

**CTBC Business School**  
**Acknowledgment of Faculty and Student Travelling Abroad During Pandemic**

I, \_\_\_\_\_, will travel to [Name of Country] from [Dates of Departure] to [Date of Return] for personal purpose.

I understand that I am responsible for informing myself about the risks of travel abroad in the countries where I will go. I will make use of the resources listed below, and of other resources as applicable, to inform myself, and I will remain informed about updates on travel conditions.

I have carefully reviewed the following sources of information about each of the countries in which I plan to travel (must review and check all four):

- Travel advisory website
- [Taiwan Ministry of Foreign Affairs website for News & Events](#) regarding entry restriction for foreigners to Taiwan
- Taiwan [Center for Disease Control](#)

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*The following is only suitable for foreign faculty and student*

As a foreign faculty or student, I understand that, as a member of CTBC Business School, I am responsible for sharing my travel plans with the Personnel Office with the assistance from the International Affairs and Accreditation Center.

I understand that it is my responsibility to confirm that my immigration documents are up-to-date before departing Taiwan and understand what may be required before re-entering Taiwan.

**Emergency Contact**

Name:	Relationship:
Phone:	Email:
Address:	

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By signing below, I am certifying that the information provided above is complete and correct.

Printed Name of Participant: \_\_\_\_\_

Signature of Participant: \_\_\_\_\_

Date: \_\_\_\_\_

*Foreign faculty and student, please return this signed document to the International Affairs and Accreditation*