

National Sun Yat-Sen University

Application Form for Going Abroad

Date:

Name		Student number		Phone number	
College/department/institute	College	Department/institute		<input type="checkbox"/> Bachelor	<input type="checkbox"/> MA
				<input type="checkbox"/> MA in-service	<input type="checkbox"/> Ph. D. program
Project name (Cooperation agreement)					
Destination (university/ institute)					
Admitted period by partner university/institute	From	yy	mm	dd	to yy mm dd
Expectation of the duration	From	yy	mm	dd	to yy mm dd
Conditions	<input type="checkbox"/> Exchange Program (selecting unit: _____) <input type="checkbox"/> Short term study abroad (selecting unit: _____) <input type="checkbox"/> Double Degree <input type="checkbox"/> Other Programs				
Power of attorney for enrollment	All enrollment affairs shall be handled by the person authorized by me during my trip abroad. Authorizee: _____ (Signature/stamp) Department: _____ Academic year: _____ Student number: _____ Phone number: _____				
Applicant's signature			Parent/guardian Signature/stamp (Undergraduate)		
Tutor/advisor	Department/institute		College		
	<input type="checkbox"/> Enroll at the university and study (research) abroad <input type="checkbox"/> Suspension of schooling (Please carry out the university-leaving procedure) <input type="checkbox"/> Other				
Office of Student Affairs	Office of International Affairs		Office of Academic Affairs		
(Countersignature is needed for male students who are obligated to perform military service)					

- Notes:
1. Original approval notice of the selecting (reviewing) unit or agency need to be attached.
 2. For the student who has been approved to go abroad as an exchange student for more than 2 months, all elective and obligatory courses that he/she takes at the university will be cancelled. If there is any missed course, the student must select that course online after returning to the university. For less than 2 months, the courses that he/she takes at the university will not be cancelled, the student must fulfil the requirement from the department/institute.
 3. The student who is selected as an exchange student does not need to pay the credit fee at the exchange university. After returning to the university, the undergraduate who is approved for postponement of graduation and the graduate student must pay the credit fee for credits based on the hours of elective courses at the exchange university.
 4. For more information about the study and enrollment status of the student going abroad, refer to the guidelines on the reverse side of the page.