

MCU On-Line Application Procedure

銘傳大學外籍生網路申請 示意圖

MCU On-Line Application Procedure

銘傳大學外籍生網路申請 示意圖

Read **international application** (degree-seeking) **information** (<http://iee.mcu.edu.tw/en>) **before you start your application.**
When finish reading, check the square that says **“I accept the Provision of Personal Information”**. Then, click the blue button at the bottom that says **“New User”** to continue the application procedure.

On-Line Application System
網路報名 (<http://apply.mcu.edu.tw/>)

在申請前，先閱讀國際學生申請須知 (<http://iee.mcu.edu.tw/>)。
然後閱讀[個人資料提供同意書]，並在方框內點接受。
最後點選藍色的[申請]鍵，開始你的入學申請。

銘傳大學
亞洲第一所美國認證大學
MING CHUAN UNIVERSITY
The First U.S.-Accredited University in Asia

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Welcome to MCU international student online application system.
歡迎進入銘傳大學國際學生報名系統。

The system is for International Degree-Seeking Student.
Deadline for Fall semester admission is May 31.
Deadline for Spring semester is October 15.
For ICDF applicants, deadline is March 15.
The online applicatin system opens from August 1 to May 31.

Please read international admission information <http://iee.mcu.edu.tw/en/content/international-application> before you start your application.
Please read [MCU On-Line Application Procedure](#) and get familiar with application process before you start your application.
For the web browser, please use Google Chrome ([Download](#)) or Firefox ([Download](#)).
You need to create a user name. Please use your E-mail as your user name and set up your password.
DO NOT SEND ANY PAPER DOCUMENTS TO THE ADMISSIONS OFFICE.

我接受個人資料提供同意書 | accept the Provision of Personal Information

申請 New User

Tel: +886-3-350-7001 ext.3704 or 5116
Fax: +886-3-3593891 or 3593883
E-mail: ihp@mail.mcu.edu.tw (Asia Student Admission)



**Enter a valid email address in the “Create user name” field.
Then, type in the password twice.**

在[建立帳號]輸入你常用的 Email 信箱，然後輸入兩次密碼。

Step 1: Enter your personal information correctly. 步驟 1: 請正確的填寫個人資料。

STEP 1.1 My Personal Information 我的個人資料

所有的問題都是必答，除了星號(★)為選答 - All information/ blanks are required; star mark (★) is optional.

1. 前綴 Prefix
英文姓名 Name (as it appears on your passport 與護照上拼音一致)
姓 Family Name 名 Given/ Middle Name ★中文姓名 Chinese Name

2. 性別 Gender
 Male Female

3. 生日 Date of Birth
月份 Month 日期 Date 年份 Year

4. 出生地 Country of Birth

5. 國籍 Nationality
國籍 Nationality

6. 護照號碼 Passport No.

7. 婚姻狀況 Marital Status
 Single Married

8. 通知信郵寄地址 Mailing Address
街道 Street Address 城市 City
州 State/Province 國家 Country
郵政區號 Postal Code 電子信箱 E-mail
電話 Telephone No.
★行動電話 Mobile No.

9. 永久地址 Permanent Address/ Home Address
街道 Street Address 城市 City
州 State/Province 國家 Country
郵政區號 Postal Code 電子信箱 E-mail
電話 Telephone No. 與通訊地址相同 Same as Mailing Address
Country Code City Code
Number
★行動電話 Mobile No.

10. 父母姓名 Parents' Full Names
父親 Father 姓 Family Name 名 Given/ Middle Name 國籍 Nationality
母親 Mother 姓 Family Name 名 Given/ Middle Name 國籍 Nationality
若您的雙親/父親或母親持有台灣護照，請在步驟 2.1 上傳他們或他/她的台灣身份證。
Please upload your parent(s) Taiwan ID card(s) at Step 2.1 if either or both of your parents is/are holding a Taiwan ID card(s).

11. 學費來源 Financial Support
 自費 Self 國合交換學金 Taiwan ICDF Scholarship
 家庭 Family, 關係 Relation 其它 Others, 請註明 Please specify
 台灣獎學金 Taiwan Government Scholarship

儲存 Save 下一步 Next

Tel: +886-3-350-7001 ext.3704 or 3333
Fax: +886-3-3593891 or 3593883
E-mail: ihp@mail.mcu.edu.tw
International Admission Office 國際學生入學辦公室
Ming Chuan University 銘傳大學
No.5, De-Hing Road, Gui-Shan, Taoyuan, Taiwan 333 (Taoyuan Office) 桃園校區：桃園縣龜山鄉大崗村德興路 5 號
No. 250, Zhong Shan N. Rd., Sec. 5, Taipei, Taiwan 111 (Taipei Office) 台北校區：臺北市中山北路五段 250 號

All information is required, and the question with a star mark (★) is optional.
After filling in the information, click "Next" to proceed.

所有的資訊都是必答，星星(★)是選答。
填完資訊後，請按[下一步]。

您正在申請 2019 秋季班 / You're applying for Fall semester 2019

STEP 1.2 Program You Are Applying For

我要申請的系所

所有的問題都是必答，除了星號(★)為選答。 All information/ blanks are required; star mark (★) is optional.

12. 欲選擇的主修課程 Program you are applying

學位 Degree

授課 Taught

學系 Program

13. 教育背景 Educational Background

【申請大學】

13.1 從小學到中學的讀書年限 Length of your educational background

- 從小學到中學，我總共讀了11年。 I have completed 11 years of education from primary school to high school. (請在步驟2.1上傳第10年與第11年成績單。 You need to upload Form 4 & 5/ Year 10 & 11 transcripts at Step 2.1)
- 從小學到中學，我總共讀了12年。 I have completed 12-years education from primary school to high school. (請在步驟2.1上傳第10,11,12年成績單。 You need to upload Year 10, 11& 12 transcripts at Step 2.1)

13.2 請依續列表 Details of your Educational background

小學 Primary Education

校名 School Title

城市 City

國家 Country

就讀期間 Period From 月份 Month 年份 Year

★小學 Primary Education

校名 School Title

城市 City

國家 Country

就讀期間 Period From 月份 Month 年份 Year

中學/初中 Secondary Education

Enter the program you are applying for, educational background, etc. All the information is required, and the question with a star mark (★) is optional. After filling out all the questions, click “Next” to proceed.

選擇你要申請的學系或研究所，詳細填寫你的教育背景。所有的資訊都是必答，星星(★)是選答。填完資訊後，請按[下一步]。

14. 語言能力 Language Ability

★14.1 考試成績 Test scores

托福成績 TOEFL Score 考試日期 Date Taken: 月份 Month 年份 Year

雅思成績 IELTS Score 考試日期 Date Taken: 月份 Month 年份 Year

多益成績 TOEIC Score 考試日期 Date Taken: 月份 Month 年份 Year

14.2 母語 Native Language

14.3 英語能力自我評估 Self evaluation of English language ability

聽 Listening 優 Excellent 佳 Good 尚可 Average 差 Poor

說 Speaking 優 Excellent 佳 Good 尚可 Average 差 Poor

讀 Reading 優 Excellent 佳 Good 尚可 Average 差 Poor

寫 Writing 優 Excellent 佳 Good 尚可 Average 差 Poor

14.4 華語能力自我評估 Self evaluation of Mandarin language ability

聽 Listening 優 Excellent 佳 Good 尚可 Average 差 Poor

說 Speaking 優 Excellent 佳 Good 尚可 Average 差 Poor

讀 Reading 優 Excellent 佳 Good 尚可 Average 差 Poor

寫 Writing 優 Excellent 佳 Good 尚可 Average 差 Poor

上一步 Previous | 儲存 Save | 下一步 Next

STEP 1.3 Autobiography and Study Plan 自傳與讀書計畫

所有的問題都是必答，除了星號(★)為選答。 All information/ blanks are required; star mark (★) is optional.

15. 自傳 Autobiography

我的教育背景 My Education

我的家庭 My Family

我的家鄉 MY hometown

**Enter your autobiography and study plan.
At least 400 words for each section.
When finished, click “Next” to continue.**

填寫你的自傳與讀書計畫。
每個項目至少 400 字。
填完資訊後，請按[下一步]。

CH 100

16. 讀書計畫 Study Plan

我的學術興趣

INTERESTS & CONCENTRATION: What is your area of concentration? In what schools, departments, and programs are you taking courses? What independent studies, internships, and extracurricular activities have you done or do you plan to do?

★我的論文準備 (申請研究所必答 Required question for master and Ph. D applicant.)

PREPARATION FOR THE THESIS: What courses, independent studies, and other work have you done to prepare for the thesis?

Tel: +886-3-350-7001 ext.3704 or 3333
 Fax: +886-3-3593891 or 3593883
 E-mail: ihp@mail.mcu.edu.tw (Asia Student Admission)
 E-mail: oas@eta.mcu.edu.tw (Outside-Asia Student Admission)
 International Admission Office 國際學生入學辦公室
 Ming Chuan University 銘傳大學
 No.5, De-Ming Road, Gui-Shan, Taoyuan, Taiwan 333 (Taoyuan Office) 桃園校區：桃園縣龜山鄉大同村德明路 5 號
 No. 250, Zhong Shan N. Rd., Sec. 5, Taipei, Taiwan 111 (Taipei Office) 台北校區：臺北市中山北路五段 250 號

Welcome to Ming Chuan University

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STEP 1.4 Deposition and Survey

切結書與資訊來源

所有的問題都是必答，除了星號(★)為選答。 All information/ blanks are required; star mark (★) is optional.

17 切結書 Deposition

請詳細閱讀並逐一確認。 Please read it carefully and tick all box

Check the terms for deposition and survey carefully.

1. I hereby certify that I do not possess the nationality status from the Republic of China and have never held household registration at Taiwan since my birth.
本人保證不具中華民國國籍且自始未曾在台灣設有戶籍。
2. I hereby certify that I do not possess an overseas Chinese student status or Hong Kong/Macau resident status and have never previously applied to colleges/universities with the above-mentioned statuses in Taiwan.
本人保證不具僑生或港、澳永久居民身份且在台並未以僑生或港、澳生身份申請大學校院。
3. I hereby certify that the certificates of the highest-level diploma I provide are valid and authentic from my school, and they are equivalent to the degree level that universities/institutes offer in the Republic of China.
本人所提供之最高學歷畢業證書在畢業學校所在國家均為合法有效取得畢業資格，並所持之證件相當於中華民國國內之各級合法學校授予學位。
4. I hereby certify that I have not finished high school programs in Taiwan with international student status (excluding schools that enroll foreign residents in Taiwan or bilingual programs affiliated with local high schools), or ever dropped out/withdrew from colleges/universities in Taiwan due to behavior issues, poor academic performance or a conviction under the Criminal Code.
本人不曾以台以外國學生身份完成高中學校學程(外國僑民學校或台灣高中附設之雙語部/班不在此限制)，或未曾因操行、學業成績不及格或因犯刑事案件經判刑確定致遭國內大學校院退學。
5. I hereby authorize Ming Chuan University to verify any information provided above. I am willing to follow the rules and regulations of Ming Chuan University without any objections should the information provided be found untruthful.
上述所陳之一事項同意授權 貴校查證，如有不實或不符規定等情事屬實者，本人願依貴校相關規定辦理，絕無異議。

詳細閱讀切結書，並逐一勾選。

18. 您知道銘傳大學的資訊來源。 Your MCU information resource(s)

- 平面媒體：如台灣學校簡介、報紙、雜誌、海報.....等 Press media : e.g. University Brochures, newspapers, magazines, posters...

You cannot go back to study plan after clicked "Next".

按下一步前往 Step 2 資料上傳，無法回到讀書計畫。

18. 您知道銘傳大學的資訊來源。 Your MCU information resource(s)

- 平面媒體：如台灣學校簡介、報紙、雜誌、海報.....等 Press media : e.g. University Brochures, newspapers, magazines, posters...

- 電子媒體：如廣播、電視

- 網際網路 Internet web

- 教育展 Education Fair

- 台灣政府/教育機構 Official

★機構名稱 Organization Title

- 我國政府的政府/非官方機構 Official / Non-governmental organizations

★機構名稱 Organization Title

- 親友訊息 Relatives and friends:

- 姐妹校 MCU partner school

- 私人機構 Company

- 其它 Others

上一步 Previous

儲存 Save

下一步 Next

Make sure your autobiography and study plan completed, and then click "Next" to Step 2 Upload Documents.

確認你的自傳與讀書計畫已經完成，然後按[下一步]。

Tel: +886-3-350-7001 ext.3704 or 3333

Fax: +886-3-3503891 or 3503893

E-mail: info@mail.mcu.edu.tw

International Admission Office 國際學生入學辦公室

Ming Chuan University 銘傳大學

No. 5, De-Ming Road, Gui-Shan, Taoyuan, Taiwan 333 (Taoyuan Office) 桃園校區：桃園縣龜山鄉大溪村德明路 5 號

No. 250, Zhong Shan N. Rd., Sec. 5, Taipei, Taiwan 111 (Taipei Office) 台北校區：臺北市中山北路五段 250 號

Step 2: Upload the required documents 步驟 2 : [資料上傳]

Welcome to Ming Chuan University

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您正在申請 2019 秋季班 / You're applying for Fall semester 2019

STEP 2.1 Upload Documents

資料上傳

所有的選項都是必需，除了星號(★)為選答。All blanks are required; star mark (★) is optional.
請先選取檔案，然後按上傳。Please

上傳檔名請以英文及數字的組合命名(不能用使用~!/#&...等等特殊字元及符號)。
For file name characters, you can use any combination of 26 letters in English alphabet, or numbers from 0 to 9.
Don't use symbols, such as ~!/#&

click "select file"

選擇檔案 [select file]

1. 護照影本。A copy of passport. Please save the file in JPG or PDF format.

6164e66fcb760c53b0ef6854472a16f0.png

Delete

100%

Upload Complete

+ Select file

2. 個人兩吋正面照片。相片解析度72DPI上，檔案小於200KB
Recent two-inch head-shoulder photo: Please save the file in JPG format at higher resolution than 72 DPI. Maximum file size is 200 KB.

+ Select file

3. 高中/大學畢業證書：經過中華民國(台灣)駐外代表處認證的畢業證書影本。(如果文件非中文或英文，需要另附中文或英文譯本；畢業證書正本與認證正本於開學註冊時繳交) 若申請時你仍然在學校就讀，請用在學證明取代畢業證書；等拿到畢業證書後，再進行認證。
One photocopy of high school diploma / University diploma with verification by Taipei Economic and Cultural Office. (English or Chinese verified version is also necessary if the original diploma is not in either language. The original verified certificate shall be submitted upon registration at the beginning of the new semester.) Certificate of enrollment is required if applicant is currently studying in the last school semester. Please save the file in JPG or PDF format.

中學畢業證書 Secondary School Diploma

+ Select file

學院/大學畢業證書 College/ University Diploma

+ Select file

在學證明 Certificate of enrollment

+ Select file

4. 高中/大學成績單影本：一份經過中華民國(台灣)駐外代表處認證的成績單影本。(如果文件非中文或英文，需要另附中文或英文譯本；成績單正本與認證正本於開學註冊時繳交)。若申請時你仍然在學校就讀，持單後，再進行完整高中/大學成績單認證。
One photocopy of official English yearly transcripts from all high school/ university years with verification by Taipei Economic and Cultural Office. (English or Chinese verified version is also necessary if the original transcript is not in either language. The original verified transcripts shall be submitted upon registration at the beginning of the new semester.) If applicant is studying in the last school semester, transcripts form all years should be verified after you graduate. Please save the file in JPG or PDF format. If your transcript is more than one page, please save in PDF.

中學成績單 High School Transcript

+ Select file

學院/大學成績單 College/ University Transcript

+ Select file

5. 財力證明：帳戶存款金額至少美金6,000元或新台幣180,000元(如果文件非中文或英文，需要另附中文或英文譯本)。台灣轉學生證明可以當財力證明。財力證明是由銀行蓋立的證明文件(不是存摺)，財力證明可以是申請者本人或父母的名下。
Bank statement, with a minimum balance of US\$6000 or NTD\$ 180,000 per person (English or Chinese translated is also necessary if the original statement is not in either language); or a copy of scholarship award notification. A bank letter or bank statement for an account must be issued in English or Chinese, and printed on bank letterhead. (A copy of bankbook is not acceptable.) The account must be in your name or your parents' name. If the bank account is in other financial sponsor/ institute's name, the sponsor must provide: a) A copy of the valid passport of the sponsor. b) The completed consent letter, signed by sponsor.
Please save the file in JPG or PDF format. If more than one page, please save in PDF.

+ Select file

6. 二封推薦函：由學校部長或主管親自簽名，推薦人聯絡資訊(簡章/ email/電話)必須顯示在推薦信上。
Two letters of recommendation. Please save the file in JPG format. References should sign on the letter, position title and contact info should be provided on the letter. Recommendation should not be written by friends or family members.

+ Select file

7. 報名費新台幣1,500元整或美金50元整。請看申請費付費說明
Application fee US\$50 or NTD\$1500 per person (non-refundable). Please see Instructions for Fee-Paying.

+ Select file

★8. 英文能力證明：TOEFL CBT 173, IBT 61, IELTS 5或TOEIC 550以上(適用於申請英語授課課程，母語為英語者免付)
English language proficiency: TOEFL Paper test 500 or TOEFL IBT 61 or TOEFL CBT 173 or IELTS 5 or TOEIC 550 (Only applicable to students who apply to English-taught programs, native speakers are excluded)

TOEFL	<input type="text"/>	<input type="button" value="+ Select file"/>
IELTS	<input type="text"/>	<input type="button" value="+ Select file"/>
TOEIC	<input type="text"/>	<input type="button" value="+ Select file"/>

★9. 中文能力證明：華語文能力測驗(TOCFL, <http://www.sc-top.org.tw/>)4級或漢語水平考試(HSK, <http://www.hsk.org.cn/>)6級 (適用於申請中文授課課程，母語為中文者免付)。
Chinese language proficiency: TOCFL level 4 or HSK 6 (Only applicable to students who apply to Chinese-taught programs, native speaker are excluded).

華語文能力測驗 TOCFL	<input type="text"/>	<input type="button" value="+ Select file"/>
漢語水平考試 HSK	<input type="text"/>	<input type="button" value="+ Select file"/>

Print out the deposition, scan and upload. 列印切結書，親筆簽名後，scan 並上傳。

welcome to ming chuan university

<input type="button" value="首次申請
New User"/>	<input type="button" value="續填資料
Continue"/>	<input type="button" value="補充文件
Supplementary Documents"/>	<input type="button" value="列印文件
Print Documents"/>	<input type="button" value="進度查詢
Inquiry"/>
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您正在申請 2019 秋季班 / You're applying for Fall semester 2019

STEP 2.2 Upload Documents

資料上傳

所有的選項都是必答，除了星號(★)為選答。All blanks are required; star mark (★) is optional. 請先選取檔案，然後按上傳。Please select a file and click upload.

上傳檔案請以英文及數字的組合命名(不能用使用~!/#&...等等特殊字元及符號)。
For file name characters, you can use any combination of 26 letters in English alphabet, or numbers from 0 to 9.
Don't use symbols, such as ~!/#&

10. 切結書：申請者必須下載切結書檔案，簽名後上傳。
Deposition: Applicant must download deposition. Sign, scan, and upload to complete application.

上傳切結書 Upload Deposition

★11. 作品：作品內容以繪畫、平面視覺設計、包裝、攝影、電腦多媒體等設計相關，作品件數至少10件。
Portfolio: at least 10 items of personal portfolio such as drawing, illustration, graphic design, photography, digital media design, etc. (申請設計學院必填 Required for Design School)

繪畫 Drawing	<input type="text"/>	<input type="button" value="+ Select file"/>
平面視覺設計 Illustration	<input type="text"/>	<input type="button" value="+ Select file"/>
包裝 Graphic Design	<input type="text"/>	<input type="button" value="+ Select file"/>
攝影 Photography	<input type="text"/>	<input type="button" value="+ Select file"/>
其他 Others	<input type="text"/>	<input type="button" value="+ Select file"/>

Click “Complete”. 請按[完成]鍵

您正在申請 2019 秋季班 / You're applying for Fall semester 2019

Complete Online Application 完成線上申請

Congratulations ! MCU International Student Online Application is completed successfully.
If you submit all required documents, we will notify the final result of your application within 10 weeks. If information or documents are missing, we will notify you to submit them as soon as possible. If you would like to contact us, please include your application number, nationality and applying program in your email.

If you are accepted by MCU, you can download official offer letter in the application system (<http://apply.mcu.edu.tw/>) approximately 2 weeks after receiving the Preliminary Admission Letter. With the offer letter, you can apply for a resident visa to study in Taiwan.

You can also check your application status via online application system (<http://apply.mcu.edu.tw/apply/inquiry/>) -- click "inquiry"

恭喜您完成銘傳大學國際學生線上報名系統
如果您的資料完整，錄取與否會在10週內Email通知。
如果您的文件不完整/或缺件，我們會盡快通知你補件。
若要與我們聯絡，請告知你的申請編號、國籍與申請學系。
申請書收到審核通知後兩週，正式錄取通知信(offer letter)會寄出。
錄取通知是申請台灣簽證(resident visa)時需要的文件。

ihp@mail.mcu.edu.tw (Asia Student Admission)
oas@eta.mcu.edu.tw (Vietnam & Outside-Asia Student Admission)

合作單位代碼:

完成 Complete

Now, you're completely done with the application procedure.
Click “Complete”.

完成線上申請，請按[完成]鍵，就大功告成啦。

Check your application status. 確認你的申請進度

您正在申請 2022 第一學期/秋季 / You're applying for Fall semester 2022

Inquiry 進度查詢

1	2	2-1	3	3-1	4	4-1	4-2
報名完成 Document Submit.	國教處核 IEE review	補件1 Waiting for Document	系所初審 Department review	補件2 Waiting for Document	教務處審 Academic review	補件3 Waiting for Document	教務處審2 Academic review 2
Mar. 15							
10%	20%		40%		50%		60%

5
接受 Accept

處理入學通知 Process offer letter

發P.A.N. Issue Preliminary Admission Notice

回覆教學書發 Confirmation of Acceptance

發電子檔入學通知 Issue offer letter

繳機房住宿申請書 Submit dorm and airport pick up

When you completed online application, you can check inquire for 10%.

完成網路報名，可以看到進度 10%；審核期間，你可以隨時查詢進度。

You will receive an email notice. 你會收到確認信。

MCU International Student Online Application System Notification 銘傳大學國際
學生線上報名系統通知 [1081480033] 收件匣 x

ihp ihp@apply.mcu.edu.tw 透過 mcu.apply.coolstudy.org 上午11:29 (9分鐘前) ☆ ↶ ⋮
寄給我 ▾

英文 ▾ > 中文(繁體) ▾ 翻譯郵件 關閉下列語言的翻譯功能: 英文 x

Step 2: Finish Upload Documents 資料上傳完成確認信

Congratulations ! MCU International Student Online Application is completed successfully.
If you submit all required documents, we will notify the final result of your application within 10 weeks.
If information or documents are missing, we will notify you to submit them as soon as possible.
If you would like to contact us, please include your application number, nationality and applying program in your email.

If you are accepted by MCU, you can download official offer letter in the application system (<http://apply.mcu.edu.tw/>) approximately 2 weeks after receiving the Preliminary Admiss

**When you successfully complete Step 2, you will receive an email notice automatically sent by the application system.
This email notice will remind your Application Number.**

You can also check your application status v

恭喜您完成銘傳大學國際學生線上報名系統
如果您的資料完整，錄取與否會在10週內Email通知。
如果你的文件不完整或缺件，我們會盡快通知你補件。
若要與我們聯絡，請告知你的申請編號、國籍與申請學系。

完成步驟2，你會收到一封系統自動發出的email確認信，告知你的申請編號。

申請者收到審核通知後2週，正式錄取通知信(offer letter)可以在報名系統(<http://apply.mcu.edu.tw/>)列印。
錄取通知信是申請台灣簽證(resident visa)時需要的文件。

你也可以在報名系統查詢申請進度 <<http://apply.mcu.edu.tw/apply/inquiry>>-- 點選"進度查詢"

You can print Certificate of application. 你可以列印申請證明

How to provide extra document(s)? 如果你想提供額外文件，可以從補件上傳。

Welcome to Ming Chuan University

首次申請
New User

續填資料
Continue

補充文件
Supplementary Documents

列印文件
Print Documents

進度查詢
Inquiry

您正在申請 2019 秋季班 / You're applying for Fall semester 2019

Supplementary Documents 補件

所有的選項都是必答，除了星號(★)為選答。 All blanks are required; star mark (★) is optional.
請先選取檔案，然後按上傳。 Please select a file and click upload.

補充文件 Supplement documents. Please save in JPPG、PDF or DOC.

上傳檔名請以英文及數字的組合命名(不能用使用~!/#/&...等等特殊字元及符號)。

For file name characters, you can use any combination of 26 letters in English alphabet, or numbers from 0 to 9.

Don't use symbols, such as ~!/#/&

★

+ Select file

If you want to provide extra documents, check [Supplementary Documents].

如果你要提供更多文件，請從補充文件上傳。

Sample of Diploma and Transcripts 畢業證書與成績單範本

Original

Please make sure both Original and English/ or Chinese-translated diploma are saved together in one PDF file.

請確認原文證書與翻譯畢業證書(or 離校證明)存成一個 PDF 檔案。

KEMENTERIAN PENDIDIKAN DAN REPUBLIK INDONESIA

IJAZAH
SEKOLAH MENENGAH ATAS
PEMINATAN ILMU PENGETAHUAN SOSIAL
TAHUN PE [redacted]

Yang Plus [redacted] menandatangani bahwa:

nama [redacted]
tempat dan tanggal lahir [redacted]
nama orang tua/wali [redacted]
nomor induk siswa [redacted]
nomor induk siswa nasional [redacted]
nomor peserta ujian nasional [redacted]
sekolah asal [redacted]

LULUS

dari satuan pendidikan setelah memenuhi seluruh kriteria sesuai dengan peraturan perundang-undangan.

[redacted] 016
[redacted]
NIP. [redacted]
DN- [redacted]

Peraturan Kepala Badan Penelitian dan Pengembangan Nomor : 4157/11/EP/2016 Tanggal 29 Maret 2016

English or Chinese-translated

Emblem of the Republic of Indonesia
OF EDUCATION AND CULTURE OF
E REPUBLIC OF INDONESIA

CERTIFICATE
SENIOR HIGH SCHOOL
MAJOR OF SOCIAL SCIENCE
ACADEMIC YE [redacted]

The undersigned, Principal of [redacted]
Selatan City, hereby certifies that:

name [redacted]
place and date of birth [redacted]
parent name [redacted]
registration number [redacted]
national student reg. no. [redacted]
national exam no. [redacted]
origin school [redacted]

HAS PASSED

the educational unit after meets all criteria pursuant to the applicable laws and regulation.

[redacted] [redacted]

EMBLEM OF THE REPUBLIC OF INDONESIA
KEMENTERIAN PENDIDIKAN DAN BUDAYA
REPUBLIC OF INDONESIA

SENIOR HIGH SCHOOL
MAJOR OF SOCIAL SCIENCE
ACADEMIC YEAR [redacted]

[redacted]

Original

Please make sure both Original and English/ or Chinese-translated transcripts are saved together in one PDF file.

請確認原文與翻譯成績單存成一個 PDF 檔案。
若原文成績單有 6 張，翻譯成績單也有 6 張，PDF 檔案共有 12 頁。

SLIP #SPUTUSAN
SMK TAMAN PELANGI INDAH
PASIR GUDANG
PERCUBAAN SPM
SEPTEMBER 2008

NAMA : TINGKATAN : T5 MPV
No. KP : JANTINA : Perempuan KETURUNAN : C

Bil.	Kod MP	Mata Pelajaran	Markah
1	1103	BAHASA MELAYU	
2	1119	BAHASA INGGERIS	
3	1225	PENGETAHUAN MORAL	
4	1249	SEJARAH	
5	1449	MATEMATIK	
6	1511	SAINS	
7	3755	PERDAGANGAN	
8	6351	BAHASA CINA	
9	7204	PENJAGAAN MUKA DAN DANDANAN RAMBUT	

Bilangan Mata Pelajaran Daftar : Jumlah Markah :
Kedudukan Dalam Kelas : Peratus :
Pencapaian Gred Keseluruhan : Gred Purata Pelajar :
Kedatangan : Keputusan :

Ulasan Guru Tingkatan :
Tanda Tangan Guru Tingkatan : Tanda Tangan Pengetua : Tanda Tangan Penjaga :

PN ASWEEN ZARULHIDA BINTI AZMY ()
WANG
SMK Taman Pelangi Indah
Johor Bahru

中五成绩翻译版

English or Chinese-translated

考試成績單
開屏山莊國中
巴西古當
預備考馬來西亞教育文憑
九月份 2008

姓名 : 班級 : T5 MPV
身份證號碼 : 性別 : 女 種族 : 華裔

項目	科目代碼	科目	分數	等級
1	1103	國語	<input type="text"/>	<input type="text"/>
2	1119	英語		
3	1225	道德教育		
4	1249	歷史		
5	1449	數學		
6	1511	科學		
7	3755	貿易		
8	6351	華文		
9	7204	美容與美髮		

總科目 : 總分 :
班級名次 : 總平均 :
等級 : 等級平均分 :
出席率 : 及格狀態 :

班導評語 : -
班導簽名 : 校長簽名 : 家長簽名 :

Contact us if you have question 諮詢單位

銘傳大學國際教育交流處 *International Student Admission Office*

Vietnam, India, Philippines, Singapore & Outside-Asia Student Admission

越南、印度、菲律賓、新加坡與非亞洲區學生申請入學

Phone: +886-3-3507001 Ext. 5116, 3705

Email: oas@eta.mcu.edu.tw

Ms. Anne CHAN

Asia Student Admission 亞洲區學生申請入學

Phone: +886-3-3507001 Ext. 3704, 3703

Email: ihp@mail.mcu.edu.tw

Ms. Yvonne LIN

Website: <http://iee.mcu.edu.tw/en>

網址：<http://iee.mcu.edu.tw>

銘傳大學外籍生網路申請

跨季登入

MCU On-Line Application for
Postponement of Study

銘傳大學外籍生網路申請 跨季登入
MCU On-Line Application for Postponement of Study

如果你曾經申請銘傳入學/已經有帳號，想要跨季/延後你的申請入學，
請從 **My Application** 登入

If you have applied to MCU before and already have a user name,
please start from my application.

Website: <https://apply.mcu.edu.tw/>
Start from **My Application**
Key in your user name and password

International Student Online Application System Home **My Applications** Login ICDF

銘傳大學
亞洲第一所美國認證大學
MING CHUAN UNIVERSITY
The First U.S.-Accredited University in Asia

首次申請 New User **續填資料 Continue** 補充文件 Supplementary Documents 列印文件 Print Documents 進度查詢 Inquiry

Welcome to Ming Chuan University
Please enter your user name and password.
請輸入您的帳號與密碼

帳號 User name 密碼 Password **登入 Login**
忘記密碼? Forget Password?

下列(A)或(B)是會發生的狀況：

Either (A) or (B) situation will happen.

(A)國教處協助轉換申請季節，你會收到 email 通知新的申請編號。

International office changes/postpones your application to the next admission entry. You will receive email notification with your new application number from the system.



MCU International Student Online Application System Notification [1101480080]

ihp <ihp@apply.mcu.edu.tw>

回覆: ihp <ihp@mail.mcu.edu.tw>

收件者: [redacted]

Change Semester Notification 改申請季節通知信

As requested, we have changed the entry semester you are applying for as follows:

你所要求更改申請季節已經確認如下：

帳號 Username lir [redacted].com

申請編號 Application Number 11 [redacted] 0

申請年度 Year/Season 2021/Fall semester

申請學系 Major Travel and Tourism Program 旅遊與觀光學士學位學程

順頌 時祺,

銘傳大學 國際學生入學辦公室

Regards,

International Student Admission Office

Ming Chuan University

ihp@mail.mcu.edu.tw (Asia Student Admission)

oas@eta.mcu.edu.tw (Vietnam & Outside-Asia Student Admission)

※ 此郵件是系統自動傳送，請勿直接回覆此郵件。

※ This message is automatically sent, please do not reply directly.



請看最近一期申請資料

Check the current application season.

過去報名紀錄 Your Applications

104245004 - 2015 第二學期/春季 Spring semester

✓ 1111480031 - 2022 第一學期/秋季 Fall semester

1092420004 - 2020 第二學期/春季 Spring semester

2022 第一學期/秋季 Fall semester

✓ 1081480033 - 2019 第一學期/秋季 Fall semester

✓ 1101480080 - 2021 第一學期/秋季 Fall semester

(B)你曾經申請銘傳，想要再次申請。

If you have applied to MCU before and want to apply again.

International Student Online Application System Home My Applications Logout

銘傳大學
MING CHUAN UNIVERSITY
The First U.S.-Accredited University in Asia

首次申請 New User 繼續資料 Continue 補充文件 Supplementary Documents 列印文件 Print Documents 進度查詢 Inquiry

過去報名紀錄 Your Applications

- 104245004 - 2015 第二學期/春季 Spring semester
- 1081480033 - 2019 第一學期/秋季 Fall semester
- 1092420004 - 2020 第二學期/春季 Spring semester

目前為 2022 第一學期/秋季 報名期間
System opens for 2022 Fall semester

▶ 立即申請 Apply now !

目前開放報名
System opens for new semester
立即 Apply Now.

Step 1 填寫資料開始 Start a new application

The screenshot shows the 'International Student Online Application System' homepage. At the top, there are navigation links for 'Home', 'My Applications', and 'Logout'. Below the navigation is a banner featuring the Ming Chuan University logo and a group of international students. The main content area is titled 'Welcome to Ming Chuan University' and contains a row of five buttons: '首次申請 New User', '續填資料 Continue' (highlighted in green), '補充文件 Supplementary Documents', '列印文件 Print Documents', and '進度查詢 Inquiry'. A message box states '您正在申請 2022 第一學期/秋季 / You're applying for Fall semester 2022'. Below this is a section for 'STEP 1.1 My Personal Information' with the sub-header '我的個人資料'. A note indicates that all information is required, with star marks for optional fields. The form includes sections for '1. 稱謂 Prefix', '2. 性別 Gender', and '3. 生日 Date of Birth'. The 'Name' section has three input fields: '英文姓名 Name (as it appears on your passport 與護照上拼音一致)', '姓 Family Name', '名 Given/ Middle Name', and '★中文姓名 Chinese Name'. The 'Gender' section has radio buttons for 'Male' and 'Female'. The 'Date of Birth' section has three input fields for day, month, and year.

International Student Online Application System

Home My Applications Logout

MING CHUAN UNIVERSITY
銘傳大學
亞洲第一所美國認證大學
MING CHUAN UNIVERSITY
The First U.S.-Accredited University in Asia

Welcome to Ming Chuan University

首次申請 New User 續填資料 Continue 補充文件 Supplementary Documents 列印文件 Print Documents 進度查詢 Inquiry

您正在申請 2022 第一學期/秋季 / You're applying for Fall semester 2022

STEP 1.1 My Personal Information 我的個人資料

所有的問題都是必答，除了星號(★)為選答。 All information/ blanks are required; star mark (★) is optional.

1. 稱謂 Prefix

英文姓名 Name (as it appears on your passport 與護照上拼音一致)

姓 Family Name 名 Given/ Middle Name ★中文姓名 Chinese Name

2. 性別 Gender

Male Female

3. 生日 Date of Birth

You will receive an email notice. 你會收到確認信。

MCU International Student Online Application System Notification 銘傳大學國際
學生線上報名系統通知 [1081480033] 收件匣 x

ihp ihp@apply.mcu.edu.tw 透過 mcu.apply.coolstudy.org
寄給我

上午11:29 (9分鐘前) ☆ ↶ ⋮

英文 > 中文(繁體) 翻譯郵件

關閉下列語言的翻譯功能: 英文 x

Step 2: Finish Upload Documents 資料上傳完成確認信

Congratulations! MCU International Student Online Application is completed successfully.

If you submit all required documents, we will notify the final result of your application within 10 weeks.

If information or documents are missing, we will notify you to submit them as soon as possible.

If you would like to contact us, please include your application number, nationality and applying program in your email.

If you are accepted by MCU, you can download official offer letter in the application system (<http://apply.mcu.edu.tw/>) approximately 2 weeks after receiving the Preliminary Admiss

With the offer letter, you can apply for a resid

When you successfully complete Step 2, you will receive an email notice automatically sent by the application system.

This email notice will remind your Application Number.

You can also check your application status v

恭喜您完成銘傳大學國際學生線上報名系統

如果您的資料完整，錄取與否會在10週內Email通知。

如果你的文件不完整或缺件，我們會盡快通知你補件。

若要與我們聯絡，請告知你的申請編號、國籍與申請學系。

完成步驟2，你會收到一封系統自動發出的email確認信，告知你的申請編號。

申請者收到審核通知後2週，正式錄取通知信(offer letter)可以在報名系統(<http://apply.mcu.edu.tw/>)列印。

錄取通知信是申請台灣簽證(resident visa)時需要的文件。

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