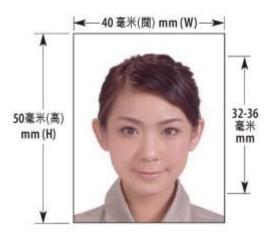
Check List for Exchange & Visiting Students

□ <u>One</u> 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 <u>blue</u> is preferred. Please do not use white or black for the background
- □ A valid passport and <u>two</u> sets of passport copy <<u>One set is for student card application and the other</u> set is for the Faculty's record>

Including the personal information page and the page of visa stamp/sticker/landing slip (please refer to the attached sample)

*Please make sure that you have validated your visa stamp

□ Faculty Orientation Confirmation Sheet

(Please print the email of your registration timeslot selection)

□ Admission letter

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

This is landing slip

