**國際外賓來訪行程表-範例-**

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| **日期** | **時間** | **行程內容** | **地點** | **參與人員** | **備註** |
| 2018.  01.22 | 09:00-09:30 | 歡迎接待 | 國研大樓1F | 校方代表: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  學院代表: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 09:30-10:00 | 拜會首長 | 國研大樓9F | 校方代表: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  學院代表: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | 致贈  校級禮物 |
| 10:00-12:00 | 交流座談 | 國研大樓4F討論室 | 學院代表: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 12:00-14:00 | 午宴 | 餐廳地點 | 校方代表: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 14:00-16:00 | 附設醫院  參訪 | 附設醫院 | 附設醫院行政室人員: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| 16:00-17:00 | 校史館  參訪 | 高醫校史館 | 校史館導覽人員: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |

**(來訪大學名稱及日期) Visit KMU itinerary**

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| **Date** | **Time** | **Schedule** | **Venue** | **Attendee** | **Note** |
| 2018.  01.22 | 09:00-09:30 | Welcome | International Academic Research Building1F | School-delegate:  College-delegate: |  |
| 09:30-10:00 | Meeting with President | International Academic Research Building 9F | School-delegate:  College-delegate: |  |
| 10:00-12:00 | Meeting with college of | International Academic Research Building 4F  Meeting Room 2 | College-delegate: |  |
| 12:00-14:00 | Welcome Lunch |  | School-delegate:  College-delegate: |  |
| 14:00-16:00 | Visit KMUH | KMUH | KMUH Division of Secretariat |  |
| 16:00-17:00 | Visit Museum of KMU historic | Medical Building | Guided tour |  |