# 輔仁大學交換學生計畫申請文件檢覈表
## Fu Jen Catholic University
## Student Exchange Program
## Document Checklist for Applications

- 此表僅供核對使用，無須繳交。
  This checklist is simply a guide. It does not need to be submitted with your application package.

<div style="background-color:#f8cbcb">

下列文件請依照順序，彩色掃描成一份 **PDF 檔案：**
**Please make color scans of the following documents and combine them into a single PDF in the order shown below:**

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| 外籍生<br>港澳籍生<br>International students and students from Hong Kong or Macao | 陸籍生<br>Students from China | 第三地陸籍生<br>Chinese students applying from outside China | 文件項目<br>Required Documents |
|:---:|:---:|:---:|---|
| ○ | ○ | ○ | 申請表<br>Application Form |
| ○ | ○ | ○ | 歷年成績單<br>● 中文或英文<br>Complete academic transcripts<br>● Must be in English or Chinese |
| ○ | ○ | ○ | 教師推薦信<br>● 中文或英文<br>Recommendation letter from an instructor<br>● Must be in English or Chinese |
| ○ | ○ | ○ | 在學證明<br>● 中文或英文<br>● 最近 1 個月內開立<br>Certificate of Enrollment (at your home university)<br>● Must be in English or Chinese<br>● The certificate must have been issued within one month of the date you apply |
| ○ | | | 護照個人資料頁<br>Information page from your passport |
| | ○ | ○ | 中國身分證正反面<br>● 須掃描於同一頁面<br>Copy of both sides of your PRC national ID<br>● Both sides must be scanned on the same page |
| ○ | ○ | ○ | 語言能力證明<br>● 中文或英文<br>● 請參閱系所規定<br>Proof of language proficiency<br>● Must be in English or Chinese<br>● Check requirements of individual programs |

下列文件請個別彩色掃描為 **JPG** 檔，解析度至少 **150dpi**：
**Please make individual scanned color copies of the items below (minimum resolution of 150dpi):**

| 外籍生<br>港澳籍生<br>International students and students from Hong Kong or Macao | 陸籍生<br>Students from China | 第三地陸籍生<br>Chinese students applying from outside China | 文件項目<br>Required Documents |
|---|---|---|---|
| ○ | ○ | ○ | 大頭照<br>● 1 年內拍攝之彩色照片，白色背景，不可為合成照<br>● 直 4.5 公分，橫 3.5 公分<br>● 脫帽，未戴有色眼鏡<br>**ID photo**<br>● Must have been taken within the past year<br>● Photo must be taken in color against a white background and not altered<br>● 4.5 cm X 3.5 cm (height X width)<br>● Hats or tinted glasses may not be worn in the photo |
| | ○ | ○ | 中國身分證正反面<br>● 須掃描於同一頁面<br>**Copy of both sides of your PRC national ID**<br>● Both sides must be scanned on the same page |
| | ○ | ○ | 在學證明<br>● 中文或英文<br>● 最近 1 個月內開立<br>**Certificate of Enrollment (at your home university)**<br>● Must be in English or Chinese<br>● The certificate must have been issued within one month of the date you apply |
| | | ○ | 護照個人資料頁<br>**Information page from your passport** |