

National Tsing Hua University
Fall Semester of 2023
Registration Procedure Form for New Undergraduate

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 following designated time on September 6, 2023.
2. Registration date: September 11, 2023

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. 6th	08:00	CS			Location : Alumni Gymnasium	
		08:20	EE, EECS				
		08:50	MATH, PHYS				
		09:20	CHEM, SCI				
		09:40	IPTH, IBP				
		10:20	ESS, IPNS, BMES				
		10:40	ECON, QF, UPMT				
		11:10	LS, LMIP, DMS				
		End of Entry at 11:30					
		Rest time during 12:00-13:00					
		13:00	KEL, KEE, KSPE				
		13:20	KPC, KSS, KENI, KIPE				
		14:05	JMU, JAD, JITA				
		14:25	CL, FL, HSS				
		14:55	IEEM, MS, IPE				
		15:35	PME, CHE				
End of Entry at 16:00							

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

Division of
Registration

1. Please make sure that you have completed the new student online registration before August 11, so as not to affect the issuance of the student ID card.
2. Please merge the notarized diploma and transcripts as one pdf document and upload it to the system. Submit your original hard copy to division of registration before registration day. For IBP students, please submit the hard copy to the IBP office (Education Hall R227) before registration day.
3. After completing the health examination, please keep your registration procedure form properly until you receive your student ID card. Whose registration process is completed, student ID will be distributed to the class representative according to registration office arrangement. Please contact the appointed person to collect your student ID card. Student who ask for late registration, please go to the Division of Registration to collect the card. (Students from the main campus collect at Division of Registration, General building I, and students from the Nanda campus collect it from the Nanda Campus Registration office).

※Notices:

- The notarized diploma and transcript will be returned to you via your department in October.