

Yuan Ze University

Letter of Undertaking

Outgoing Exchange and Dual-Degree Program

My name is _____, Student ID _____ and I am a student at Department of _____ Year _____ of Yuan Ze University. I intend to apply for the exchange/dual-degree program at (host university name) nominated by the **Global Affairs Office** of Yuan Ze University. The period of my exchange is from _____ Year _____ Month until _____ Year _____ Month (_____ Academic Year _____ Semester). I understand and agree to adhere to the following rules:

1. I have carefully read and understood the provisions of "Yuan Ze University Regulations for Study and Studentship Management of Students Going Abroad or to Mainland China", "Yuan Ze University Regulations for Students Studying Elective Courses Abroad", "Yuan Ze University Regulations for Study Abroad Scholarship", and "Yuan Ze University Selection Guidelines for MOE Taiwan Study Abroad Projects." I am aware of their contents and accept their requirements.
2. My parents and I have been informed of the exchange/dual-degree student selection regulations. In the event of any changes to the reciprocal conditions set by the host university/institution, I fully agree to abide by the notifications and have no objections.
3. While studying abroad at the host university/institution, I understand that I must still enroll at my home university and pay full tuition fees. I also acknowledge that I am responsible for making the necessary arrangements for travelling abroad (including visa application and purchasing plane tickets) and completing the admission procedures of the host university/institution.
4. During the period of studying at the host university/ institution abroad, I understand the importance of maintaining close contact

with the **Global Affairs Office**. I will adhere to all regulations and guidelines set by both the host and home university/ institution. I will not engage in any activities that could harm either university/institution's reputation. In the event of any violations, I accept that I may be subject to disciplinary measures from both universities/institutions.

5. If my application to the host university/ institution is rejected during the review process or if I am unable to proceed with the exchange for any reason, I understand that I will lose my eligibility as an exchange/dual-degree student. In the event that I am granted the opportunity to participate in an exchange program, I am committed to abiding by the designated exchange period set by both the host and home universities/ institutions. I understand that changing the exchange period without proper authorization may have consequences and could potentially affect future opportunities for other students to participate in exchange/dual-degree programs.
6. I agree to submit a deposit of NTD 5,000, along with this undertaking, after being nominated by the **Global Affairs Office** for the exchange student program. The deposit will be refunded upon my return from the exchange program. However, if I voluntarily relinquish my exchange student status without any valid reasons, the deposit will not be refunded, and my application privileges will be suspended for one semester.
7. I understand that I can apply for exchange programs through different channels simultaneously. However, I acknowledge that I must confirm my choice of host university/ institution and channel before the nomination deadline. I must also refrain from occupying multiple application quotas at the same time to avoid impacting other students' rights.
8. During the exchange period, I understand that I am not allowed to apply for Suspension or Termination of Studies of Schooling, or voluntarily abandon my studies and return to my home country. In the event of special or emergency circumstances that require me to abandon the exchange and return home before the completion of the exchange period, I agree to seek approval from both the host and

home university/ institution. Suspension or Termination of Studies of Schooling will be processed according to the regulations of Yuan Ze University.

9. It is understood that if I am granted approval to suspend or terminate my studies of schooling, or that I voluntarily abandon my status as an **exchange student**, my eligibility for scholarships or financial aid will be revoked. If any scholarships or financial aid have already been disbursed, I agree to repay the received amount within 30 days of notification from the university. Failure to repay the amount within the specified timeframe may result in enforcement measures as stipulated in Article 148 of the Administrative Procedure Act. I will be responsible for any legal and enforcement expenses incurred.
10. Upon completion of the exchange program, I am required to return to Yuan Ze University within two months. Unless due to force majeure circumstances, I am not permitted to discontinue my studies at the host university/ institution. I am also not permitted to remain in the host university's/institution's country beyond the designated exchange period. It is strictly prohibited to overstay in the host university's/institution's country after the exchange program ends. If I violate these regulations and engage in unlawful activities, in addition to civil and criminal liability, severe cases may result in expulsion from the home university.
11. If my participation in the exchange program affects my graduation timeline or raises credit transfer issues, I will take full responsibility for any consequences that may arise.
12. Taiwanese male exchange/dual-degree students must comply with all relevant legal procedures and return to R.O.C. Taiwan promptly upon completion of the exchange/dual-degree period. Any violation of this requirement will result in full legal responsibility for their actions.
13. It is my responsibility to obtain comprehensive insurance coverage (including medical and accident insurance) with sufficient coverage before participating in the exchange/dual degree program.
14. I understand that during my study abroad period, I am responsible for my personal safety and well-being. The **Global Affairs Office**

will provide administrative support for academic exchange matters but is not responsible for my personal welfare or legal obligations while I am abroad.

15. I understand that participating in this program requires me to fulfill the minimum credit requirements for exchange students. This is typically four courses or 12 credits (subject to the host university's/institution's regulations if they have specific requirements). I am aware that the exchange courses should primarily consist of academic courses related to my field of study, with at least half of the courses being within my major (please provide the course selection list if available). For dual-degree students, the credit requirements will be based on the host university's/ institution's regulations. The duration of the scholarship will be determined according to the specific scholarship regulations. It is generally limited to one academic year for the same applicant and educational level.
16. During the exchange/dual degree program, it is necessary to adhere to the course selection regulations of both the host and home universities/ institutions. Failure to comply with these regulations may result in scholarship eligibility being revoked. Following completion of the overseas study program, if the average grade falls below 70 (undergraduate) or 80 (graduate), if a failure in any course occurs, or if less than 12 credits are completed, the scholarship will be automatically revoked.
17. Upon returning from the Study Abroad Program, it is required to submit a Report of the Study Abroad Program within a specified period. Additionally, within 14 days of returning to the home country, the following documents should be submitted: electronic flight tickets, round-trip original boarding passes, and a copy of the student ID from the host university/ institution. The **Global Affairs Office** will provide the detailed list of required documents and the submission timeline. Failure to provide the necessary documents may result in the non-disbursement of the scholarship. In the event that the scholarship has already been disbursed, the full amount must be repaid within 14 days from the date of notification. Failure to

repay within the specified period may result in enforcement measures in accordance with Article 148 of the Administrative Procedure Act. This may include the obligation to compensate for legal and enforcement expenses. Upon returning to the home country, the student will provide assistance and cooperation for the purpose of sharing experiences and participating in promotional activities related to the exchange/dual degree program. The intellectual property rights of the study results and reports belong to Yuan Ze University.

I understand and agree to the aforementioned provisions. In the event of non-compliance with the regulations or failure to meet the deadlines, I acknowledge that my status as an exchange student may be revoked by the university, and I will forfeit the related rights and privileges associated with the exchange program. I have no objections to these conditions and hereby affirm my commitment.

This affidavit is prepared in duplicate, with one copy to be kept by the undersigned and another copy to be retained by the Global Affairs Office for reference.

Hereby Acknowledged to
Yuan Ze University

Undersigned (Student)

Name : _____ (Signature or Stamp)

ID/ ARC : _____

Household Address : _____

Contact Number : _____

Republic of China (Taiwan) _____ Y _____ M _____ D

Parent of Undersigned

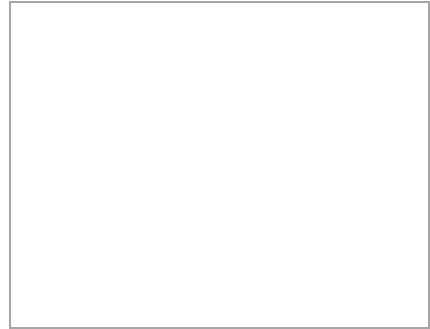
Name : _____ (Signature or Stamp)

Contact Number : _____

Republic of China (Taiwan) _____ Y _____ M _____ D

Global Affairs Office

Unit Stamp and Coordinator's Stamp :



Republic of China (Taiwan) _____ Y _____ M _____ D

Paying/ Returning of Deposit

Paying Paid by (Student) : _____

Received by (**GAO**) : _____

Date of paying : R.O.C (Taiwan) _____ Y _____ M _____ D

Returning Returned by (**GAO**) : _____

Received by (Student) : _____

Date of returning : R.O.C (Taiwan) _____ Y _____ M _____ D