

National Yang-Ming University

Enrollment Procedure Sheet for the 2017 Semester

Institute :

Master

Ph.D.

Student Number :

Name :

Organizer		Procedure	Signature/Stamp
Chairman's office		Guidance of course selection. (Go to your department office at first.)	
Office of Academic Affairs Registration Section		1. Examine your passport and original certificate.(Graduation Diploma) 2. Prepare a hardcopy of the verified certificate for submission.	
		2. Check whether you have already completed your on-line registration.	
Counseling Center		Check whether you have completed on-line "Mental and Physical Health Questionnaire."	
Office of Student Affairs	Living Guidance & Overseas Students Section	Check your personal information and whether you have completed your on-line registration.	
	Health and Medical Care Section	Hand in "Health Form" and do the health examination.	
Military Training Office		X	
Office of General Affairs Payroll Section		Hand in your receipt of tuition fees.	
Office of Academic Affairs Registration Section		1. Hand in this Enrollment Procedure Sheet back. 2. The Registration Section will issue your student card after the enrollment procedure is completed. (Student card Issuance Date:_____)	