policies. If there are any updated dorm regulations, please abide by the new regulations.

#### 01. Visitors

All visitors are obliged to register at the front desk. They must claim a badge and wait for the resident to be accompanied to the lobby. Visitors without registration are not permitted to enter or use the electronic key.

#### 02. Visiting Time

The visiting time for visitors is 08:00-24:00. Visitors are obliged to leave before 24:00. Visitors who stay overnight will not be tolerated. The resident will be reported to the counselor, and further action will be taken.

#### 03. Smoking

All residents should be aware that the dorms are non-smoking areas. Smoking is therefore prohibited.

#### 04. **Rent**

Residents are required to pay rent per Semester no later than the given deadline.

#### 05. Room Change Procedures

Residents can file one application each semester to change rooms. Please visit the dormitory's website for more detailed information.

#### 06. Laundry Room

Residents should remove their personal belongings immediately after using the washing machine or dryer. This is highly recommended, as we often see residents missing their belongings. The Dorms do not provide detergent, so residents are recommended to bring their own and not use others. Residents should also prepare their laundry baskets and must not take someone else's. The staff will recycle items that are not retrieved for a week.

#### 07. Clothes Hanging

Residents can hang their clothes on their balconies. The dorm does not provide hangers or other tools.

#### 08. Drinking water machine

All residents should maintain the water machine after use.

#### 09. Bicycle parking

The Dorms provide parking areas on the basement floors of all buildings as well as in front of the building for Bicycles. Bicycles parked outside the specified areas will be detained

#### 10. Security and Lock

All Dorms: The main doors are secured with an electronic lock. Residents should be reminded to use the electronic key, the resident's Student ID, and close the door shut afterward.

#### 11. Fire Regulations

Corridors and other public areas are not for personal use. According to the fire regulations, residents are not allowed to place any personal belongings in those areas in case of fire.

#### 12. Quiet hours

All residents should keep their voices low after 22:00 both in public areas and in their rooms, to avoid disturbing neighbors.

#### 13. Showering

When showering, please remember to close the shower door or open the window for ventilation, to avoid triggering the smoke detector and causing the fire alarm to sound



The following are some of the off-campus accommodation places that might be helpful to you. Please note that the University is not responsible for finding off-campus housing for students. We encourage you to be assisted by a local friend able to communicate in Chinese while searching for accommodation outside the NCKU campus.

#### M Prince Dorm

Prince Dorm is located next to NCKU Campus and Yule Street. Quiet environment and beautiful scenery where you can relax from the city bustle and hustle. BOT project between NCKU and Prince Housing & Development Corp has been providing affordable housing to students. They offer Single or Double Rooms.

- Approximate Price Range: NTD\$4,000 6,700/month
- Address: 116, Shengli Rd., East District, Tainan City
- Email: nckuservice@prince.com.tw
- For more information visit: https://nckudorm.prince.com.tw

#### To keep in mind...

The closer an apartment or room is to campus the higher the rent might be. So be careful when renting off-campus and check the contracts thoroughly.

## 591 Website

591 Housing is Taiwan's leading real estate platform offering comprehensive and up-to-date information on rental properties. This platform operates independently and has no affiliation with NCKU. Consequently, any transaction, procedures, or legal actions conducted through 591 Housing are done undertaken solely between the involved parties without the endorsement or support from NCKU.

Website: https://www.591.com.tw/

## Off-Campus Accommodation Service

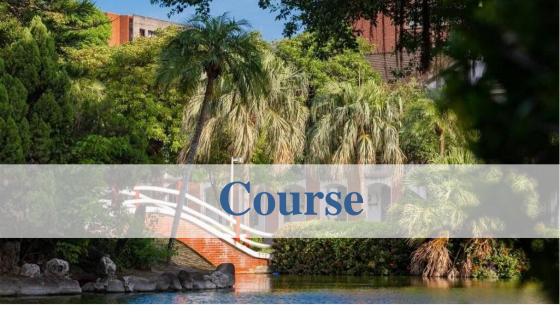
These platforms are hosted by the Military Training Division of NCKU and are independent of landlords publishing their renting announcements to students. To access it, use your NCKU Student ID and Password. Please be aware, these platforms aren't managed by the Office of International Affairs, so the office doesn't have autherization to contact any of the publishing people on these platforms. Additionally, most of the information is in Chinese.

- 1. 成功大學校外住宿服務網: http://dorm2.osa.ncku.edu.tw/
- 2. 雲端租屋生活網: https://house.nfu.edu.tw/

If you have any further questions, contact <a href="mailto:ncku.rent@gmail.com">ncku.rent@gmail.com</a>

## Off-Campus Accommodation Agency

Students seeking off-campus accommodations may consult independent housing options located near the university campus. These third-party resources are not affiliated with NCKU, and as such, the University is unable to provide direct consultation services, administrative support, or legal assistance related to external housing arrangements.



NCKU, located in the historic city of Tainan, is widely recognized for its academic excellence and leadership in research across a broad spectrum of disciplines. Consistently ranked among the top universities in Taiwan and Asia, NCKU offers a dynamic and internationalized learning environment, fostering innovation and interdisciplinary collaboration.

Review the NCKU Academic Calendar for your exchange semester.

Exchange students can take courses offered by departments/institutes outside of their majors. Course information and schedule can be found on the NCKU Course Information System. To search for a course, you need to first select the academic year. Note: 114-1 refers to Fall 2025 (the first semester of AY 2025/2026 from September 2025 to January 2026), and 114-2 means Spring 2026 (the second semester of AY 2025/2026 from February 2026).

to June 2026).

If courses are taught in Chinese, consult the instructors before enrolling. Course information for the new semester will be announced roughly a month before the start of the semester. Until then, refer to the previous semesters' schedules or consult department/college offices directly for assistance.





## ♥ Validate Your NCKU Student Account

Before the course selection, please access the <u>Campus website</u> to fill in all personal information required. This system closes once the semester starts, so remember to **finish** this before the start of the semester.

Username: Student ID

Preset password: Student ID

[Example]

Username: B12345678

Preset password: B12345678

Once you complete filling in your personal information, finish the account validation process by changing the password to your NCKU account. This is done at the <a href="Cheng-Kung">Cheng-Kung</a> Portal. For this Portal, the username is the Student's NCKU email address, which is composed of "Student ID" and "@ncku.edu.tw". The Student ID will be given to you via Email sent by EECS office.

Username: Student ID@ncku.edu.tw

Preset password: the last four digits of Student ID + "birth date" (mmdd, four digits)

[Example]

Username: B12345678@ncku.edu.tw

Preset password: 56780101

If you cannot log in to change your password or have any questions regarding the activation of your student account, please contact the <a href="Computer and Network Center (CNC)">Computer and Network Center (CNC)</a> directly.

#### To keep in mind...

This Student ID and Password combination will be used to enter any of the NCKU related system including the course enrollment system and Moodle.

## Chinese class for international students (CIDS)

Chinese for International Exchange students (CIDS Courses) are General Education Courses offered by the Office of International Affairs (OIA) and conducted by the Chinese Language Center (CLC) at NCKU. These courses are designed to help international students improve their Chinese language skills for more effective communication in both academic and daily life. For more information, check out the <u>CLC website</u>. For exchange students, the 2 hours per week CIDS courses are free-of-charge.

If you are a regular exchange student applying for CIDS Courses, please complete your application via the <a href="CLC application website">CLC application website</a>. If you are a Taiwan-Europe Connectivity Scholarship recipient, please use the registration link provided separately in the scholarship approval notice sent by NCKU OIA to register for the CIDS Course (registration deadline is different from regular registration). For any types of CIDS registration, your registration is only considered successful upon receiving the confirmation notice. If you do not receive any confirmation notice, please contact the <a href="CLC Office">CLC Office</a>.

#### **General Rules for Classes**

- Overlapping classes are not allowed. The course enrollment system will automatically block any schedule conflicts.
- For courses with prerequisites or outside your department, please contact the instructor by email or in person before attempting to enroll.
- Depending on the department you are enrolled in, you are required to take at least one or two courses from your department. Please read more about your specific <u>department requirements</u>.
- Attendance is mandatory for most classes and is often included as part of the final grade.
- Grading components may include: midterm(s), a final exam, a final project, quizzes, (weekly) homework, and presentations.
- If you encounter any issues during a course, you are encouraged to speak directly with the instructor or contact the corresponding department for support.

## Restrictions and Conditions on Course Selection

- 1. In general, exchange students are allowed to enroll in most courses available at NCKU, including courses from other departments, except for the restricted courses.
- 2. Please contact the <u>department's coordinator</u> for particular restrictions and requirements, and ask them for the specified information.
- 3. Most Departments display restrictions for courses in the course enrollment system.
- 4. All Coursera Courses and Exploring Tainan Courses are <u>not</u> available for exchange students.

## NCKII Credit Transfer

The Conversion rate from NCKU Credits to other Credit systems is as follows:

| 1 NCKU Credit(s) | * | 2 ECTS (European Credit Transfer and Accumulation System) |
|------------------|---|---|
| 1 NCKU Credit(s) | * | 4 CATS (Credit Accumulation and Transfer Scheme)          |
| 1 NCKU Credit(s) | ≈ | 1 Credit(s) in the United States,<br>Japan, and China     |

## © Enrollment Fee

Only for self-sponsoring Students: If you are covering your own tuition fees at NCKU, please note that payments can be made through the official university payment portal. Further information on payment options and amounts can be found in the <u>instructions for the payment portal</u> and the <u>payment portal</u>.

Username: Student ID

Password: Student-set password

[Example]

Username: B12345678

Password: Student-set password

#### To keep in mind ..

Please note: You are <u>not</u> allowed to enroll in courses with schedule conflicts or any courses labeled with the "COURSERA" tag.

## Mortant Dates of Course Selection





### Course Information for the Upcoming Semester

- You may find the course information on the NCKU Online Course Information in the <u>Course</u> <u>Enrollment System</u>. For more details regarding the courses you are interested in, please consult the department coordinators at NCKU or the course instructors before selecting the course.
- Please note that your student account might not be available yet during this period, so you cannot log in to plan your course schedule yet.
- 3. The whole process is thoroughly explained in the **Notice of Course Enrollment**.

#### 1st Course Enrollment Stage (July 14 - July 18)

The 1st Course enrollment Stage is set to prioritize students who belong to that department. Thus, it is highly recommended that you sign up for all the compulsory courses of your department during the 1st Course Enrollment Stage.

Please note that a large number of students will log in to the system simultaneously when the Course Enrollment System opens. To avoid congestion when accessing the Course Enrollment System, it is highly recommended to plan your course list beforehand (by clicking "Preliminary Schedule")





#### 2nd Course Enrollment Stage (Aug 20 - Aug 26)

Log in to the Online Selection System to check your course results after the 1st Course Enrollment Stage ends.

At this point, you may check if certain courses still have openings (including courses from other departments) by looking up the course in the Enrollment System. If the course is already full or unavailable, you will not be able to add it to your list at this stage.

3rd Course Enrollment Stage (Sept. 5-6 & 8-9)

This Stage is divided into two sessions, the 1st session takes place from September 5 to September 6, and the 2nd session is held on September 8 to 9.

During this period, students may check their Course enrollment status and make adjustments by adding or dropping courses through the system.

Afterwards, an additional phase will be available during which students may continue to add courses through getting the instructor's approval or to withdraw from classes, both to be done through the system.



#### Former Student Says...

"Since the stages are divided into different year groups - senior, junior, sophomore, freshmen - you'll need to identify the group that corresponds to your current year and register for courses during the time slot assigned to that group."



To meet the requirements of both NCKU and the Taiwan government, all new exchange students must complete a health examination **before arriving in Taiwan**. The exam must be conducted by a qualified doctor in your home country, and the following forms must be completed:

- NCKU Exchange Health Exam Form (Appendix 3) Required for all students
- One of the following two official health certificates, depending on your length of stay:
  - "Medical Examination Requirements for Students Applying for Short-Term Study in Taiwan" – For students staying less than 6 months
  - "Health Certificate for Residence Application" For students staying more than 6 months

Please complete these forms in your home country and bring the original documents with you. You must submit them to the EECS office (Please refer to the appendix for the location) on the day of registration.

## OC Complete the Exam in Your Home Country

The Government Health Exam Forms and <u>Appendix 3</u> should be completed by the onsite exchange students no more than 3 months ahead of the registration day.

As you will need to apply for a visa at the nearest embassy in your home country, we recommend that you complete the health requirements for the visa at the same time as those required by NCKU. This approach is intended to streamline the process and help you avoid undergoing examinations twice.

## **ONLY** Health Certificate for Residence Application

If you are a one-year exchange student and need to apply for the Resident Visa, you may need to conduct another health exam different from the NCKU Health Exam Appendix. To save time, you are advised to bring both the "NCKU Exchange Health Exam Form" (Appendix 3) and the "Health Certificate for Residence Application" to the hospital and complete them at once.

- 1. To download the "Health Certificate for Residence in Taiwan", please go to <u>Taiwan</u> CDC's website
- 2.If you are going to do the health exam in Taiwan, please refer to the list of hospitals designated by the Ministry of Health and Welfare.

## M Insurance

You are required to obtain personal insurance in your home country prior to traveling to Taiwan. The insurance must remain valid starting from the day of your arrival to Taiwan **through the end of your final month at NCKU**. Please ensure that you provide official proof of insurance coverage for the entire duration of your stay.

The complete insurance policy has to be written in English or Chinese and must be provided on the day of registration. If you are not sure whether the insurance you are planning to buy meets our requirements or not, please consult your NCKU exchange coordinator in advance.

## **Student Group Insurance (SGI)**

Student Group Insurance is **required for every NCKU student**. It will be paid during the Registration period since it's part of the enrollment process each semester. The fee will be NT\$250 per semester and covers the following medical emergencies:

| Insurance Coverage                    | Fee   |
|---------------------------------------|---|
| Death (caused by accident or disease) | 1,000,000 NT\$                                    |
| Surgery                               | 6,000 NT\$ (maximum for each general case)        |
| Bone Fracture                         | 6,000 NT\$ (maximum for each case)                |
| Hospitalization                       | 500 NT\$ (maximum for each day less than 60 days) |
| Accident or Serious Injury            | 5,000 NT\$ (maximum for each case)                |



## Welcome Activities

welcome each of you and help you to be familiar with the campus life and understand basic rules at NCKU and Tainan. Please note that the information below is intended for university-level exchange students. If you are a college- or department-level exchange student, please consult your coordinator at your college or department, or contact the Office of International Affairs (OIA) directly to check availability. For further information about OIA-organized events, please refer to the OIA Calendar for Incoming Exchange Students.



## Orientation Event

Introduction to NCKU, the vibrant city of Tainan, essential university regulations and key administrative procedures to help navigate your academic journey as well as meet some of the other exchange students.

Date: Thursday, September 4, 2025 Location: Future Venue, 3rd Floor

Information: sign up your attendance via Google

Form ( <a href="https://reurl.cc/3M493j">https://reurl.cc/3M493j</a> )

College/department-level exchange students are welcome to join.



## Club fair

Each club will showcase what they do and warmly welcome you to join their exciting activities- ranging from sports and music to dance and so much more.

Date: Sept. 16 18:00-22:00 & Sept 17, 18:00-22:00, 2025

Place: Student Activity Center (Kuan-Fu Campus)

### Former Student Says...

"Prepare to do the Registration as soon as you can due to the Offices getting overcrowded once the local students also have to start their Registration process."



## Time Zone

Taiwan is located at GMT+08. All times posted in announcements from NCKU are based on Taiwan's time zone, unless otherwise noted.

## AC power plugs and sockets

The Taiwanese AC power standard is 110V, and the types of sockets are as shown in the following picture. If the plugs of your electrical appliances are not the same, please bring your own voltage converter.





## Climate in Tainan

Temperature in summer ranges from 27°C to 35°C. The temperature in winter ranges from 15°C to 20°C. Besides, sunny days are common in Tainan, especially from November to April. Also, there is a typhoon season in Taiwan. The typhoon season starts in June and ends in November. If you plan to travel during this period, you have to be prepared.

## Earthquakes, debris flows, typhoons

Earthquakes, debris flows, and typhoons are some of the natural phenomena that might occur in Taiwan. Check the news regularly for warnings issued by the government and learn how to stay safe in advance.

## Survival Mandarin Quotes



Hello Goodbye Thank you

你好 再見 謝謝你 Nǐ hǎo Zài jiàn Xiè xiè nǐ

Excuse me I am sorry How much is it?

不好意思 對不起 多少錢?
Bù hǎo yì si Duì bù qǐ Duō shǎo gián

I want to go to NCKU

Can you speak more slowly?

我想去成功大學

可以說慢一點嗎?

Wǒ xiǎng qù chénggōng dàxué Kě yǐ shuō màn yī diǎn ma?

#### Where is the convenience store?

請問哪裡有便利商店? Qǐngwèn nǎlǐ yǒu biànlì shāngdiàn?

#### Former Student Says...

"Although taking the Chinese Class was a lot of work it was super helpful for my daily life to get myself more immersed and open up to talk to locals."

## **W** Useful Services

#### Purchase a Prepaid SIM Card...

#### ...at the airport

There are kiosks located inside the terminals. The cards are exclusively for tourists and at a slightly lower price than in the city, including more data and access to many public WiFi hotspots throughout the city. The only identification required for these is your passport.

- A. At Taoyuan International Airport (TPE): kiosks are located in both arrival and departure levels.
- B. At Taipei Songshan Airport (TSA): kiosks are located in terminal 1 at international arrivals.

#### ...in the city

You can go to any of the provider stores in the city to purchase a prepaid SIM card for the regular price, but for longer periods. Most stores may require you to show a secondary piece of identification (e.g., a driver's license) and to sign forms. Please note that store employees in the city may be less likely to speak English than those at the airport, so bring a local friend with you.

#### Former Student Says...

"Tainan is a comfortable and easy-going city to live in. It offers an affordable public transportation network. Especially convenient are the YouBikes, which can be rented inexpensively from stations across the city. They're a great way to explore Taiwan's historic city."

## **EasyCard**

The easiest way to pay for public transport, rent a bike, or even pay in convenience stores is by using an EasyCard.

Since you will receive your student ID card once you go through all the welcome activities, and your student ID card is an EasyCard, you don't need to purchase an EasyCard at the airports or TRA Stations.

## **Public Transportation**



#### YouBike

The YouBike system is a convenient public bike-sharing service available throughout Tainan and other cities in Taiwan. YouBike stations can be found near major landmarks, parks, and schools, making it easy to get around the city. Students can register their Student ID or other EasyCards online and use it to rent and return their bikes at any station. To use the service, simply scan your card at a YouBike dock and start riding. You can add value to your card at convenience stores (e.g. 7-Eleven)



#### Buses

Buses in downtown Tainan can bring you to more places than a bike would. Bus stations can be found around campus as well as next to Tainan Station

Please refer to the following website for bus schedules and routes



## **Long Distance Transportation**

In Taiwan, there are three main ways to travel for a long distance on the road: highway bus, train and high speed railway. For more information, please refer to the following websites:

- 1. Highway Bus
- 2. <u>Taiwan Railway</u> (or download the TRA app)
- 3. <u>High Speed Rail</u> (or download the <u>THSR app</u>)

## Disruptive Behavior, Alcohol, and Drugs

Under no circumstances will alcohol intoxication, possession and/or use of drugs, stealing, spitting, and any other disruptive behavior be tolerated.

#### **Smoking**

- 1. Legal Smoking Age in Taiwan: 20 years old.
- 2. Smoking is prohibited on the entire National Cheng Kung University campus

#### Drug

According to the law, it is prohibited for any person to import, manufacture, transport, distribute, use, or possess narcotics, including but not limited to opium, marijuana, cocaine, amphetamine, pentazocine, and methadone. Any person who violates the above rule may be subject to capital punishment or life imprisonment.

#### Alcohol

- 1. Legal Drinking Age in Taiwan: 18 years old.
- 2. According to the law, a blood alcohol concentration (BAC) of 0.15mg/l in the breath of a driver (or 0.03% in the blood) is illegal.

#### Sexual Harassment

There is zero tolerance for sexual harassment in Taiwan.

Gender Equity Education Act (性別平等教育法) states the purposes of the act: "to promote substantive gender equality, eliminate gender discrimination, uphold human dignity, and improve and establish education resources and environment of gender equality."

- 1. When handling sexual harassment related cases, the school shall report according to relevant laws and turn the case over to its gender equity education committee.
- 2. Identities of all involved parties shall be kept confidential.
- 3. The victim shall be informed of rights and provided with protection.



## To-do List

To prepare your exchange Semester at NCKU, please complete all the mentioned points. Some of the required steps are similar to those for the application of a Visitor / Student Visa, so it would be wise to prepare them at the same time:

- Apply for a Visa (Visitor / Resident)
- Appendices: print, fill out all <u>Appendices</u> and bring them to EECS Office to start the Registration process (will be required for the Registration Day)
- Validate your <u>NCKU account</u>
- Do the Health Check-ups
- Purchase an Insurance that lasts until the end of your last month
- Sign up for <u>CIDS courses</u> (optional)
- Check out the <u>NCKU Academic Calendar</u> and <u>OIA Calendar for Incoming Exchange Students</u> for important Events

For information regarding on-site matters, please check out the **Post-Arrival Handbook**.

#### Former Student Says...

"Start the preparation process as soon as you can since it's quite a lot of forms and visits you'll have do to do to finish the whole process."

## **Package Check-List**

| ☐ Valid passport with Visitor or Resident Visa  |
|---|
|   |
| □ Plug adapter (Type A/B, 110V)                 |
|   |
| ☐ Lightweight clothes for hot and humid weather |
|   |
| ☐ Copy of important documents                   |
|   |
| ☐ Medication and prescriptions                  |
|   |
| ☐ Enough cash                                   |
|   |
|   |



# Appendices



## **NCKU Campus Maps**

- Campus Map
- Interactive Map (How to use it)
- Important sights on campus

## **ON** Locations

#### TzC3: EECS office

- <u>KF16</u>: Yun-Ping Building (Office of International Affairs, Registrar's Office, ...)
- KF3: Chinese Language Center
- **K5**: Main Library
- SL2: Future Building
- <u>SL4</u>: Sheng-Li 6
- CY1: Ching-Yeh 3
- <u>ChKuo1</u>: NCKU Hospital
- ★ Yule Street: Food, Print Centers, Drinks



### **ON** Location of EECS Office



#### 電機資訊學院辦公室位於本校自強校區啟端館4樓。

The EECS office is located on the 4th floor of the Chi Duan Building.



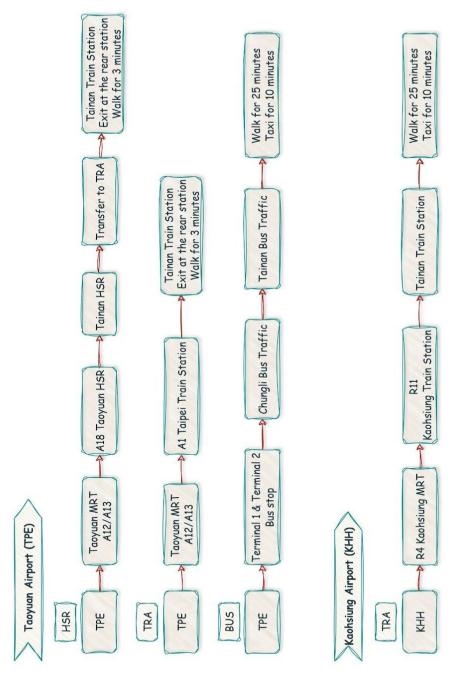
電梯出來左轉,右邊第一間就是電機資訊學院辦公室。

Take the elevator up to the 4th floor and turn left. You'll see the EECS office on the right.

## Tainan Bus Route Map



## ♦ Airport to HSR Station Map



## Appendix 1: Registration & Enrollment Procedure Sheet for College-Level International Exchange Students

(院系級交換學生註冊程序單)

| Semester學期:   | (year/年) □ Fall   | (September) 秋季班 | / □Spring (February) 春季班 |
|---------------|-------------------|-----------------|--------------------------|
| ● Name (姓名)   | :                 |                 |                          |
| Student ID Nu | mber (學號):        |                 |                          |
| ● Degree (學位  | ):□ Bachelor (學士) | □ Master (碩士)   | □ Doctor (博士)            |

| No. Location   | Required Actions   | Stamp |
|--|--|-------|
| 1 College of Electrical Engineering and Computer Science 電機資訊學院 (4th floor, Chi Duan Building, Tzu-Chiang Campus 自強校區 啟端館 4 樓) | Please bring 請攜帶:  1. Acceptance Letter from EECS 電資學院錄取通知信 2. A copy of overseas medical and injury insurance covering the entire duration of the exchange period in Taiwan 海外醫療保險影本 3. Proof of Positive Measles and Rubella Antibody or Measles and Rubella Vaccination Certificates 麻疹及德國麻疹之抗體陽性檢查報告或預防接種證明 4. One 2-inch photo 1 張兩吋照片 (Please affix it to Appendix 2/ 請黏貼於附錄 2) 5. Copy of your passport identification page(s) 護照影本/大通證 6. Hardcopy of Visa/ Page of Entry Permit with Entry stamp 簽證(含入境章)  Only students from China, Hong Kong, and Macao are required to submit item 7 and 8 僅大陸、香港及澳門地區學生須繳交第 7 及第 8 項文件與費用 7. Taiwan Entry Permit 入臺證 8. Taiwan Entry Permit Fee of NT\$ 615 入臺證費用新台幣615 元(手續費 15 元)(僅大陸生) |       |

| No. | Location                      | Required Actions   | Stamp |
|-----|-------------------------------|--|-------|
| 2   | NCKU Health                   | Health examination 學生體檢:*Please select one of                          |       |
|     | Center                        | the following.   |       |
|     | 衛生保健組                         | ☐ I will submit the Health Certificate for Short-Term                  |       |
|     | 2 <sup>nd</sup> floor of Yun- | Students or Health Certificate for Residence                           |       |
|     |                               | Application, verified by an ROC overseas mission. 我會繳交經外館驗證的短期研修健康檢查項目 |       |
|     | ping                          |  |       |
|     | Administration                | I have Original copy of Appendix 3: Proof of Positive                  |       |
|     | Building, East                | Measles and Rubella Antibody or Measles and Rubella                    |       |
|     | wing, Kuang-fu                | Vaccination Certificates. I will only take Chest X-ray for             |       |
|     | campus 光復校                    | Tuberculosis at NCKU hospital (costs around NT\$260;                   |       |
|     | 區雲平大樓東                        | subject to change). 我有麻疹及德國麻疹之抗體                                       |       |
|     | 棟 2 樓)                        | 陽性檢查報告或預防接種證明(附錄3之診斷   |       |
|     | 1木 2 1女)                      | 證明正本)。我將在成大醫院進行胸部 X 光  |       |
|     |                               | 肺結核檢查(約新台幣 260 元)。   |       |
|     |                               | ☐ I will take Chest X-ray for Tuberculosis and receive the             |       |
|     |                               | MMR vaccine at NCKU hospital (costs around                             |       |
|     |                               | NT\$1,065; subject to change). 我將在成大醫院進<br>行胸部 X 光肺結核檢查及施打 MMR 疫苗 (約新  |       |
|     |                               | 1 1 胸 引 入 ル 加 和 名 ( 放 旦 及 加 វ ) MIMIR                                  |       |
|     |                               | ☐ I will stay more than 6 months and need to transfer VISA             |       |
|     |                               | (from visitor visa to resident visa) for applying Alien                |       |
|     |                               | Resident Certificate (ARC). I will take the Type B health              |       |
|     |                               | examination. It costs NT\$1,300 in discount period. 我                  |       |
|     |                               | 需要在臺轉換簽證類別以申請居留證,將在  |       |
|     |                               | 成 大醫院進行簽證體檢(優惠價格 1,300 元)。   |       |
|     |                               | [Note]:  |       |
|     |                               | > Student takes full responsibility for choosing health                |       |
|     |                               | examination type. If student take the wrong one, student               |       |
|     |                               | may need to pay more for health examinations fee. 學生                   |       |
|     |                               | 請務必確認體檢類別,如體檢類別錯誤,學生   |       |
|     |                               | 必須自行負擔額外的體檢費用。   |       |
|     |                               | ➤ Please fill out the Google form to get the NCKU hospital             |       |
|     |                               | voucher 請學生上網填寫線上表單以利校方協助  |       |
|     |                               | 寄發成大醫院體檢優惠單。   |       |
|     |                               | <u> </u>   |       |

| No. | Location  | Required Actions  | Stamp |
|-----|---|---|-------|
| 3   | Office of Your<br>Department/<br>Institute<br>各學系/所辦<br>公室  | Please bring 請攜帶:  1. Acceptance letter 錄取通知信 2. Copy of your passport photo page 護照影本/大通證  ★ The availability of some courses are limited, please confirm with your department/institute regarding the course selection.  部分課程名額有限・請同學與相關系所詢問確認。  ★ Please follow the school course enrollment schedule. 請依學校選課時程辦理加退選作業。  ★ Please see the following website for course information.  課程資訊請參考以下網頁: https://course.ncku.edu.tw/index.php                                   |       |
| 4   | Cashier's Division 出納組 (Ground floor, Yunping Administration Building West wing, Kuang-fu campus 光復校區雲平 大樓西棟 1 樓) | Please bring 請攜帶:  1. Acceptance Letter from NCKU EECS 電資學院核發錄取通知信  2. Bill of school payment receipt 繳費單收據  ★ If you couldn't pay it before the due date, you can pay in cash on site. 如果無法於繳費期限前完成繳費,請直接攜帶現金現場繳費。  3. Cash money of NT\$250 to pay for Student Group Insurance (SGI). 請攜帶現金新台幣 250 元以支付學生團體保險(SGI)費用。   |       |
| 5   | Registrar Division 註冊組 (Ground floor, Yunping Administration Building West wing, Kuang-fu campus 光復校區雲平 大樓西棟 1 樓) | Please bring 請攜帶:  1. National Cheng Kung University Student Information 國立成功大學新生基本資料表 (Please print from the website: <a href="https://campus4.ncku.edu.tw/wwwmenu/program/fresh/">https://campus4.ncku.edu.tw/wwwmenu/program/fresh/</a> )  2. One 2-inch photo 兩吋照片 1 張  3. A copy of passport identification page(s) 護照影本/大通證影本  4. A copy of visa page 簽證影本  5. A copy of Taiwan Entry Permit 入臺證影本 (for students from China, Hong Kong, and Macao) (僅大陸、香港及澳門地區學生須繳交) |       |

#### Remark 注意事項:

- 1. Please submit Appendices 1-7 to the EECS office. The EECS office will stamp Appendix 1, and the original copies of Appendices 2-7 should be handed over to the EECS office.
- 2. Please ensure that you obtain all required stamps from different divisions, including the Health Center, your department office, and the Cashier's Division.
- 3. Please submit this sheet (Appendix 1) to the Registrar Division after all the procedures are completed. You can pick up your student ID card after 1-2 weeks after the submission of this form.

# Appendix 2: Registration Checklist for International Exchange Student 交換學牛國際處報到程序確認清單

|        | <ul><li>★ 如學號或姓名有誤·請承辦人員註記·並於收取完下方應收資料後·<br/>承辦人員簽章及日期<br/>在本頁右上角簽名加註日期。</li></ul>  |   |  |  |
|--------|---|---|--|--|
| Stude  | nt ID NO. 學號:   |   |  |  |
| Full N |   |   |  |  |
|        | oort number 護照號碼:   |   |  |  |
| Entry  | date into Taiwan 入境日:   | 2-inch photo                            |  |  |
| Excha  | ange period 交換時間: □ One semester 一學期  | 大頭照                                     |  |  |
|        | □ One year 一學年  |   |  |  |
| Phon   | e Number in Taiwan 手機號碼:  |   |  |  |
| 1      | Personal Documents 個人文件  Copy of Acceptance Letter from NCKU EECS 電資學院核發錄取 Copy of Passport identification page(s) 護照(大陸及港澳同學請認 Copy of Visa page 簽證頁: (Landing VISA is not allowed 不接受落 Student VISA 停留簽證 (for one-semester exchange students — Resident VISA 居留簽證 (for one-year exchange students —年3 Taiwan Entry Permit 入臺證 (大陸、港澳交換生)  | 出示大通證影本)<br><mark>地簽</mark> )<br>學期交換生) |  |  |
| 2      | One 2-inch photos 1 張兩吋照片(Please affix it to this page/請黏貼在此頁右上角欄位)   |   |  |  |
| 3      | Official proof of insurance coverage applicable in Taiwan. 適用於台灣的保險證明 Validity through 保險效期:  |   |  |  |
| 4      | Proof of Positive Measles and Rubella Antibody or Measles and Rubella Vaccination Certificates 麻疹及德國麻疹之抗體陽性檢查報告或預防接種證明 (Appendix 3)  ☐ I have my own certificates as <b>Appendix 3</b> , and I will submit the proof. 我有附錄 3 之診斷證明表格正本且會繳交相關證明。  ☐ I have my own certificates, but I don't have it as Appendix 3. I will pay NT\$120 at NCKU hospital to get the proof for submission. 我有海外診斷證明・但沒有附錄 3 表單・因此我會去成大醫院開立證明(費用 120 元)並繳交。 ☐ I do not have the proof, and I will take the vaccines at NCKU hospital and submit the proof. 我沒有診斷證明・我會在成大醫院進行麻疹及德國麻疹疫苗接踵・並繳交證明。 |   |  |  |
| 5      | I read and confirm all the statements that I signed up online 我確認我  1. Authorization for Emergency Treatment (Appendix 4) 緊急事件授權  2. Acknowledgment of Regulations and Accepting NCKU Regulations 國立成功大學之相關法則聲明書  3. Personal Data Collection Agreement (Appendix 6) 個人資料蒐集同  | 间意書<br>(Appendix 5)                     |  |  |
|        | Signature 簽名: Date 日期:  |   |  |  |

# Appendix 3: Proof of Positive Measles and Rubella Antibody or Measles and Rubella Vaccination Certificates

### 麻疹及德國麻疹之抗體陽性檢查報告或預防接種證明

交換生來臺研習3個月以上且未滿6個月,無麻疹、腮腺炎、德國麻疹抗體或疫苗接踵證明者,須至成大醫院或其他醫療院所,自費接踵 MMR(麻疹、腮腺炎、德國麻疹)三合一疫苗。另需準備3個月內之胸部x光檢查報告。無以上證明並需至成大醫院做檢查者,請填寫線上表單後至健康中心申請健檢。

Exchange students, who intended to stay in Taiwan for more than three months but less than 6 months, without the proof of positive measles, mumps, and rubella antibody titers or vaccination certificates, have to take MMR vaccine at the NCKU hospital or other private clinics at your own expense. The chest x-ray report (within 3 months) is also required. For students who do not have these documents, please submit this online form and go to NCKU health center for confirmation.

### 基本資料/Basic Data

| 姓名 Name:   | 性別 Sex:                                 |  |  |
|--|---|--|--|
|  | □ 男 Male □ 女 Female                     |  |  |
| 國籍 Nationality:  | 護照號碼 Passport No.:                      |  |  |
| 出生年月日 Date of Birth:(YYYY / MM / DD)                             |   |  |  |
| A. 抗體檢查 Antibody Tests   |   |  |  |
| 麻疹抗體 / Measles Antibody:□陽性 / Positive □陰性 /                     | Negative □未確定 / Equivocal               |  |  |
| 德國麻疹抗體 / Rubella Antibody :□陽性 / Positive □ 陰                    | 陰性 / Negative □未確定 / Equivocal          |  |  |
| B. 預防接種證明 / Vaccination Certificates                             |   |  |  |
| 證明文件應註明接種日期、接種院所及疫苗批號。如檢   | 附幼時接種證明・其接種年齡必須                         |  |  |
| 大於 1 歲。 The certificate should include the date of vac           | ccination, the name of administering    |  |  |
| hospital or clinic and the batch no. of vaccine. If the childhoo | d vaccination certificate is submitted, |  |  |
| it is important to include the record of the vaccines administe  | • • • •                                 |  |  |
| □ 麻疹預防接種證明 / Measles Vaccination Certifica                       |   |  |  |
| □ 德國麻疹預防接種證明 / Rubella Vaccination Cer                           |   |  |  |
| C. □有接種禁忌·暫不適宜預防接種 / having contradictions,                      | not suitable for vaccination            |  |  |
| 負責醫檢師簽章 / Signature of Chief Medical Technologist:               |   |  |  |
| 負責醫師簽章 / Signature of Chief Physician:                           |   |  |  |
| 醫院負責人簽章 / Signature of Superintendent:                           |   |  |  |
| 日期 / Date of Examination: YYYY / MM / DD                         |   |  |  |

備註 / Note:本證明三個月內有效。 / The certificate is valid for three months.

# Appendix 4: Authorization for Emergency Treatment 緊急事件授權同意書

| I am enrolled at NCKU this semester/this academic year. In case of emergency, I hereby 本人於今年入學就讀於國立成功大學,因緊急事件需要   |
|---|
| □ Agree and allow NCKU or its employees to act to obtain any medical treatment required medical care in the case of an accident or recourse on legal issues. I hereby declare myself willing to take this responsibility. 同意授權貴校或貴校再次授權予相關人員代為簽具醫療、意外、法律等一切緊急事件同意書,本人願承擔一切責任。               |
| □ <b>Disagree</b> and do not allow NCKU or its employees to act to obtain any medical treatmen required, medical care in the case of an accident or recourse on legal issues. I hereby declare myself willing to take this responsibility. <b>不同意</b> 授權貴校代為簽具醫療、意外、法律等一切緊急事件同意書・本人願承擔一切責任。 |
| To 此致<br>National Cheng Kung University 國立成功大學  |
| 立書人/ Applicant Signature:   |
| 學號/ Student ID. Number:   |
| 在喜婜争聮终人/ Emergency Contact Person(Taiwan):  |

在臺緊急聯絡電話/ Emergency Contact Telephone Number(Taiwan): \_\_\_\_\_

# Appendix 5: Acknowledgment of Regulations and Accepting NCKU Regulations

### 承諾書 - 知悉並同意遵守臺灣法律與國立成功大學相關法規

I am enrolled at NCKU this semester/academic year. I have read, understand and am in agreement with the information and terms regarding the university regulations. I agree to abide by the laws of Taiwan (ROC) during my stay in Taiwan. I also agree to allow NCKU to examine my diploma(s) and/or transcript(s) from my former school(s), the embassy or the territory. I take responsibility for any fraudulent documents, and should I default on any of the terms associated with the above-stated regulations and other relevant regulations in Taiwan, I will be held solely responsible for all penalties and will accept all final decisions by NCKU regarding admission cancelation, suspension, punishments, and related matters.

I understand it is illegal to work without a work permit during a study at NCKU. If working with work permit, I have acknowledged that the maximum working hour is 20 hours per week except summer and winter vacation. I will obey the regulations of "Employment Service Act" established by Ministry of Labor during the internship during working.

I understand that the regulations above have both Chinese and English versions. In the event of any discrepancies, the Chinese version shall prevail.

本人於本學期/本學年就讀於國立成功大學(以下簡稱學校)。本人已閱讀、瞭解並有義務遵守學校之各項規定,在臺灣停留期間有義務遵守臺灣之相關法律。如在臺期間有任何違反法律或規定之行為,本人願意自行負責。本人亦同意授權學校向本人原籍畢業學校與駐外單位查驗本人學位證書、成績證明等證件。若有不實,願負法律責任,並接受學校撤銷入學資格等相關處分。

本人已清楚了解·在學校就學期間·如未取得工作許可證·不得從事任何支薪勞務工作。取得工作許可證後·除寒暑假外·每週工時以 20 小時為限。於工作期間·應遵守《就業服務法》及其他臺灣勞動相關法規。

本人瞭解此承諾書內容包含中文與英文二種語言對照版本·如解釋有歧異時·以中文版本為 準。

立書人 Signature:

學號 Student ID. Number:

日期 Date (yyyy/mm/dd):

### **Appendix 6: Personal Data Collection Agreement**

#### 個人資料蒐集同意書

國立成功大學(以下簡稱本校)為蒐集、處理、利用個人資料、依個人資料保護法 之規定,以本聲明及同意書向您行書面告知並徵求您同意。

當您於頁末簽名處簽署本同意書時,表示您已閱讀、瞭解並同意接受本同意書之所有內容。

According to the Personal Data Protection Act, National Cheng Kung University (hereinafter as NCKU) issues its statement of personal data protection and collection agreement to notify you of your responsibilities and rights and solicit your consent to the collection, processing and use of your personal data by NCKU.

Your signature below indicates that you have read, understood and accepted the contents set forth in this agreement.

#### 一、基本資料之蒐集、更新及保管

- (1). 本校係依據中華民國「個人資料保護法」與相關法令之規範‧蒐集、處理及利用您的個人資料。
- (2). 請提供您本人正確、最新及完整的個人資料。
- (3), 本校因執行業務所蒐集您的個人資料包括表單內所需欄位等。
- (4). 若您的個人資料有任何異動,請主動向本校申請更正,使其保持正確、最新及完整。
- (5). 若您提供錯誤、不實、過時或不完整或具誤導性的資料,您將可能損失相關權益。
- (6). 您可依中華民國「個人資料保護法」,就您的個人資料行使以下權利:
  - 1. 杳詢或請求閱覽。
  - 2. 請求製給複製本。
  - 3. 請求補充或更正。
  - 4. 請求停止蒐集、處理或利用。
  - 5. 請求刪除。

但本校各單位因執行職務或業務所必需者,本校得拒絕您上述之請求。且因您行使上述權利,而導致權益受損時,本校將不負相關賠償責任。

#### I. Basic Data Collection, Renewal and Management

- (I). NCKU will collect, process, and use your personal data in accordance with the Personal Data Protection Act and relevant laws and rules enacted in Taiwan, the Republic of China.
- (II). Please provide your accurate, latest and complete personal data.
- (III). Your personal data collected by NCKU to facilitate its administration includes the information in the columns marked as required on the form.

- (IV). Please inform NCKU of any change to your personal data to maintain the latest information
- (V). You may lose certain rights or benefits if you provide incorrect, untrue, outdated or incomplete information.
- (VI). According to the Personal Data Protection Act (ROC), you are entitled to make the following requests:
  - 1 To check or review the collected data
  - 2. To receive a photocopy of the collected data.
  - 3. To supplement or revise the collected data.
  - 4. To cease the collection, processing or use of the collected data.
  - 5 To delete the collected data

However, NCKU may reject your requests in order to meet the administrative needs of its offices and institutes. Moreover, should you suffer any losses due to such requests, NCKU shall not be held responsible for any compensation.

#### 一、 蒐集個人資料フ目的

- (1) 本校係基於「教育行政業務需求」之特定目的而蒐集您的個人資料。
- (2) 當您的個人資料使用方式與本校蒐集的目的不同時,我們會在使用前先徵求您的書面同意,您可以拒絕向本校提供個人資料,但您可能因此喪失您的權益。

#### II. Purpose of Personal Data Collection

- (I). NCKU collects your personal data to meet the needs of educational administration.
- (II). We will solicit your consent in a written form in advance before using your personal data to serve a purpose other than the one specified in Item (I) of this article. While you may refuse to provide your personal data to NCKU, you may lose certain rights or benefits as a consequence.

#### 三、基本資料之保密

本校如違反「個人資料保護法」規定或因天災、事變或其他不可抗力所致者,致您的個人資料被竊取、洩漏、竄改、遭其他侵害者,本校將於查明後以電話、信函、電子郵件或網站公告等方法,擇適當方式通知您。

#### **III. Basic Information Security**

Should your personal information be stolen, disclosed, altered or infringed upon due to the violation of the Personal Data Protection Act by NCKU, the occurrence of any natural disasters, incidental changes or other unavoidable circumstances, NCKU shall inspect the cause and inform you by phone, mail, email or website notice.

#### 四、 同意書之效力

- (1) 當您簽署本同意書時,即表示您已閱讀、瞭解並同意本同意書之所有內容。
- (2) 本校保留隨時修改本同意書規範之權力,本校將於修改規範時,於本校網頁(站)公告 修改之事實,不另作個別通知。如果您不同意修改的內容,請依上述第一條第六款 向本校主張停止蒐集、處理及利用個人資料。否則將視為您已同意並接受本同意書 該等增訂或修改內容之拘束。

#### IV. Validity of Agreement

- (I). Your signature on this agreement indicates that you have read, understood and accepted its contents
- (II). NCKU is entitled to amend the contents of this agreement, and any amendments will be publicized on the NCKU website. Should you disagree with any amendments, please exercise your right to request that NCKU discontinue to collect, process or use your personal data according to Item VI of Article I. Otherwise, you are considered to have agreed to the amendment.

#### 五、 準據法與管轄法院

本同意書之解釋與適用,以及本同意書有關之爭議,均應依照中華民國法律予以處理,並以臺灣臺南地方法院為第一審管轄法院。

### V. Governing Law and Jurisdiction

The interpretation and applicability of this agreement shall be governed by the law of the Republic of China. Any disputes arising out of or relating to this agreement shall be submitted to Tainan District Court as the court of the first instance jurisdiction.

Note: The contents of this agreement were translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese always takes precedence.

| 立書ノ | ٧I | App | licant | Signat | ure | : |
|-----|----|-----|--------|--------|-----|---|
|-----|----|-----|--------|--------|-----|---|

學號/ Student ID. Number:

日期/ Date(yyyy/mm/dd):

## Appendix 7: Declaration of Insurance 國立成功大學保險切結書

( You will sign this on registration day )

| I enrolled at NCKU for $\square$ one-semester/ $\square$ one-academic-year international exchange student; hereby declare that I will take full financial responsibility for any medical procedures I should incur upon arriving in Taiwan. |
|---|
| 本人為國立成功大學報到□ <u>-學期/</u> □ <u>-學年</u> 之外籍交換生·在入臺後如有任何意外事故   |
| 發生或衍生其他醫療費用問題、概由本人自行負責、與國立成功大學無涉。特立此書為  |
| 憑。  |
| ☐ I have an oversea insurance, which is valid for my exchange period. 我有涵蓋完整交換期間的海外保險。  |
| 我有過量光程文演辨問的時代所機。  If you have oversea insurance, which is valid for your whole exchange period, please submit a   |
| copy of your overseas insurance documents to the College of Electrical Engineering and  |
| Computer Science (EECS) upon enrolment at NCKU.   |
| 若你有包含完整交換期間的海外保險,請於註冊時將包含完整交換期間的海外保險影本文   |
| 件繳交至電機資訊學院。   |
|   |
| 此致 To   |
| 國立成功大學 National Cheng Kung University   |
| 立切結書人簽名 Signature:  |
| 學號 Student ID. number:  |
| 日期 Date (yyyy/mm/dd):   |



# **National Cheng Kung University**

College of Electrical Engineering and Computer Science, National Cheng Kung University

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