

**National Tsing Hua University**  
**Fall Semester of 2020**  
**Registration Procedure Form for New Graduate Students**

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 September 11, 2020.
2. Registration date: September 11, 2020.

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	Sep. 11 <sup>th</sup>	08:00	IEM、GPTS、EMBA、MBA、MPM、MFB、KPCN、KSSN、KECN、JADN、KELN、JMUN、KCSN、KEEN、ITME、EMIM、KWEN、KMSN		Location : Alumni Gymnasium	
		09:10	MS、NEMS、PFMI			
		09:35	PME、BME			
		10:00	CHE、IEEM、IMIC、IMIE			
		10:25	BMES、NES、ESS、AES			
		10:50	JAD、JMU、KLST			
		11:00	IPHD、IMS、CS			
		11:30	ENE、COM、IPT、IIS			
		12:00-13:00 Rest Time				
		13:00	EE、ISA			
		14:00	LSBT、LSBS、LSMM、LSMC、LSSN、LSBI			
		14:20	CL、FL、HIS、LING、SOC、ANTH、PHIL、TL、IACS			
		14:40	PHYS、SLS、ASTR、STAT			
		14:55	MATH、CHEM、ICMS			
		15:15	TM、LST、QF、ECON、IMBA、ISS、GOM			
15:35	KEL、KEE、KSPE、KPC、KSS、KENI、KEC、KTLT、KMS、SL					

**Go to the next procedure only when the above procedure is completed.**

Division of Registration	Sep. 11 <sup>th</sup>	<p>Before getting your student ID card, you MUST complete 2 steps below.</p> <p><b>Step 1.</b> Make sure you have submitted your notarized diploma and transcript to Division of International Students, Office of Global Affairs.</p> <p><b>Step 2.</b> Submit your ARC and Passport Attachment Form and Registration Procedure Form.</p>	Location : Gymnasium
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※Notices:

- The notarized diploma and transcript will be returned to you via your department in October.
  - International students should visit the following offices for the following things:  
 Division of General Affairs, Office of Global Affairs (On the periphery of Macronix Building)
    - ▶ Alien Resident Certificate application information
    - ▶ National Health Insurance (NHI) transfer procedure and application information
- In case of any question, please feel free to contact us.  
 Contact No. 03-5162463 (affairs related to ARC)  
 Contact No. 03-5162459 (affairs related to NHI)  
 Contact No. 03-5162465 (affairs related to NHI and Student Work Permit application)