

# The IMBA Program at NUK

## Important Event Notice for Year 2013

Event Name	Date and Time	Note
Report to the IMBA Office (Only for foreign students)	9am to 4 pm, August 26 <sup>th</sup> , 2013	Please bring your passport, original verified diploma and transcripts, original acceptance letter, and original Taiwan Scholarship Program Award Certificate to the IMBA Office <b>Venue:</b> Room 426 at College of Management
Checking your student ID	By August 16 <sup>th</sup> , 2013	Student ID will be released via Email.
Selecting Courses Stage I	9 a.m., September 2 <sup>nd</sup> , 2013 to 5 p.m., September 9 <sup>th</sup> , 2013.	Click <a href="http://aca.nuk.edu.tw/Student2/login.asp">http://aca.nuk.edu.tw/Student2/login.asp</a> log into the system with your student ID and preset password
<b>Welcome Party</b>	<b>12:00 p.m. September 3<sup>rd</sup>, 2013</b>	<b>Please do come and join us for essential information will be released then. <b>Venue:</b> R111 of College of Management</b>
Selecting Courses Stage II	12 p.m., September 9 <sup>th</sup> , 2013 to 12 p.m., September 13 <sup>th</sup> , 2013.	Click <a href="http://aca.nuk.edu.tw/Student2/login.asp">http://aca.nuk.edu.tw/Student2/login.asp</a> log into the system with your student ID and preset password
Medical inspection (Mandatory to all students)	13:30 p.m., September 9 <sup>th</sup> , 2013.	Please do fast at least 8 hours prior to having medical checkup and download Medical Inspection Record Form with a headshot photo on it when you have it. <b>Fees:</b> NT\$500

		<b>Venue:</b> 1st floor of Administration and Library Building
Orientation ceremony	From 7:10 p.m., September 9 <sup>th</sup> , 2013	<b>Venue:</b> 1 <sup>st</sup> Floor of Administration and Library Building (Distance Learning Conference Room)
Summiting All Docs to Administrative Units	From 13:30 p.m., to 17:00 p.m., September 9 <sup>th</sup> , 2013	<p><b>Local Students:</b> Please click <a href="http://intro.nuk.edu.tw/01important1.htm">http://intro.nuk.edu.tw/01important1.htm</a> , download all necessary docs and then fill it out to submit to different administrative units.</p> <p><b>Foreign Students:</b> Please bring your passport, Type A Medical Inspection Form, NUK Foreign Students &amp; Chinese Oversea Students Personal Information Record, The NUK Acceptance Letter, five headshot photos.</p> <p><b>Venue:</b> 1<sup>st</sup> Floor of Administration and Library Building (Distance Learning Conference Room)</p>
Orientation ceremony (Mandatory to overseas Chinese and foreign students)	September 14 <sup>th</sup> , 2013	<b>Venue:</b> 1 <sup>st</sup> Floor of Administration and Library Building (Distance Learning Conference Room)
School Begins	September 16 <sup>th</sup> , 2013	See course schedule
Submitting NUK Foreign Students & Chinese Oversea Students Personal Information Record Form	By 5 p.m. September 16 <sup>th</sup> , 2013.	Download it, fill it out, print it out with a headshot photo on it, and then submit to the Office of Foreign Affairs <b>Venue:</b> 5 <sup>th</sup> Floor of Administration and Library Building
Registered to the NUK (Only for students who do not receive Taiwan	By 5 p.m. September 16 <sup>th</sup> , 2013.	Click <a href="http://webap.nuk.edu.tw/PaidQuery/index.aspx">http://webap.nuk.edu.tw/PaidQuery/index.aspx</a> , insert your student ID and

Scholarship or the NUK Scholarship)		then print it out to pay. Students may use ATM or go to the Landbank to pay for it.
Submitting bank account details (Only for local students and Overseas Chinese Students)	By 5p.m. September 23 <sup>rd</sup> , 2013.	Click <a href="http://stu.nuk.edu.tw/start/login.asp">http://stu.nuk.edu.tw/start/login.asp</a> , fill out information about bank account and then submit to the IMBA Office.
Filling out online Students' Administrative System	By 5 p.m. September 23 <sup>rd</sup> , 2013.	Click <a href="http://aca.nuk.edu.tw/Student2/login.asp">http://aca.nuk.edu.tw/Student2/login.asp</a> , fill out your personal information, print it out and then submit it to Division of Student Affairs <b>Venue:</b> 5 <sup>th</sup> Floor of Administration and Library Building
Adding or withdrawing courses	12 p.m., September 16 <sup>th</sup> , 2013 to 12 p.m., September 27 <sup>th</sup> , 2013.	<a href="http://aca.nuk.edu.tw/Student2/login.asp">http://aca.nuk.edu.tw/Student2/login.asp</a> (log into the system with your student ID and preset password).
Paying credit fees	By October 21 <sup>st</sup> , 2013	Click <a href="http://webap.nuk.edu.tw/PaidQuery/index.aspx">http://webap.nuk.edu.tw/PaidQuery/index.aspx</a> , insert your student ID and then print it out to pay. Students may use ATM or go to the Landbank to pay for it.