

# Tamkang University University Development Plan “Internationalization as Principal” Application Form for Overseas Activity Subsidy 【B】

107 (of the College)

※ Complete documents · neat handwriting

Double-sided print

Name ( same as passport ) ( Chinese ) ( English )		Department  Dept.      Year		( 2-inch photo )
ID No.(ARC No.)		Student ID No.		
Contact Information (Applicant) ( Mobile ) ( E-mail )				
Activity	Category	<input type="checkbox"/> 1. Short-term study in partner university (without credit) <input type="checkbox"/> 2. Overseas internship (within 1 month)	Documents	<input type="checkbox"/> 1. Internship Plan <input type="checkbox"/> 2. Admission notification <input type="checkbox"/> 3. Certificate of Int-ernship
	Country ( city, state, country )		School/Institute	
	Duration : From                      (y)      (m)      (d) till                      (y)      (m)      (d)			
<b>Declaration</b>				
I hereby declare that I have read and committed to follow the the Guidelines of Subsidies of the College of Business Management to apply for the subsidy. If any information provided is false or incorrect, I will return the subsidy without objection, and assume all legal responsibility if there is any.				
Signature of Applicant :				(y)      (m)      (d)
Chair' comment				
Signature/Stamp of Chair :				(y)      (m)      (d)

※ Applicant shall fill in the application form and apply directly to college office.

※ For related questions, please contact (02)2621-5656 · ext. 3629

※ Double-sided print for environmental protection

**Declaration for Personal Data Protection**

The collection, dealing and usage if personal data of applicants are in line with related laws and requirements. The College will also take measures to protect the data. All personal data collected will only be used for the application.

**Signature :**

(y)

(m)

(d)

**Documents for Reimbursement**

Submit after the activity or by 2 weeks before school year end if the activity has not started ;

Submit together with application forms if activity has ended

- 1. Application form for travel expense (provided by the college after subsidy is granted, signed by applicant)
- 2. (1) Photocopy of biological data page of passport (photocopy of ARC of foreign nationals, Entry/Exit permit of people from mainland China Area)  
(2) Photocopy of passport page with entry/exit stamp by R.O.C (For speed clearance, please provide certificate of entry and exit dates)
- 3. Reimbursement documents **(All materials shall be ready.)**
  - (1) Original copy of collections and payment transfer receipt issued by travel agency or certificate of online ticket purchase **(company : Tamkang University · GUI No. : 37300900)**  
**※For ecopy of receipts, please note “This is not for other reimbursement ” and sign on it °**
  - (2) Original copy of E-ticket
  - (3) Original copy of boarding passes of return flight
  - (4) Photocopy of postal passbook account no. of applicant (Remittance charge shall be covered by applicant if bank accnount no. is provided.)
- 4. Ecopy of report of international exchange study (PDF file)  
(500 words and 10 photos. Please send the report to the email address of case officer. )  
**※ Compile all documents in order of application form, supporting documents and receipts with foldback clip for submission.**

**Result of review**

(For the college only)

Not approved

Approved\_Subsidy :

NTD

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-----Rip -- Along -- This -- Line-----

All documents for reimbursement from applicant (fill by student) are received.

Signature of case officer :

(y)

(m)

(d)