**Department of Civil of Engineering**

**National Taiwan University**

**Application Checklist for Incoming Exchange Students**

**For Academic Year 2019-2020**

|  |  |  |  |
| --- | --- | --- | --- |
| Semester | Academic Calendar | Home Institution Nomination | Nominees’ Application Documents Sent |
| Fall Semester 2019 Entry | mid-Sep. to mid-Jan.  | March 1 to 31, 2019 | April 1 to 10, 2019 |
| Spring Semester 2020 Entry | late-Feb. to late-June | October 1 to 31, 2019 | November 1 to 10, 2019 |

Please tick the items that you have submitted.

All documents are to be scanned and sent digitally via email to suejean@ntu.edu.tw

|  |  |
| --- | --- |
| **Item** | **Tick** |
| 1. Application Form
 |  |
| 1. A Passport-sized Photograph
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| 1. Official Transcripts of Academic Records
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| 1. A Statement of Purpose or a Study Plan
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| 1. A Photocopy of a Non-Taiwanese Passport
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| 1. NTU Incoming Exchange Student Health Exam Forms

(If the time you send your application is more than three months ahead of your planned arrival at NTU, you may submit the form at a later time.) |  |
| 1. Proof of insurance valid for your entire exchange period for the following:

Accident insurance worth a minimum of TWD 1,000,000 (approx. USD 34,000)Medical insurance worth a minimum of TWD 1,000,000 (approx. USD 34,000) |  |