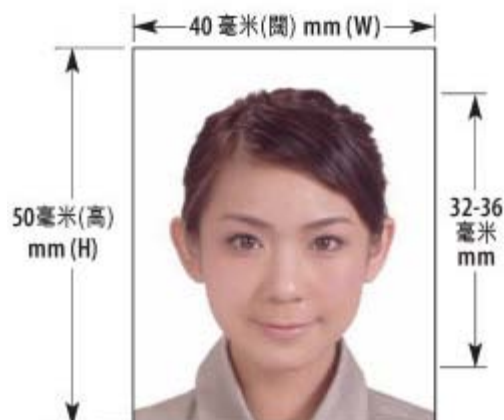


Check List for Registration (Exchange & Visiting Students)

One recent color photo for student card



- i. Taken within the last 6 months to reflect your current appearance
- ii. The size must be not larger than 55mm x 45mm and not smaller than 50mm x 40mm
- iii. Taken in full face view directly facing the camera
- iv. Do not wear a hat or head covering that obscures the hair or hairline. Your full-face must be visible, and the head covering must not cast any shadows on your face
- v. Sunglasses, headphones, wireless hands-free devices or similar items are not acceptable in your photo
- vi. Taken in front of a plain background in mid-range (i.e., not too light and not too dark) colors
- vii. The color of blue is preferred. Please do not use white or black for the background

A valid passport and two sets of passport copy

(Including the personal information page and the page of visa stamp/sticker)

Registration Confirmation Sheet

(Please print the confirmation page of your registration timeslot selection)

Admission letter

Stationery (e.g. ball pen, correction tape, glue, etc)