

Yuan Ze University
Application Summary Form for Study Abroad Scholarship
(Form 1: Fill in by undertaking professor or secretary)

Fill in Date : Y M D

Program Name						
Program Date	From	Y	M	D	Until	
Program Destination						
Number of Participant (including foreign student)	Professor :	person	、	Student :	person	、
	Administrative Staff :	Person	、	Non YZU Personnel :	person	
Application Unit		Coordinator/Extension				
Purpose of Program						
Program Context (including schedule)						
Program Features (500 words and above)						
List of Participating Students (including foreign students)						
Name	Student ID	Sex	Department	Citizenship	Amount of Scholarship	
					Global Affairs Office	Department
Total						

Stamp of Coordinator :

Stamp by Head and Dean :

Yuan Ze University

Report on Exchange Program

(Form 2: Fill in by undertaking professor or secretary)

Fill in Date : Y M D

Coordinator :

Project ID/ Title	(Fill in by Approval Unit)		
Undertaking Department/ Unit			
Program Name			
Presenter			
Program Date	From	Y	M
	Until		D
Program Destination			
Number of Participant (including foreign student)	Professor :	person	Student : person
	Person	Non YZU Personnel :	person
Program Coordinator		Extension	
Purpose of Program			
Program Context			
Program Features (500 words and above)			
Activity Photos			
(Provide at least five JPG images with a resolution of 300 dpi or higher, along with a description within 30 characters)			
(Insert photo)		(Insert photo)	
(Insert description)		(Insert description)	

(Insert photo)	(Insert photo)
(Insert description)	(Insert description)
(Insert photo)	(Insert photo)
(Insert description)	(Insert description)

Questionnaire Result and Implementation Outcomes

I. Questionnaire Analysis (Form content can be adjusted according to survey questions)

Distributed questionnaires : _____ 、 Questionnaires with valid responses : _____

Questionnaires (Total _____) Survey of satisfaction	Strongly agree	Agree	Average	Disagree	Strongly disagree
1. This event was overall very satisfying to me					
2. This activity is helpful to me / can strengthen my skills					
3. Looking forward to attending again next time or recommending others to attend					
4. Actual content matches the program context					
5. The attendees are highly engaged					
6. Smooth flow of events					
7. The schedule of activities is appropriate					
8. The location is convenient					

Other opinion and suggestions (Please list-out) :

II. Implementation Outcomes

Related Documents	(Agendas, methods, manuals, registration forms, sign-in sheets, handouts, promotional DM, promotional posters, related websites, briefings, audio-visual materials, etc.)
Remarks	<ol style="list-style-type: none">1. Within 2 weeks after the program is held, email the "Report on Exchange Program", the original photo file, and all attachments to the review unit coordinator.2. The contents of each item on this form must be filled in carefully.