

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 program <input type="checkbox"/> Ph. D. program <input type="checkbox"/> Master program <input type="checkbox"/> Professional Master program	
Selecting (reviewing) unit				Attachment: <input type="checkbox"/> Original approval notice of the selecting (reviewing) unit or agency <input type="checkbox"/> Other certificates:	
Project name (Cooperation agreement)					
Destination (Country and university)					
Period	From	to			
Conditions	Guidelines for the Study and Enrollment Status of Students Going Abroad: Article 2 <input type="checkbox"/> Section 1 <input type="checkbox"/> Section 2 <input type="checkbox"/> Section 3 <input type="checkbox"/> Section 7				
Power of attorney for enrollment	All enrollment affairs shall be handled by the person authorized by me during my trip abroad. Authorizer: _____ (Signature/stamp) Department: _____ Academic year: _____ Student number: _____ Phone number: _____				
Principal Signature/stamp			Parent/guardian Signature/stamp (Undergraduate)		
Comments					
Tutor/advisor	Department/institute	College	Registry Section		
	<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				
Countersignature					
Life Guidance Division, Office of Student Affairs			Office of International Affairs		
(Countersignature is needed for male students who are obligated to perform military service)			(Countersignature is needed for students subject to Article 2, Section 1 or 3 of the Guidelines for the Study and Enrollment Status of Students Going Abroad.)		

- Notes: 1. For the student who has been approved to go abroad as an exchange student, all elective and obligatory courses that he/she took at the university will be cancelled. If there is any missed course, the student must select that course online after returning to the university.
2. 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.
3. For the student who is approved to go abroad as an exchange student or for further study and does not apply for suspension of schooling, the department/institute may allow the student to transfer his/her credits (18 hours = 1 credit; a certificate for the total completed hours of study is required) obtained during his/her study abroad to the university according to related regulations.
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.