

# 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.

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:

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

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):

<p>外籍生 港澳籍生 International students and students from Hong Kong or Macao</p>	<p>陸籍生 Students from China</p>	<p>第三地陸籍生 Chinese students applying from outside China</p>	<p>文件項目 Required Documents</p>
○	○	○	<p>大頭照 最近 2 年內所攝之彩色正面照片，足資辨識人貌，脫帽、未戴有色眼鏡，清晰的眼、鼻、口、臉、兩耳輪廓。白色背景，相片不修改，不得使用合成相片。</p> <p><b>Passport photo</b> Colored, unedited, front-facing photograph taken within the last two years that clearly shows your facial features. Ensure that you are not wearing a hat or tinted glasses and that your eyes, nose, mouth, face, and both ear contours are not covered. The background should be white, and the photo should not be digitally altered or composited.</p>
	○	○	<p>中國身分證正反面 ● 須掃描於同一頁面</p> <p><b>Copy of both sides of your PRC national ID</b> ● Both sides must be scanned on the same page</p>
	○	○	<p>在學證明 ● 中文或英文 ● 最近 1 個月內開立</p> <p><b>Certificate of Enrollment (at your home university)</b> ● Must be in English or Chinese ● The certificate must have been issued within one month of the date you apply</p>
		○	<p>護照個人資料頁 <b>Information page from your passport</b></p>