

# I-SHOU UNIVERSITY

## Registration Form for Current International students and Overseas Chinese students

Personal Information			
Chinese Name		English Name	
Student ID		Year	
Major			
Program	<input type="checkbox"/> Bachelor <input type="checkbox"/> Master <input type="checkbox"/> Doctorate	Nationality	
E-mail		Mobile	
Housing	Please fill in the housing information below if you live off-campus. Residential Address : Landlord Name and Phone # : If this is your first semester living off-campus, please submit the parental agreement form to OIA prior to the moving date.		
<b>Notice:</b> <input type="checkbox"/> Tuition Payment Methods: 1. Please print the payment slip from the ISU Information System and make payment at a post office or any of the four convenience stores (7-Eleven, FamilyMart, Hi-Life, or OK). Note: The maximum payment amount at Hi-Life is NTD 40,000. 2. Online credit card payment is also available through the ISU Information System. <input type="checkbox"/> Registration procedure : 1. <b>MUST complete this form</b> (the three-step registration process); failure to do so will be regarded as <b>incomplete registration</b> , and the student will be <b>dismissed in accordance with university regulations</b> if any of the following conditions apply: <ul style="list-style-type: none"> <li>International students who are awarded a <b>full I-Shou University scholarship</b>, meaning the tuition payment slip shows an amount of <b>TWD 0 or a negative balance</b>; or</li> <li>Students who <b>fail to complete payment by February 11, 2026</b>.</li> </ul> 2. <b>NO NEED to fill out this form:</b> Students who <b>complete payment by February 11, 2026</b> are considered to have <b>completed the registration process</b> 3. After completing registration, students may download the <b>Certificate of Enrollment</b> from the ISU Information System. There is <b>no need to present a student ID to the Registration Division for a registration stamp</b> . 4. <b>Students who fail to complete the registration process by March 6, 2026 will be dismissed in accordance with university regulations.</b> <input type="checkbox"/> Add & drop course: 1. The course add/drop period will be conducted online from <b>February 23 to March 1, 2026</b> . 2. Students who <b>have not completed the full registration process by March 1, 2026</b> will <b>not be permitted to add or drop courses</b> . <input type="checkbox"/> ARC extension : After completing registration, please use your Certificate of Enrollment to apply online for an extension of your permit before its expiration date (Overseas Chinese and international students: within 90 days prior to expiration; Mainland China and Macao students: within 30 days prior to expiration).			
Step 1	Step 2	Step 3	
<b>Office of International Affairs (OIA)</b>	<b>Cashier Section</b> Located on 1F of the Administration Building	<b>Registration Section</b> Located on 1F of Administration Building	
Report to OIA <u>Students on Medical Campus shall report to the Campus Life Guidance</u>	Submit your receipt of payment.	Submit this form to the Registration Office in order to register.	
(Received by)	(Received by)	(Received by)	

# 義守大學

## 境外生(港澳僑陸外生)在校生補註冊程序單

基本資料			
中文姓名		英文姓名	
學號		年級	
系所			
學制	<input type="checkbox"/> 博士班 <input type="checkbox"/> 碩士班 <input type="checkbox"/> 學士班	國籍	
email		手機	
住宿	本學期末住宿學校宿舍同學，請務必填寫以下資料： ※首次租賃校外住宿同學，請務必將家長同意書繳至國際事務處 租賃地址： 房東姓名及電話：		
<b>※備註：</b> <b>一、學雜費繳費說明如下(共兩種)：</b> (一) 請自行於義守大學應用資訊系統列印繳費單後，持繳費單至郵局、超商(7-11、全家、萊爾富、OK) 繳費。(注意：萊爾富繳納金額上限為台幣四萬元)。 (二) 應用資訊系統亦提供信用卡線上繳費服務。 <b>二、註冊程序說明如下：</b> (一) <u>務必填寫此單</u> (完成3步驟註冊程序)，未完成者視同未註冊，將依學校規定予以退學： 1. 獲得義守大學外國學生全額獎助學金之境外生，亦即學費繳費單金額為 <b>0</b> 或負數；或， 2. 未於 <b>2026年2月11日</b> 前完成繳費者。 (二) 於 <b>2026年2月11日</b> 前完成繳費之學生，即代表註冊程序完成， <u>毋須填寫此單</u> 。 (三) 註冊程序完成後，即可至應用資訊系統下載在學證明，不需持學生證至註冊組加蓋註冊章。 <b>(四) 3月6日前未完成註冊程序者，依學校規定予以退學。</b> <b>三、加退選課程說明如下：</b> (一) 2026年2月23日至3月1日開放網路加退選課程。 (二) <b>2026年3月1日</b> 前未完成完整註冊程序之學生，將無法加退選課程。 <b>四、居留證更新說明如下：</b> 註冊後，請持在學證明，於居留證到期前，線上自行申辦居留證延期 (僑外生: 期滿前90天內、港澳生: 期滿前30天內)			
<b>步驟1</b> 國際事務處 報到 備註：醫學分部同學請至分部生活輔導組報到		<b>步驟2</b> 出納組 出示繳費單收據 備註：醫學分部同學請至分部出納組出示交繳費單收據	
<b>步驟3</b> 註冊組 繳回註冊程序單 備註：醫學分部同學請至分部註冊組繳回註冊程序單			
(承辦人簽章)		(承辦人簽章)	



