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保存年限：5年

教育部 函

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電子公文

受文者：國立暨南國際大學

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速別：普通件

密等及解密條件或保密期限：

附件：無附件

主旨：通報海外留遊學生及交換生之海外安全作業，請依說明事項辦理。

說明：鑒於近年來天然災害事件不斷，如H1N1、日本地震、海嘯等事故，為提高海外留遊學生及交換生之安全，請各校確實掌握所屬學生海外之動態、居住處所、學生緊急連絡電話等，若獲知學生於國外發生意外事件時，請至本部校安中心網頁(<https://csrc.edu.tw/>)，依「校園安全及災害事件通報作業要點」，按事件等級(區分甲、乙、丙級)通報，亦須電話告知校安中心與本部國際文教處，俾利本部及駐外館處提供即時必要之救難與協助。

研究發展處

正本：各公私立大專校院

副本：本部軍訓處、本部國際文教處(三科)

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擬辦：

一、登載學校網頁公告周知。

二、將來文影送四供研各系所參請知所通九通郵政處，相關流程說明如下。

三、文錄妥後請參。

約用助理員林玉枝

依分層負責規定授權單位主管決行

副教授兼組長阮夙姿

教授兼學務長李玉君

秘書長陳武科

專門委員陳建良

教授陳建良

主任秘書許永欽



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627, 630, 633, 636, 639, 642, 645, 648, 651, 654, 657, 660, 663, 666, 669, 672, 675, 678, 681, 684, 687, 690, 693, 696, 699, 702, 705, 708, 711, 714, 717, 720, 723, 726, 729, 732, 735, 738, 741, 744, 747, 750, 753, 756, 759, 762, 765, 768, 771, 774, 777, 780, 783, 786, 789, 792, 795, 798, 801, 804, 807, 810, 813, 816, 819, 822, 825, 828, 831, 834, 837, 840, 843, 846, 849, 852, 855, 858, 861, 864, 867, 870, 873, 876, 879, 882, 885, 888, 891, 894, 897, 900, 903, 906, 909, 912, 915, 918, 921, 924, 927, 930, 933, 936, 939, 942, 945, 948, 951, 954, 957, 960, 963, 966, 969, 972, 975, 978, 981, 984, 987, 990, 993, 996, 999, 1002, 1005, 1008, 1011, 1014, 1017, 1020, 1023, 1026, 1029, 1032, 1035, 1038, 1041, 1044, 1047, 1050, 1053, 1056, 1059, 1062, 1065, 1068, 1071, 1074, 1077, 1080, 1083, 1086, 1089, 1092, 1095, 1098, 1101, 1104, 1107, 1110, 1113, 1116, 1119, 1122, 1125, 1128, 1131, 1134, 1137, 1140, 1143, 1146, 1149, 1152, 1155, 1158, 1161, 1164, 1167, 1170, 1173, 1176, 1179, 1182, 1185, 1188, 1191, 1194, 1197, 1200, 1203, 1206, 1209, 1212, 1215, 1218, 1221, 1224, 1227, 1230, 1233, 1236, 1239, 1242, 1245, 1248, 1251, 1254, 1257, 1260, 1263, 1266, 1269, 1272, 1275, 1278, 1281, 1284, 1287, 1290, 1293, 1296, 1299, 1302, 1305, 1308, 1311, 1314, 1317, 1320, 1323, 1326, 1329, 1332, 1335, 1338, 1341, 1344, 1347, 1350, 1353, 1356, 1359, 1362, 1365, 1368, 1371, 1374, 1377, 1380, 1383, 1386, 1389, 1392, 1395, 1398, 1401, 1404, 1407, 1410, 1413, 1416, 1419, 1422, 1425, 1428, 1431, 1434, 1437, 1440, 1443, 1446, 1449, 1452, 1455, 1458, 1461, 1464, 1467, 1470, 1473, 1476, 1479, 1482, 1485, 1488, 1491, 1494, 1497, 1500, 1503, 1506, 1509, 1512, 1515, 1518, 1521, 1524, 1527, 1530, 1533, 1536, 1539, 1542, 1545, 1548, 1551, 1554, 1557, 1560, 1563, 1566, 1569, 1572, 1575, 1578, 1581, 1584, 1587, 1590, 1593, 1596, 1599, 1602, 1605, 1608, 1611, 1614, 1617, 1620, 1623, 1626, 1629, 1632, 1635, 1638, 1641, 1644, 1647, 1650, 1653, 1656, 1659, 1662, 1665, 1668, 1671, 1674, 1677, 1680, 1683, 1686, 1689, 1692, 1695, 1698, 1701, 1704, 1707, 1710, 1713, 1716, 1719, 1722, 1725, 1728, 1731, 1734, 1737, 1740, 1743, 1746, 1749, 1752, 1755, 1758, 1761, 1764, 1767, 1770, 1773, 1776, 1779, 1782, 1785, 1788, 1791, 1794, 1797, 1800, 1803, 1806, 1809, 1812, 1815, 1818, 1821, 1824, 1827, 1830, 1833, 1836, 1839, 1842, 1845, 1848, 1851, 1854, 1857, 1860, 1863, 1866, 1869, 1872, 1875, 1878, 1881, 1884, 1887, 1890, 1893, 1896, 1899, 1902, 1905, 1908, 1911, 1914, 1917, 1920, 1923, 1926, 1929, 1932, 1935, 1938, 1941, 1944, 1947, 1950, 1953, 1956, 1959, 1962, 1965, 1968, 1971, 1974, 1977, 1980, 1983, 1986, 1989, 1992, 1995, 1998, 2001, 2004, 2007, 2010, 2013, 2016, 2019, 2022, 2025, 2028, 2031, 2034, 2037, 2040, 2043, 2046, 2049, 2052, 2055, 2058, 2061, 2064, 2067, 2070, 2073, 2076, 2079, 2082, 2085, 2088, 2091, 2094, 2097, 2100, 2103, 2106, 2109, 2112, 2115, 2118, 2121, 2124, 2127, 2130, 2133, 2136, 2139, 2142, 2145, 2148, 2151, 2154, 2157, 2160, 2163, 2166, 2169, 2172, 2175, 2178, 2181, 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3180, 3183, 3186, 3189, 3192, 3195, 3198, 3201, 3204, 3207, 3210, 3213, 3216, 3219, 3222, 3225, 3228, 3231, 3234, 3237, 3240, 3243, 3246, 3249, 3252, 3255, 3258, 3261, 3264, 3267, 3270, 3273, 3276, 3279, 3282, 3285, 3288, 3291, 3294, 3297, 3300, 3303, 3306, 3309, 3312, 3315, 3318, 3321, 3324, 3327, 3330, 3333, 3336, 3339, 3342, 3345, 3348, 3351, 3354, 3357, 3360, 3363, 3366, 3369, 3372, 3375, 3378, 3381, 3384, 3387, 3390, 3393, 3396, 3399, 3402, 3405, 3408, 3411, 3414, 3417, 3420, 3423, 3426, 3429, 3432, 3435, 3438, 3441, 3444, 3447, 3450, 3453, 3456, 3459, 3462, 3465, 3468, 3471, 3474, 3477, 3480, 3483, 3486, 3489, 3492, 3495, 3498, 3501, 3504, 3507, 3510, 3513, 3516, 3519, 3522, 3525, 3528, 3531, 3534, 3537, 3540, 3543, 3546, 3549, 3552, 3555, 3558, 3561, 3564, 3567, 3570, 3573, 3576, 3579, 3582, 3585, 3588, 3591, 3594, 3597, 3600, 3603, 3606, 3609, 3612, 3615, 3618, 3621, 3624, 3627, 3630, 3633, 3636, 3639, 3642, 3645, 3648, 3651, 3654, 3657, 3660, 3663, 3666, 3669, 3672, 3675, 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4176, 4179, 4182, 4185, 4188, 4191, 4194, 4197, 4200, 4203, 4206, 4209, 4212, 4215, 4218, 4221, 4224, 4227, 4230, 4233, 4236, 4239, 4242, 4245, 4248, 4251, 4254, 4257, 4260, 4263, 4266, 4269, 4272, 4275, 4278, 4281, 4284, 4287, 4290, 4293, 4296, 4299, 4302, 4305, 4308, 4311, 4314, 4317, 4320, 4323, 4326, 4329, 4332, 4335, 4338, 4341, 4344, 4347, 4350, 4353, 4356, 4359, 4362, 4365, 4368, 4371, 4374, 4377, 4380, 4383, 4386, 4389, 4392, 4395, 4398, 4401, 4404, 4407, 4410, 4413, 4416, 4419, 4422, 4425, 4428, 4431, 4434, 4437, 4440, 4443, 4446, 4449, 4452, 4455, 4458, 4461, 4464, 4467, 4470, 4473, 4476, 4479, 4482, 4485, 4488, 4491, 4494, 4497, 4500, 4503, 4506, 4509, 4512, 4515, 4518, 4521, 4524, 4527, 4530, 4533, 4536, 4539, 4542, 4545, 4548, 4551, 4554, 4557, 4560, 4563, 4566, 4569, 4572, 4575, 4578, 4581, 4584, 4587, 4590, 4593, 4596, 4599, 4602, 4605, 4608, 4611, 4614, 4617, 4620, 4623, 4626, 4629, 4632, 4635, 4638, 4641, 4644, 4647, 4650, 4653, 4656, 4659, 4662, 4665, 4668, 4671, 4674, 4677, 4680, 4683, 4686, 4689, 4692, 4695, 4698, 4701, 4704, 4707, 4710, 4713, 4716, 4719, 4722, 4725, 4728, 4731, 4734, 4737, 4740, 4743, 4746, 4749, 4752, 4755, 4758, 4761, 4764, 4767, 4770, 4773, 4776, 4779, 4782, 4785, 4788, 4791, 4794, 4797, 4800, 4803, 4806, 4809, 4812, 4815, 4818, 4821, 4824, 4827, 4830, 4833, 4836, 4839, 4842, 4845, 4848, 4851, 4854, 4857, 4860, 4863, 4866, 4869, 4872, 4875, 4878, 4881, 4884, 4887, 4890, 4893, 4896, 4899, 4902, 4905, 4908, 4911, 4914, 4917, 4920, 4923, 4926, 4929, 4932, 4935, 4938, 4941, 4944, 4947, 4950, 4953, 4956, 4959, 4962, 4965, 4968, 4971, 4974, 4977, 4980, 4983, 4986, 4989, 4992, 4995, 4998, 5001, 5004, 5007, 5010, 5013, 5016, 5019, 5022, 5025, 5028, 5031, 5034, 5037, 5040, 5043, 5046, 5049, 5052, 5055, 5058, 5061, 5064, 5067, 5070, 5073, 5076, 5079, 5082, 5085, 5088, 5091, 5094, 5097, 5100, 5103, 5106, 5109, 5112, 5115, 5118, 5121, 5124, 5127, 5130, 5133, 5136, 5139, 5142, 5145, 5148, 5151, 5154, 5157, 5160, 5163, 5166, 5169, 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5670, 5673, 5676, 5679, 5682, 5685, 5688, 5691, 5694, 5697, 5700, 5703, 5706, 5709, 5712, 5715, 5718, 5721, 5724, 5727, 5730, 5733, 5736, 5739, 5742, 5745, 5748, 5751, 5754, 5757, 5760, 5763, 5766, 5769, 5772, 5775, 5778, 5781, 5784, 5787, 5790, 5793, 5796, 5799, 5802, 5805, 5808, 5811, 5814, 5817, 5820, 5823, 5826, 5829, 5832, 5835, 5838, 5841, 5844, 5847, 5850, 5853, 5856, 5859, 5862, 5865, 5868, 5871, 5874, 5877, 5880, 5883, 5886, 5889, 5892, 5895, 5898, 5901, 5904, 5907, 5910, 5913, 5916, 5919, 5922, 5925, 5928, 5931, 5934, 5937, 5940, 5943, 5946, 5949, 5952, 5955, 5958, 5961, 5964, 5967, 5970, 5973, 5976, 5979, 5982, 5985, 5988, 5991, 5994, 5997, 6000, 6003, 6006, 6009, 6012, 6015, 6018, 6021, 6024, 6027, 6030, 6033, 6036, 6039, 6042, 6045, 6048, 6051, 6054, 6057, 6060, 6063, 6066, 6069, 6072, 6075, 6078, 6081, 6084, 6087, 6090, 6093, 6096, 6099, 6102, 6105, 6108, 6111, 6114, 6117, 6120, 6123, 6126, 6129, 6132, 6135, 6138, 6141, 6144, 6147, 6150, 6153, 6156, 6159, 6162, 6165, 6168, 6171, 6174, 6177, 6180, 6183, 6186, 6189, 6192, 6195, 6198, 6201, 6204, 6207, 6210, 6213, 6216, 6219, 6222, 6225, 6228, 6231, 6234, 6237, 6240, 6243, 6246, 6249, 6252, 6255, 6258, 6261, 6264, 6267, 6270, 6273, 6276, 6279, 6282, 6285, 6288, 6291, 6294, 6297, 6300, 6303, 6306, 6309, 6312, 6315, 6318, 6321, 6324, 6327, 6330, 6333, 6336, 6339, 6342, 63

國立暨南國際大學

「通報海外留遊學生及交換生之海外安全作業」流程

一、抵達國外通報：

請系所敦促同學抵達海外二週內，填抵達國外通報單（格式詳如附件）E-mail 方式寄至系所與研究發展處
(yuchih@ncnu.edu.tw)。

二、意外事件通報：

請系所確實掌握同學海外之動態，獲知同學於國外發生意外事件，請即時通報研究發展處（分機 2822 林玉枝）。

三、本校窗口通報：

第一時間接獲學生於國外發生意外，研究發展處將至教育部校安中心網頁 (<https://csrc.edu.tw/>) 通報，並電話告知校安中心與教育部國際文教處(張育菱 02-77366179)。

國立暨南國際大學 100 年度學生國外研修

☐ 抵達國外

☐ 返抵本國

通報單

姓名	(中文)		計畫名稱	100 年度「教育部鼓勵國內大專校院選送學生赴國外研修」
	(英文)			
學號			補助編號	
就讀系/所/級				
前往進修國家 (含國、州、城市名)		(中文)		
		(英文)		
前往進修之科系 /機構(含學院名)		(中文)		
		(英文)		
國外	通訊地址			
	TEL			
	E-mail			
開始研究日期		年	月	日
研究結束日期		年	月	日
抵達 外國	啟程日期	年	月	日
	到達日期	年	月	日
返抵 本國	啟程日期	年	月	日
	到達日期	年	月	日
其他				
填表日期		年	月	日

※註：

1. 本單於開始研究後二週內填送一次及返抵本國後兩週填送一次，共需填送兩次。
2. 抵達國外通報單可以 E-mail 方式填送，返抵本國通知單請一併檢附蓋有入出境日期戳記之護照影本（含研修國家簽證及個人資料頁）。
3. 抵達國外通報單與返抵本國通報單皆乙式二份分別繳交至所屬單位（系所）與補助單位。