Office of International Affairs, NSYSU

Online Administration Fee Payment Instructions
According to “National Sun Yat-sen University Regulations Regarding Visiting Students (Inbound) Undertaking Studies in Taiwan” Passed by 5th Administrative Meeting of Semester 1, School Year 2013 (Oct 30, 2013)

Article 7: All Visiting Students (except for Sister-school Exchange Students) shall pay an administration fee of NTD3,000(USD 100) to NSYSU. Such fee is not refundable if the student fails to join the visiting program.
* Please refer to the Online Payment System:
  http://140.117.13.70/OLPRS/first.html
Choose the English Version
Select the Department as “Office of International Affairs”

<table>
<thead>
<tr>
<th>Department</th>
<th>Item---Account No</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Management</td>
<td></td>
</tr>
<tr>
<td>College of Management, NSYSU</td>
<td></td>
</tr>
<tr>
<td>Department of Physics</td>
<td></td>
</tr>
<tr>
<td>Office of International Affairs</td>
<td></td>
</tr>
</tbody>
</table>
Select the Item as “administration fee” and click “submit”

<table>
<thead>
<tr>
<th>Department</th>
<th>Office of International Affairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item---Account No</td>
<td>administration fee---03A6001</td>
</tr>
</tbody>
</table>

Step1. Choose Department and Item

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Fill in the information and submit

### Step 2: Payment Information

<table>
<thead>
<tr>
<th>Payee:</th>
<th>Office of International Affairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose of Payment:</td>
<td>administration fee</td>
</tr>
<tr>
<td>Account Code:</td>
<td>03A6001</td>
</tr>
<tr>
<td><em>Payer:</em></td>
<td><strong>Student’s name</strong></td>
</tr>
<tr>
<td>Institution/Company of Payer</td>
<td><strong>Student’s home university</strong></td>
</tr>
<tr>
<td><em>Amount:</em></td>
<td>100</td>
</tr>
<tr>
<td><em>Type of Payment:</em></td>
<td>Credit Card (VISA, MASTER and JCB)</td>
</tr>
<tr>
<td></td>
<td>ATM (for Taiwan local only)</td>
</tr>
<tr>
<td><em>Currency:</em></td>
<td>US Dollars (US$)</td>
</tr>
</tbody>
</table>

[Submit](#)
Check the name and total amount and click “Submit”, or click “Cancel” on the bottom to the previous page.

Payer’s name

Please check your payment record, and we will proceed to the next step of procedures upon review and confirmation.
To obtain a refund after the credit card has been successfully authorized, please contact the organizer with your original card.

<table>
<thead>
<tr>
<th>Pay Type</th>
<th>Office of International Affairs/administration fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Amount</td>
<td>108US Dollars</td>
</tr>
</tbody>
</table>

Submit

Attention to Cardholders:

1. NSYSU’s online credit card payment are processed through the HiTrust payment gateway. The bank-grade HiTRUST SSL 128-bit encryption supports non-repudiation and guarantees 100% security on every transaction. The cardholder must however ensure whether their credit card issuing bank uses "3D authentication code". If your issuing bank requires the use of 3D authentication code but the cardholder has not applied for and registered their 3D authentication code with the issuing bank, online payment authorization will be automatically rejected by the issuing bank.
Enter your payment information and click “Purchase”

Payment Information

National SunYat-Sen University
70 Lienhai Rd., Kaohsiung 80424, Taiwan, R.O.C.
TEL: 066 - 7 - 5252000 #
FAX: 066 - 7 - 5252320
http://www.nsysu.edu.tw/
email:atm2326@mail.nsysu.edu.tw
Acquiring Bank: HSBC

You have purchased:
Order Number: 13880000014139450505
Order Description: administration fee

Total Amount = USD$ 100.00

We Accept:

Please enter your payment information:

Card Number (e.g.: 0000111122233333)

<table>
<thead>
<tr>
<th>Card Number</th>
<th>Expire Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>01 / 2014</td>
</tr>
</tbody>
</table>

This page is encrypted. All the information will be sent to your credit card issuing bank directly.
The payment shall get reflected Credit Card Account within 3 working days from the date of payment.

Office of International Affairs will send you a confirmation e-mail once we receive the payment.