



# SHIH HSIN UNIVERSITY

## 世新大學交換學生入學申請注意事項

### Guidelines for International Exchange Student Application

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1. 交換學生之申請，以本校與該生所屬學校所簽署之學術交流協定為基準。  
All applications for admission as non-degree exchange students are based on the agreement of collaboration signed by Shih Hsin University and the applicant's home institution.
2. 交換學生申請人須具有外國國籍。  
All exchange applicants must bear the citizenship of non-ROC countries.
3. 申請人須檢附以下文件 The following documents must be included in an application :
  - (1) 入學申請表二份。  
Two copies of the completed application form.
  - (2) 全部成績單英譯本或中譯本各一份。  
One official copy of transcript (in Chinese or English) from the applicants' home institution
  - (3) 推薦信一封 (包括一封中國語文教師推薦信，或能敘明申請者中、英文語文能力之推薦信)。  
One letter of Recommendation (**one** should be from a teacher of Chinese language, or **one** who can prove the applicant's English or Chinese language proficiency). The letters must be written in English or in Chinese.
  - (4) 最近六個月內醫院出具之健康證明書一份 (包括人類免疫缺乏病毒檢驗報告)。  
One copy of Health Certificate from hospital within the past 6 months (HIV virus blood serum immunity test report included).
  - (5) 外國護照影本。  
Copy of non-ROC passport
  - (6) 最近二吋相片二張  
2 recent photographs (about 1" x 2")
4. 填寫申請表格說明 Instructions for filling the application form
  - (1) 中文名：將顯示在學生證上，請務必填寫。  
Your Chinese name will be shown on the student ID card. If it is left blank, an alternative name will be given.
  - (2) 預定交換時間及選讀期間：每學年分上、下學期。  
Intended Time of Exchange and Duration : Each academic year is divided into two semesters.  
上學期：九月～ 十二月  
First (Fall) Semester: September ~ December  
寒假 (含春節假期)：二月  
Winter Vacation (including Chinese New Year): February

下學期：二月～六月

Second (Spring) Semester: February ~ June

春假：四月初

Spring Break: Early April

暑假：七、八月

Summer Vacation: July and August

(3) 緊急聯絡人：請務必填寫！

Emergency Contact: it is very important that you complete this item!

## 5. 住宿 Accommodation

本校將為交換生保留宿舍，房間由學校分配，學生不得選擇室友或宿舍。若申請人選擇外宿或遷出宿舍，必須告知本校。

All exchange students are guaranteed on-campus accommodation, but rooms are allocated by the university. Students cannot choose their roommates or accommodation buildings. If the student chooses to find his or her own housing, or moves out of the dormitory, the university must be notified in advance.

6. 食：校內有餐廳，且校區附近有許多餐廳、簡餐店或小吃店。

Food: The cafeteria is located within campus; there are also many restaurants, cafes and bistros within walking distance.

7. 衣：每棟宿舍皆有投幣式洗衣機及烘乾機。

Clothing: All dormitories have coin-operated washing machines and driers.

8. 行：所有宿舍均在校區內，交通方便。

Transportation: Convenient - all dormitories are on campus.

9. 網路：所有宿舍皆連結校內內部網路。

Internet: All dormitories are facilitated with Internet.

## 10. 語言課程: Language Course

本校為交換學生提供小班制密集中文語言課程。

The Intensive Chinese Language Course is provided in small classes only.

## 11. 加選課：Classes Added and Dropped

交換學生有兩次加退選的機會。

The add-and-drop: There are two rounds and It lasts a week for per round.

## 12. 需收取之費用: The fee of Insurance, bedding, and Chinese book

保險費、寢具及中文書籍。

The fee of Insurance, bedding, and Chinese book will be deducted from your first stipend.

(Other textbooks are not included.)