**外籍學位新生報到表**

Registration Guideline for New International Students

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| **姓名**  **Name** |  | **學號**  **Student ID No.** |  |
| **系所**  **Dept.** |  | **連絡電話**  **Tel. in Taiwan** |  |

**\* 開始跑註冊流程前，請將下表中所需文件依順序排放。**

**Prepare and arrange the required documents in the following order before you start to run the registration procedure.**

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| **順序**  **Order** | **繳交/檢核項目**  **Submit/Check Item** | **檢核人簽章** | **備註**  **Note** |
| 1 | 繳交六個月內兩吋照片一張並於照片後面寫上學號、姓名及系所。  ONE 2-inch Photo Taken Within the Past Six Months  \* Write down the student ID No., Name and Dept. on the backside of photo. |  |  |
| 2 | 繳交『外館認證之畢業證書』影本，並於右上角寫上學號、姓名及系所。  Submit the Copy of Authenticated Diploma  \* Write down the student ID No., Name and Dept. at the upper right side. |  |  |
| 3 | 繳交『外館認證之全學期成績單』影本，並於右上角寫上學號、姓名及系所。  Submit the Copy of Authenticated Transcript of All Semesters  Write down the student ID No., Name and Dept. at the upper right side. |  |  |
| 4 | 繳交僑外生基本資料表  Submit the “Overseas and International Students Personal Information” |  |  |
| 5 | 檢核入學許可 Check the Admission Letter  若領取台灣獎學金 或 非東華獎學金受獎者，請繳交受獎證明書。  For Taiwan Scholarship or Non-NDHU Scholarship Recipient, please submit the certificate. |  |  |
| 6 | 已了解入台未滿六個月須投保醫療保險，滿期才能投保全民健康保險。  Have fully understood that the first SIX months of staying in Taiwan, students should have medical insurance that will cover students’ medical expenses during the Six-month time period. Afterwards, students should join the National Health Insurance according to related regulations issued by Taiwan Government.  簽名 Signature: |  |  |
| 7 | □ 外館認證『醫療保險證明』 Authenticated Medical Insurance Certificate  □ 醫療保險，現場繳交現金3,000元整  Hand in cash of NTD 3,000 for medical insurance.  □ 『健保卡』，加入本校續保，現場繳交現金4,956元整。  Join National Health Insurance Card within NDHU and hand in cash of NTD 4,956  □ 其他 Other |  |  |
| 8 | 出示已繳納學雜費證明  Show the payment confirmation |  |  |