

National Sun Yat-Sen University

Application Form for Going Abroad

Application Date (YYYY/MM/DD):

Name		Student ID No.		Contact Phone No.	
College Department / Institute	College: Department / Institute:			<input type="checkbox"/> Bachelor's Program <input type="checkbox"/> Master's Program <input type="checkbox"/> Mater's In-service Program <input type="checkbox"/> Doctor's Program	
Project Title / Reason for Going Abroad					
Destination (University/ Institute)	Country: Name of School/Institution:				
Admitted Period by Partner University/Institute	From	YY	MM	DD	to YY MM DD
Expected Duration of Study Abroad	From	YY	MM	DD	to YY MM DD
Category of Study Abroad	<input type="checkbox"/> Exchange Program (Nominating Unit: _____) <input type="checkbox"/> Short Term Study Abroad (Nominating Unit: _____) <input type="checkbox"/> Double Degree <input type="checkbox"/> Other Programs				
Authorization for Enrollment	All enrollment affairs shall be handled by the authorized person during my study abroad. Authorized Person: _____ (Signature/stamp) Department: _____ Academic year: _____ Student number: _____ Phone number: _____				
Applicant's Signature				Parent/Guardian Signature/stamp (Students under 18 Years Old)	
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. An official copy of the approval notice from the nominating unit or relevant supporting documents must be attached.
2. If the approved period of study abroad exceeds two months (excluding winter and summer breaks), all enrolled courses at the university will be automatically withdrawn upon completing the application process. Upon returning, students must reselect any required courses online according to course selection regulations.
3. If the approved period of study abroad is less than two months, course enrollment at the university will remain unaffected. However, students must fulfill all course requirements and assessments as specified by the instructors.
4. Students selected for outbound exchange programs are exempt from paying credit fees at the host institution. Upon returning, credits will be converted based on actual course hours taken abroad. Undergraduate students extending their studies and graduate students must pay credit fees according to the converted credits.
5. For detailed regulations regarding academic and enrollment status during the period abroad, please refer to the university's Guidelines on Academic and Enrollment Matters for Students Studying Abroad.