

# TATUNG UNIVERSITY

## Application Checklist for International Exchange Students:

- Complete Online Application Form (<http://a26.ttu.edu.tw/p/423-1006-4.php>)
- Application Form for International Exchange Student: 1 original
- Proof of Financial Support (must be in Chinese or English): 1 original
- Recommendation Letter: 2 original
- Official School Transcript: 1 original
- Agreement to Release Liability: 1
- Photograph for student ID card (passport size, jpg): 1
- \* Student staying in Taiwan over 180 days needs to bring a hard copy of photo for ARC application.
- Study Plan (including the time period that you plan on fulfilling the curriculum requirements and direction of your study. If you wish to take Chinese language courses or to participate in internship program, please indicate in your plan.)

Incoming International Student applications take 4-6 weeks to process. Be sure to indicate the dates you can be reached at your current address so your admission notice does not sent to the wrong address. Please contact the Admission Office if your contact information changes (E-mail: [mandyliu@gm.ttu.edu.tw](mailto:mandyliu@gm.ttu.edu.tw), Ms. Liu)

Please send your completed application, supporting documents, and all required copies via mail (please ensure all files are scanned to PDF file clear) to: Ms. Mandy Liu (International Education Coordinator), E-mail: [mandyliu@gm.ttu.edu.tw](mailto:mandyliu@gm.ttu.edu.tw)

# TATUNG UNIVERSITY

## APPLICATION FORM FOR INTERNATIONAL EXCHANGE STUDENTS

**Application Due Dates: April 30 (Fall); October 31 (Spring)**

Attach a recent 1" x 2"  
ID photo

1. Name: \_\_\_\_\_  
(LAST/FAMILY) (FIRST/GIVEN) (MIDDLE) (CHINESE NAME, if any)

2. Current telephone: \_\_\_\_\_

3. E-mail: \_\_\_\_\_

4. Emergency contact: \_\_\_\_\_ (Person); \_\_\_\_\_ (Relation to applicant)  
\_\_\_\_\_ (Phone); \_\_\_\_\_ (E-mail); \_\_\_\_\_

5. Term and year you wish to enter:  Fall (August) 20\_\_\_\_  Spring (January) 20\_\_\_\_

Anticipated length of study: from \_\_\_\_\_ (month/year) to \_\_\_\_\_ (month/year)

6. Level of study for which you are applying (check one):  Undergraduate  Master  Doctoral

Department to which you are applying: \_\_\_\_\_

7. Permanent address (Letter of admission will be sent to this address):

\_\_\_\_\_  
(NUMBER AND STREET)

\_\_\_\_\_  
(CITY)

\_\_\_\_\_  
(STATE)

\_\_\_\_\_  
(POSTAL CODE)

\_\_\_\_\_  
(COUNTRY)

8. Current address (if different from above): \_\_\_\_\_  
(NUMBER AND STREET) (CITY)

(valid dates: \_\_\_\_\_)

\_\_\_\_\_  
(STATE)

\_\_\_\_\_  
(POSTAL CODE)

\_\_\_\_\_  
(COUNTRY)

9. Gender:  Male  Female Date of Birth \_\_\_\_\_ Age: \_\_\_\_\_ Birth Place: \_\_\_\_\_  
(MONTH/DAY/YEAR) (CITY) (COUNTRY)

10. Country of citizenship: \_\_\_\_\_ Country of Permanent Residence: \_\_\_\_\_ Passport No. \_\_\_\_\_

11. Is any of your parent a R.O.C. (Taiwan) citizen or resident?  Yes  No

11a. Is English your first language?  Yes  No 11b. If no, TOEFL score: \_\_\_\_\_ Date taken: \_\_\_\_\_

12. Have you ever enrolled at Tatung University before?  Yes  No If yes, dates: \_\_\_\_\_

13. Provide the following information for the university you are currently attending. List any degree(s) earned or expected.

\_\_\_\_\_  
(NAME OF UNIVERSITY)

\_\_\_\_\_  
(MAJOR)

\_\_\_\_\_  
(DATES OF ATTENDANCE)

\_\_\_\_\_  
(DEGREE & DATE)

14. Have you ever been charged with a violation of the law which resulted in probation, community service, a jail sentence, or the revocation or suspension of your driver's license?  Yes  No

**I certify that all statements in this application are complete and true.** \_\_\_\_\_  
(Inaccurate information may result in denial of this application or dismissal.) (SIGNATURE) (DATE)

**The exchange coordinator at the sending university should complete the following:**

**This applicant is a nominee for participation on this exchange program.** \_\_\_\_\_  
(SIGNATURE) (DATE)

\_\_\_\_\_  
(TITLE)

# TATUNG UNIVERSITY

## PROOF OF FINANCIAL SUPPORT

Students must provide us with financial proof showing that you have sufficient financial means to cover your living expenses while studying in Taiwan (Document of financial support with a minimum balance of US\$4,000 /NT\$100,000 for one academic year, or US\$2,000/NT\$50,000 for one semester).

1. Applicant's name: \_\_\_\_\_  
(LAST/FAMILY) (FIRST/GIVEN) (MIDDLE)

2. Please show below the financial sources and amounts (in U.S. dollars), and supplement with supporting documents (e.g. bank statement) in **English**, that you will have to cover all educational and living expenses for yourself (and any dependents accompanying you) during the period of your study at TTU.

### SOURCE OF FUNDS

### AMOUNT PROVIDED TO APPLICANT

#### Personal Sources

Applicant's savings (attach bank statement of account) \$ \_\_\_\_\_  
Applicant's salary while on leave (attach annual salary statement) \$ \_\_\_\_\_  
Family member's savings (attach bank statement of account) \$ \_\_\_\_\_  
Family member's salary (attach annual salary statement) \$ \_\_\_\_\_  
Other personal or family income (attach documentation) \$ \_\_\_\_\_

#### Organizational Sponsors

Taiwanese Government Agency (specify \_\_\_\_\_) \$ \_\_\_\_\_  
International Organization (specify \_\_\_\_\_) \$ \_\_\_\_\_  
Government \$ \_\_\_\_\_  
Other (specify \_\_\_\_\_) \$ \_\_\_\_\_

#### Scholarship (attach detailed scholarship award letter)

Name of organization: \_\_\_\_\_ \$ \_\_\_\_\_

3. **Declaration of Support from Financial Sponsor.** (If you have more than one sponsor, please make a photocopy of this form for their completion)

Name: \_\_\_\_\_ Relationship to student: \_\_\_\_\_  
(PLEASE PRINT CLEARLY)

Address: \_\_\_\_\_

Sponsor citizenship: \_\_\_\_\_

I promise to provide the funds indicated above: \_\_\_\_\_ Date: \_\_\_\_\_  
(SPONSOR'S SIGNATURE)

4. My signature certifies that all information provided on this form is complete and accurate, and that I agree that I am responsible for all expenses I incurred during my attendance at TTU.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

# TATUNG UNIVERSITY

## AGREEMENT TO RELEASE LIABILITIES

By signing is document, I, \_\_\_\_\_, hereby agree to exculpate Tatung University, Tatung Corporation, my internship sponsor, my host family and its other members, staff, affiliates and subsidiaries whichever applicable from any liability resulting from tort, breach of fiduciary duty, and act or omission occurred during, in relation to, or associate with the administration or activities of the exchange programs, internship programs, and/or other academic cooperation projects. None of the above party, including any person, firm, or corporation of such party shall be held personally liable for any damages unless the wrongful act /omission constitutes gross negligence, self-dealing, bad-faith or intentional harm. In addition, even if I am to hold the wrongdoer personally liable, I agree that myself, my family members, my guardians, my university, my employer, and anyone who might have a claim against the wrongdoer, are not to hold Tatung University, Tatung Corporation, and/or the subsidiaries of Tatung Corporation vicariously liable for any wrong or damage caused by the wrongdoer(s).

I have carefully read through and fully understand the content of this document. I am also fully aware of all the effects and consequences for signing this agreement.

Student (signature): \_\_\_\_\_ Date: \_\_\_\_\_

Student Name (print): \_\_\_\_\_  
Last Name First name/Given name Middle Name

Student Passport No.: \_\_\_\_\_

Passport Issuing Country: \_\_\_\_\_