

# Handbook for Incoming Exchange Students

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## School of Medicine National Cheng Kung University NCKU

4F, Cheng-Hsing Campus, No. 1,  
University Road, East District 701,  
Tainan City, Taiwan ([Google Pin](#))

## National Cheng Kung University Hospital

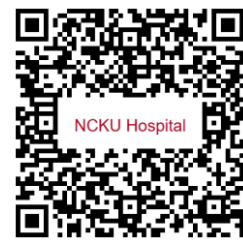
No. 138, Sheng Li Road, Tainan City  
704, Taiwan ([Google Pin](#))



School of Medicine



College of Medicine



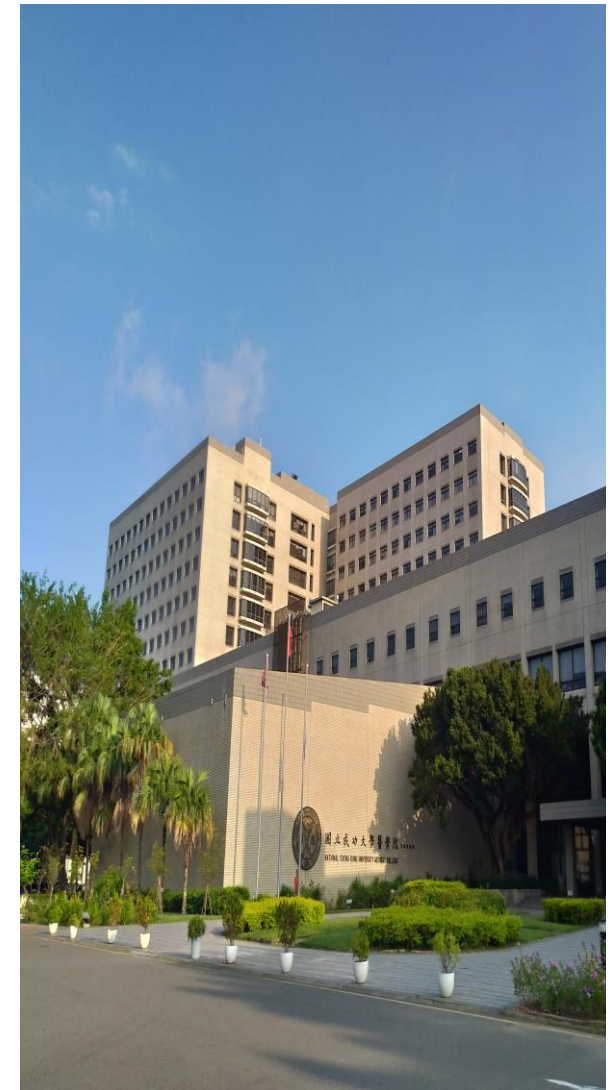
NCKU Hospital



NCKU

# NCKU

School of Medicine, College of Medicine





## Application

1. Application form ([click](#))
2. CV
3. One recommendation letter
4. Transcript
5. Statement of purpose
6. Photocopy of passport (bio page)
7. Headshot
  - Please submit the above documents 6 months prior to the begin of desired rotation period.
8. Vaccination form (in English) ([click](#))
  - Students need to email the signed/stamped vaccination and immunization proof 1 month prior to enter the NCKU Hospital.

## Before Arrival

Please email us the following:

1. Flight information
2. Accommodation address
3. Original copy of the Vaccination form signed/stamped (1 month prior)

## Arrival

1. Bring the original signed and stamped copy of the vaccination form
2. Dress code: Semi-formal. White coat, scrubs, personal stethoscope, reflex hammer, pen light etc. (If applicable)
  - Meet the administration staff at the School of Medicine office at 9 am.
  - After registration, you will be led to the Hospital department to begin the elective rotation.

## Departure

1. Google survey ([click](#))

Please submit survey at the end of your exchange program.  
Your feedback matters.



2. Meet the Chair of the School of Medicine
3. Return the ID badge
4. Elective Training Certificate

## Contact

Ada Huang / Administrative coordinator  
School of Medicine, NCKU  
Phone: +886-6-235-3535 ext. 5018  
Email: [z10912010@email.ncku.edu.tw](mailto:z10912010@email.ncku.edu.tw)

## Exchange information

1. Accommodations in Tainan ([click](#))
2. Weather Administration ([click](#))
3. Local traffic safety ([click](#))
4. NCKU campus map ([click](#))
5. Currency exchange
  - (1) approx. rate USD1 to NTD32 ([Bank of Taiwan](#))
  - (2) Where to exchange currency:
    - Banks in TPE and KHH airport within the business hours.
    - TCB Bank ([click](#)) stationed at the NCKU Hospital (1F Inpatient Building)
  - (3) ATM machines, please check with your bank if bank card can withdraw NTD cash in Taiwan.

## 6. Transportation

- (1) From TPE / KHH airports:
  - Metro Taoyuan ([click](#))
  - High Speed Rail ([click](#))
  - Public bus information is available at the airport arrival ([TPE click](#)) ([KHH Click](#)),
- (2) Taiwan Railway ([click](#))
- (3) Local transportation in Tainan:
  - City bus ([click](#))
  - You Bike ([click](#))

7. Finding ROC Embassies and Missions Abroad at MOFA ([click](#)) in your home country for a **visa application, if applicable.** ([click](#)) Type: Visitor Visa.

8. **SIM card** can be purchased at the Arrival area (lobby) after landing, a few carrier options and its packages to choose from.

## Check list:

- Application Form
- CV
- Recommendation Letter
- Transcript
- Statement of Purpose
- Photocopy of Passport
- Headshot
- Vaccination and Immunization Form
- 
- Flight tickets
- Passport
- Visitor VISA (if applicable)
- 
- Accommodation
- Travel insurance
- Personal belongings, and scrubs, stethoscope, reflex hammer, pen light etc. (if applicable)

