**淡江大學赴外短期交流校內申請表**

**Tamkang University Internal Application Form**

**for Short-term Study Abroad Programs at Partner Institutes**

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| **基本資料Personal Information** |
| 中文姓名/Chinese Name |  |
| 英文姓名/English Name\*如護照/as shown on passport |  |
| 性別/Gender | □男/M □女/F |
| 出生日期/Date of Birth | 西元 年/YYYY 月/MM 日/DD |
| 國籍/Nationality |  | 學號/Student ID No. |  |
| 就讀院系所組/Degree program at TKU |  | 年級/Grade |  |
| 連絡電話/Phone No. |  |
| 電子郵件信箱/Email |  |
| 緊急聯絡人/Emergency Contact  | 姓名Name |  |
| 關係Relation |  |
| 電話Phone No. |  |
| 申請計畫名稱/Program Name |  |
| 參加動機/Motivation |  |
| 申請人簽名/ Signature | **茲同意貴處引用本人申請表列個資，供本活動作業之用。****I agree to provide the above personal information to TKU OICSA for application use.****申請人簽署及日期/****Applicant’s Signature (Date)：** |

保 證 書
Letter of Guarantee

 茲保證（請填系所年班） 學生（請填姓名）

學號： 參加（請填活動名稱）

，必將遵守下列規定，否則願意接受本校相關校規之處分：

This is to certify that student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ in (Department/grade/class) ,(StudentID \_ has applied for . If accepted, will abide by the following rules, or willingly accept the relevant punishments stipulated in the school’s regulation.

1. 恪遵本校及姊妹校之相關法規及其給與之待遇，絕不做出任何有損校譽之行為。

I will abide by the relevant regulations of TKU and the partner university and will not behave in ways that may damage both schools‘ reputations.

1. 對於本活動內容，均已確實瞭解，並願配合辦理。

I am fully aware of the relevant operating method, rights and obligation of this program and willing to cooperate.

1. 非因不可抗力之因素，不得以任何理由放棄。

Other than for unavoidable reasons, students are not allowed to give up their qualifications.

1. 海外活動期間，須自行投保旅遊平安險。

I will buy insurance that covers the whole period of my travel by myself.

 申請人： （簽名）

 家長（監護人）： （簽名）

中 華 民 國 年 月 日