

Exchange Student Report Form

College of International Affairs, National Chengchi University

- ❖ Please answer the following questions in order and submit the completed file within two months after returning to Taiwan. The report should be sent to ocia@nccu.edu.tw, attention to Assistant Tsai at the College Office.
 - ❖ Please use the following email subject format:
[Department/Program_Student Name_Exchange Student Experience Report]
This report will also be published on the College website for future exchange students' reference.
 - ❖ Formatting Requirements:
Please use DFKai-SB font, font size 12, and 1.5 line spacing throughout the document. Full-text bold formatting is unnecessary; however, important points may be highlighted using bold text, colors, or underlining.
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Basic Information

Date: _____ (YYYY/MM/DD)

Department/Program and Year Level:

Student ID Number:

Name:

Host Institution and Department/Program (Full Official Name):

Exchange Period:

From _____ (Year/Month) to _____ (Year/Month)

Exchange Student Report

(Each section should contain at least 300 words and include at least five photos in total.)

I. Pre-Departure Preparation

Please describe your preparations before departure, including visa application procedures, airport pickup arrangements, and other related matters.

II. Academic Experience

Please describe course registration procedures, classroom experiences, academic performance, and learning outcomes.

III. Student Organizations and Extracurricular Activities

Please share your experiences participating in student organizations, clubs, and extracurricular activities.

IV. Daily Life

Please describe the living environment at the host institution, including accommodation, transportation, food, and daily life.

V. Cultural Exchange

Please share your experiences interacting with local students, international students, or local residents, including any cross-cultural experiences.

VI. Expenses and Financial Planning

Please describe the costs incurred during the exchange program, including monthly living expenses and scholarships or financial aid received.

VII. Photo Documentation

Please provide at least five photos with captions or brief descriptions.