

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

Ming Chuan University International Student Application Handbook

銘傳大學 國際學生 **申請入學**手冊



English Version 英文版
International Education and Exchange Division

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

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Introduction of Ming Chuan University

銘傳大學簡介



Why Taiwan?

- First priority for Chinese culture and Mandarin learning
- Rich historical background
- Multicultural society
- A bridge between western and eastern society
- Friendly people and lovely weather
- Convenient living environment and delicious food
- Reasonable living expenses and tuition fees

Why Ming Chuan University?

- Accredited by the Middle States Commission on Higher Education (MSCHE) in 2010
- School of Management earns AACSB accreditation in 2017
- Ranked 601+ in the Times Higher Education Asia University Rankings 2023
- International College: the first college in Taiwan offering courses completely taught in English
- Listed in the Top 10 “Preferred universities” among major international corporations in Taiwan
- International and multicultural campus environment
- Bilingual (English/ Mandarin) learning and living environment
- Have more than 190 partner universities around the world
- More than 1,100 international degree-seeking students from 56 countries
- Reasonable tuition and fees : Around 4,000 USD per academic year
- Over 120 student clubs and societies



Ming Chuan University

Ming Chuan was originally founded as a three-year junior women's college in 1957, known as Ming Chuan College. The institution then experienced a rapid growth in the 1990s. In 1990, the institution gradually cancelled its junior college programs and offered coed programs with a bachelor's degree. With the completion of the construction of two additional campuses and the introduction of graduate programs, Ming Chuan College was fully upgraded into Ming Chuan University in 1997.

Ming Chuan University has 11 schools/colleges with 44 undergraduate degree programs, 28 postgraduate degree programs and 3 PhD programs. MCU has a student population of more than 17,000. Academic programs: <https://web2.mcu.edu.tw/en/teaching-unit/>

There are more than 1,100 international degree-seeking students studying in Ming Chuan University, coming from 56 countries. The determined mission, "Internationalization", has guided Ming Chuan University for years. Under the leadership of President of Ming Chuan University, our faculty and students are striving towards our goal of Internationalization. In the era of E-challenge, the university is not only the site for sowing seeds of knowledge, but the starting place for innovation. Ming Chuan University offers the key to fulfilling your dreams. We are dedicated to giving directions, providing practical advantages and setting examples for our young people, both from Taiwan and abroad.

Campus

Ming Chuan University has 5 distinctive campuses. The Shihlin main campus and the Jihe campus are located in Shihlin District, Taipei City, and are near MRT Jiantan Station with convenient transportations. There's also a famous Shihlin night market nearby the campus. The Taoyuan Campus is located in Gueishan District, Taoyuan. During the semester there's a direct bus to MRT Huilong Station. The Taoyuan campus has a vast area with a lot of trees and plants that can be seen everywhere on campus, and students have great privilege of enjoying the natural, tranquil environment on campus. The Kinmen campus is located in Kinmen County. It takes around 55 minutes from Taiwan by plane and around 30 minutes from Kinmen to Xiamen by ferry. In order to learn different culture, students will study in Kinmen Campus in their first year and second year and go back to study in Taipei or Taoyuan campus in their third year. The American campus is located in Saginaw Valley State University and students can use all the advanced devices on campus with Saginaw's students.



International College (IC)

Aiming at providing a solid academic foundation with an international view, the International College was established in 2001. Currently, there are more than 1000 local and international students in the International College studying in the graduate and undergraduate programs taught in English, which can be connected with the educational systems of universities abroad. Opportunities for exchange and dual degrees are being provided to students with high academic standards and high English proficiency.

International students in IC come from 60 countries all over the world, including: USA, Canada, Honduras, El Salvador, Belize, Guatemala, Mexico, Panama, United Kingdom, France, Germany, Russia, Mongolia, Japan, Malaysia, Indonesia, South Korea, Thailand, Nepal, India, Palau, South Africa and Swaziland. Students in the first and second years are offered with general education and professional foundation courses. Third- and fourth-year students will have professional courses with opportunities for exchange or dual degrees at MCU's sister universities.

For programs' detailed information, please visit IC website <http://ic.mcu.edu.tw/>

IC Special Features

- English is the language of instruction
- Cross-cultural interaction and global views
- Multilingual ability
- Dual bachelor's degrees and exchange options
- China market concentration
- International College International Student Scholarship for undergraduate programs

English-taught Programs MCU Offers

Undergraduate Degrees 大學部	Postgraduate Degrees 研究所
Taipei Campus 台北校區	
International Business and Trade(B.S.)	Graduate Studies of International Affairs(M.A.)
Journalism and Mass Communication(B.A.)	Graduate School of Business Administration (M.B.A.)
Fashion and Innovation Management(B.S.)	Graduate School of International Business(M.B.A.)
	Doctoral Programs in Business Administration
Taoyuan Campus 桃園校區	
Information Technology Management (B.S)	Graduate School of Applied English(M.A.)
Travel and Tourism (B.S)	
International Affairs and Diplomacy (B.A)	
Applied English (B.A)	

Section of International Student Service (SISS)

Serving through caring

Educating through helping

Developing through communicating

Learning through understanding

To make international students accommodate to life better here, Ming Chuan University has established Office of International Student Service on both Taipei and Taoyuan campuses. Our mission focuses on serving, educating, developing, and learning.

With full commitment to international education, we are dedicated to promoting the good rapport among students, faculty, alumni, parents, and communities to carry out every well-designed effort and to bring a win-win situation for both the University and its audiences. Furthermore, we provide every international student with professional help to better utilize their time, energy, and potential to study, learn, and grow on our healthy and informative campuses.

SISS not only assists international students in consultation, discipline, visa issues and health insurance matters, but helps them with questions/problems related to schoolwork or daily campus life. In addition, SISS serve as a bridge between the school and our students whenever any misunderstanding occurs. The main service SISS provide includes airport pick-up, campus knowledge exploring, legal residence issues, work permit applying, bank account opening, etc. Students are more than welcome to stop by the office anytime.

OISS website: <http://oiss.mcu.edu.tw/>



SISS Taipei office

Mandarin Studies & Culture Center (MSCC)

Students who have a special interest in learning Mandarin may take Chinese courses at the MCU Mandarin Studies & Culture Center (MSCC). Please contact MSCC directly for your application questions if you are interested.

Special Features of MSCC

- Designed for international students who want to study Mandarin as a second language
- Classes are conducted in both Mandarin and English
- Professional native-speaking teachers with teaching experiences
- Chinese tutorial from local students provided for each student
- Orientation, field trips and social activities designed for a wider comprehension of Chinese culture

Class Offering

1. Regular Class

- Program Level : From Beginner Classes to Intermediate Level Classes
- 4 terms in a year (15 hours/week x 12 weeks) : Spring 、 Summer 、 Fall 、 Winter
- Class size : a small group of 6 - 10 students per class
- Tuition Fee : NT\$28,000 (around US\$1,000) per term. Books are not included.

2. Study Tour

- 2-week or 4-week summer/winter Mandarin camp
- Cross-cultural Experience in Taiwan
- Course details are negotiable
- Class size : Minimum number of 12 students per class

3. Private Class

- Tailor-made program
- At least 20 hours per session
- NT\$700 per hour (one session costs NT\$14000)

Contact Information

Mandarin Studies & Culture Center (MSCC)

Phone: +886-2-2882-4564 Ext. 8210, 8209

Email: mssc@mail.mcu.edu.tw

Address: 3F, NO.130, Jihe Rd., Shilin Dist., Taipei City 111, Taiwan

(Mandarin Studies and Culture Center)

Website: <https://mssc.mcu.edu.tw/>

Academic Information

學術資訊



Taipei Campus 台北校區

Academic Year

There are two semesters in each academic year. The first one begins around the middle of September until the mid of January; the second one is from the middle of February to the end of June. There are summer and winter breaks in between the semesters.

Program Duration

Undergraduate programs must be completed within 4-6 years. Master's programs must be completed within 2-4 years.

First-year undergraduate students must fulfill the continuous residence requirement of 8 semesters in MCU. 學士班一年級新生修業期限以四年/8 學期為原則。

Applicants, holding college diploma and transcripts or university certificate of enrollment and transcript, can apply to enroll at MCU from sophomore year or junior year.

Instructional Language

There are 11 colleges in MCU, including 44 undergraduate programs, 28 graduate programs and 3 PhD programs. Most of the courses are instructed in Chinese and all courses in the International College are instructed in English.

Applicants should have sufficient listening, speaking, reading, and writing abilities in Chinese to apply to a Chinese-taught program. Also, study plan and autobiography written in Chinese are required for application.

Academic programs: <https://web2.mcu.edu.tw/en/teaching-unit/>



Taoyuan Campus 桃園校區

Degree Programs

學士學位/Bachelor's Degree=B

碩士學位/Master's Degree=M

博士學位/PhD Degree=D

✓ Red : Programs taught in English

✓紅色部份為提供英語授課課程之系、所

Taipei Campus 台北校區

Management School 管理學院

系所	Department or Graduate School	B	M	D
國際企業學系	International Business	✓	✓✓	
風險管理與保險學系	Risk Management and Insurance	✓	✓	
會計學系	Accounting	✓	✓	
企業管理學系	Business Administration	✓	✓✓	✓✓
財務金融學系	Finance	✓	✓	

Communication School 傳播學院

系所	Department or Graduate School	B	M	D
廣播電視學系	Radio and TV	✓		
影音新聞暨社群傳播學系	Audiovisual Journalism and Social Media Communication	✓		
廣告暨策略行銷學系	Advertising and Strategic Marketing	✓		
新媒體暨傳播管理學系	New Media and Communication Management	✓	✓	

Law School 法律學院

系所	Department or Graduate School	B	M	D
法律系	Law	✓	✓	
財金法律學系	Financial Law	✓	✓	

International College 國際學院

系所	Department or Graduate School	B	M	D
國際企業與貿易學位學程	International Business and Trade	✓		
新聞與大眾傳播學位學程	Journalism and Mass Communication	✓		
時尚與創新管理學位學程	Fashion and Innovation Management	✓		
國際事務碩士學程	International Affairs			✓

學士學位/Bachelor's Degree=B

碩士學位/Master's Degree=M

博士學位/PhD Degree=D

✓Red : Programs taught in English

✓紅色部份為提供英語授課課程之系、所

Taoyuan Campus 桃園校區

International College 國際學院

系所	Department or Graduate School	B	M	D
資訊科技應用與管理學位學程	Information Technology Management	✓		
旅遊及觀光學位學程	Travel and Tourism	✓		
國際事務與外交學位學程	International Affairs and Diplomacy	✓		

Education and Applied Languages School 教育暨應用語文學

系所	Department or Graduate School	B	M	D
教育研究所	Education		✓	
應用中國文學系、所	Applied Chinese	✓	✓	✓
應用英語學系、所	Applied English	✓	✓	
華語文教學系	Teaching Chinese as a Second Language	✓		
應用日語學系、所	Applied Japanese	✓	✓	

Tourism School 觀光學院

系所	Department or Graduate School	B	M	D
觀光事業學系、所	Tourism	✓	✓	
休閒遊憩管理學系	Leisure and Recreation Administration	✓		
餐旅管理學系	Hospitality Management	✓		

Design School 設計學院

系所	Department or Graduate School	B	M	D
商業設計學系、所	Commercial Design	✓	✓	
商品設計學系、所	Product Design	✓	✓	
建築學系、所	Architecture	✓	✓	
都市規劃與防災學系、所	Urban Planning and Disaster Management	✓	✓	✓
數位媒體設計學系、所	Digital Media Design	✓	✓	
動漫文創設計學位學程	Animation and Comic Creative Industries Design	✓		

學士學位/Bachelor's Degree=B
 碩士學位/Master's Degree=M
 博士學位/PhD Degree=D
 ✓ Red : Programs taught in English
 ✓ 紅色部份為提供英語授課課程之系、所

Taoyuan Campus 桃園校區

Health Technology School 健康學院

系所	Department or Graduate School	B	M	D
生物科技學系、所	Biotechnology	✓	✓	
醫療資訊與管理學系、所	Healthcare Information and Management	✓	✓	
生物醫學工程學系	Biomedical Engineering	✓		

Information Technology School 資訊學院

系所	Department or Graduate School	B	M	D
資訊管理學系	Information Management	✓	✓	
人工智慧應用學系	Applied Artificial Intelligence	✓	✓	
資訊工程學系	Computer Science and Information Engineering	✓	✓	
電腦與通訊工程學系	Information and Telecommunication Engineering	✓	✓	
電子工程學系	Electronic Engineering	✓	✓	
半導體應用學士學位學程	Semiconductor Applications	✓		

Social Science School 社會科學院

系所	Department or Graduate School	B	M	D
公共事務與行政管理學系、所	Public Affairs and Administration	✓	✓	
諮商臨床與工商心理學系	Counseling, Clinical and Industrial /Organizational Psychology	✓	✓	
犯罪防治學系、所	Criminal Justice	✓	✓	

Financial Technology School 金融科技學院

系所	Department or Graduate School	B	M	D
金融學系、所	Money and Banking	✓	✓	
應用統計與資料科學學系、所	Applied Statistics and Information Science	✓	✓	
金融科技應用學程	Financial Technology Applications Program	✓	✓	

Credit Transfer

The credits gained in your previous college or university courses can be transferred after registration by application with approval from the department of the intended major and the Division of Academic Affairs.

Credit transfer application should follow the application procedure within 2 weeks after registration. Course syllabus and verified transcript are required. All programs hold the right of whether or not to accept the credit transfer application.

Undergraduate Programs

For students transferring credits to enter their SOPHOMORE year in September semester, a maximum total of 40 credits may be waived; for those entering SOPHOMORE year in February semester, the maximum total of waived credits is 60; for those entering their JUNIOR year in September semester, the maximum total of waived credits is 80; for those entering their JUNIOR year in February semester, the maximum total of waived credits is 95.

Transfer applicants admitted at the highest level is the junior year.

Graduate Programs

Graduate credits can be transferred up to half of the total credits for graduation as required by the graduate school.



Taipei Campusw 台北校區

PRACTICAL INFORMATION

實用資訊



Taipei Campus 台北校區

The rates are for reference only and are expected to change every year.
Exchange rate: US\$:NT\$=1:30 (subject to change)

Fees

School/ College	Department/ Program	Tuition Per Semester	School/College	Department/ Program	Tuition Per Semester
Management	Finance	NT\$48,351 (US\$ 1,612)	Education and Applied Language	Applied Chinese	NT\$47,438 (US\$ 1,582)
	International Business			Applied Japanese	
	Business Administration			Applied English	
	Accounting			Teaching Chinese as a Second Language	
	Risk Management and Insurance		Social Science	Counseling and Industrial Organizational Psychology	
Financial Technology	Applied Statistics and Information Science			Public Affairs and Administration	
	Money and Banking			Criminal Justice	
	Financial Technology Applications		Law	Law	
Tourism	Tourism			Financial Law	
	Leisure and Recreation Administration		Design	Commercial Design	
	Hospitality Management	Product Design			
Communication	Radio and TV	Digital Media Design			
	Audiovisual Journalism and Social Media Communication	Architecture			
	Advertising and Strategic Marketing	Urban Planning and Disaster Management			
	New Media and Communication Administration	Animation and Comic Creative Industries Design			
Health Technology	Biotechnology	International	Travel and Tourism	NT\$48,351 (US\$ 1,612)	
	Healthcare Information and Management		International Affairs and Diplomacy		
	Biomedical Engineering	International	International Business and Management		
Information Technology	Information Management		Fashion and Innovation Management	NT\$55,533 (US\$ 1,852)	
	Computer Science and Information Engineering	Journalism and Mass Communication			
	Information and Telecommunications Engineering	International	Information Technology Management		
	Applied Artificial Intelligence		Taoyuan campus		
	Electronic Engineering			Taipei campus	
	Semiconductor Applications				

Estimated Expenses Per Semester

Approximately USD5,000, including USD 2,000 for tuition & fees and USD 3,000 for school dorm and meals. Not including personal culture visits.

Books	NT\$8,000~12,000 /per semester	Housing	NT\$11,000~22,000/school dorm per semester	Estimated expenses per semester (Tuition included)	NT\$95,000~160,000
Health Insurance	NT\$4,956 /per semester		NT\$36,000~48,000/Private apartment per 6 months		
Fee of Student Association	NT\$5,500 / 4 years	Food	NT\$54,000 / 6 months		



Taipei Campus 台北校區



Taoyuan Campus 桃園校區

Accommodation

All international students will be provided with on-campus or off-campus dorms through application. All accommodations require a one-year contract. There is no refund if you move out during the year. Please note that the school is not able to arrange accommodation for couples or families.

According to university regulations, for undergraduate students the duration of residency for both on-campus and off-campus dorms is limited to a maximum of two academic years. For graduate students the duration of residency for on-campus and off-campus dorms is limited to a maximum of one academic year.

Facilities

All rooms are equipped with desks, book shelves, built-in wardrobes, and bunks without mattress. Internet and air-conditioning are also provided in each room. In addition, kitchen, laundry, and lounge facilities are provided on each floor.

Curfew

The strict curfew requires that the front gate of the dormitory be closed at 23:00 every night. After that, students are not allowed to go out except for emergency.

Private Apartment or Studio

A room with a private toilet and bath usually costs around NT\$6,000-8,000 a month in Taoyuan and costs around NT\$12,000-15,000 a month in Taipei. A studio has a table, closet and bed. (Utilities such as water and electricity are not included.) You can also visit the housing service website for early reference.

TEALIT Website: <http://www.tealit.com/> ▶ search for Apts. & Roommates

Tsuel Ma Ma website: <http://rent.tmm.org.tw/>

Private apartments or studios usually require a one-year contract. Getting to campus may take 15-30 minutes of walking from a neighboring area.

MCU Student Affairs

MCU Student Affairs office also provides information and assistance for international students looking for private apartments upon arrival.

Here is the Chinese website: <http://housing.mcu.edu.tw/>. Unfortunately, the English website is under construction at the moment.

On the left column, "縣市" select 01 option for Taipei city, and "地區" select 08 for Shilin district.

"租屋格局" select the middle option "套房", and price range "套房租金(元/月)" is possibly between NT\$6,000 ~ 10,000. And, finally click on "搜尋" to start search.

Taipei Off-campus Ji Xian Dorm
台北校外集賢宿舍



Dormitory and Fees

	Type of Room		Fee/Semester	Remark
Taoyuan On-Campus Dorm	Men	6-person Room (shared bathroom)	NT\$ 9,600 (US\$320)	<ol style="list-style-type: none"> The charge for Internet connection and utilities are included, except for air conditioning, which must be paid separately. Rooms for winter and summer breaks are available for an extra fee upon application, NT\$3,000 ~3,600 per month. The tenancy period is from early September to mid-January and mid-February to mid-June.
	Men Women	4-person Room	NT\$ 11,000 (US\$367)	
Taoyuan Off-campus DeMing Dorm	Men Women	3-person Room	NT\$ 16,000 (US\$534)	<ol style="list-style-type: none"> Electricity fee must be paid separately. Rooms for winter and summer breaks are available for an extra fee upon application, NT\$3,600 per month. During summer and winter vacations, all students have to move to the on-campus dorm. The tenancy period is from early September to mid-January and mid-February to mid-June. The mini refrigerator is provided each room. The dorm is located off-campus within 10-minute walking distance to campus.

Taipei Off-campus Ji Xian Dorm	Men Women	3-person Room	NT\$ 21,600 (US\$720)	<ol style="list-style-type: none"> Electricity and gas fee, which must be paid separately. Rooms for winter and summer vacations are available for an extra fee upon application. NT\$4,500 per month. The tenancy period is from the beginning of September to the middle of January, middle of February to middle of June. The building is a reinforced concrete (RC) structure wit, 24 stories above ground and 3 below. This dormitory is not far from parks; Carrefour, Starbucks and 7-11 are all nearby. Each floor consists of 4 units, each of which has 3 rooms. Each room can accommodate 3-5 persons; thus each floor can accommodate 48 persons. The mini refrigerator is provided each room. Men lived from 10-14th floor, Women lived from 15-24th floor. The bed size is 194cm*100cm in Jixian Dorm. The dormitory is equipped with automatic fire sprinkler; cooking and smoking in the dormitory is prohibited. Tenants are required to sign and submit their Affidavit to Student Affairs Division. The dorm is located off-campus within 30-minute transportation to campus.
		4-person Room	NT\$ 20,600 (US\$687)	
		5-person Room	NT\$ 19,600 (US\$653)	

- Students who live in the dorms are responsible for their own housekeeping.
- Each room is shared with other students and includes a bathroom. Indication that shows "shared bathroom" means the bathroom is located outside the rooms.
- Students should prepare a bed quilt, pillow, and mattress on their own, or students may purchase a new set from Carrefour and Deming dormitory.
- Cash deposit for keys is required when a resident checks in to the dorm. On-Campus dorm is NTD 1,000 per person; off-campus dorm is NTD 2,000 per person.
- The university has the final decision on dormitory assignment.
- Exchange rate: US\$:NT\$=1:30 (subject to change)

Scholarships and Financial Benefits

In addition to the Taiwan Scholarship, the other scholarships are offered by various organizations. MCU offers international students with scholarships as listed below: Southeast Asian Student Scholarship and Scholarship for Honors Students in class. International College International Student Scholarship is available for undergraduate students as well. Applicants must pay attention to application deadlines for various scholarships.

MCU Scholarship information: <https://iee.mcu.edu.tw/en/content/scholarship>

1. Taiwan Scholarship and Huayu Enrichment Scholarship

International students may apply for the Taiwan Scholarship offered by the government. Applicants may apply from February 1 to the end of March at Taiwan Overseas Mission in their countries (or the nearest country if there isn't one in the country).

Website: <https://taiwanscholarship.moe.gov.tw/web/index.aspx>

For information of Taiwan Overseas Missions, please check <https://en.mofa.gov.tw/> Embassies & Missions

2. TaiwanICDF Scholarship

ICDF offers scholarships for students from **Central America**. Applicants may apply for the scholarship from Taiwan Overseas Mission in their countries.

Website: <https://www.icdf.org.tw/wSite/np?ctNode=31561&mp=2>

MCU ICDF Program: <http://taiwanicdf.mcu.edu.tw/new/en/node/41>

3. MCU Scholarship for Honors Students in Class

- (1) Students who achieve the best academic performances in each class as well as academic grade average over 80 and conduct grade over 86 will be awarded scholarship NT\$10,000.
- (2) MCU Scholarship for Honors Students in Class is applicable to both undergraduate and graduate students. For graduate student, the award is NT\$ 5,000 per semester.
- (3) Students will be granted automatically when they achieve the academic performances. No additional application is needed.



4. Living and Learning Assistantship for International College Student

International students, studying in International College undergraduate programs, who meet the requirements below, may apply for International College International Student Scholarships starting from the second semester of their study at MCU, for their respective years.

- (1) Academic grade average over 75 and conduct grade over 80 in the previous semester
- (2) Applicants must complete their assistantship application online via MCU Student Information System for the first semester starting on October 1st and ending on October 15th; application period for the second semester starts in March and ends on March 15th. Late applications are not accepted.
- (3) Newly-admitted students in their first semester at MCU are not eligible for this scholarship.

International College Living and Learning Assistantship		
Freshman	Semester 1	Not eligible; please study hard
	Semester 2	NTD 15,000
Sophomore	Semester 1	NTD 11,000
	Semester 2	NTD 11,000
Junior	Semester 1	NTD 8,000
	Semester 2	NTD 8,000
Senior	Semester 1	NTD 4,000
	Semester 2	NTD 4,000

5. MCU Southeast Asian Student Scholarship

The purpose of the scholarship is to help meet the financial needs of outstanding international students from Southeast Asia who are presently in financial difficulties.

- (1) Applicants who obtain academic grade average over 80 and conduct grade over 80 are eligible to apply for the scholarship.
- (2) New students for the first semester are automatically considered for scholarship once admitted.
- (3) Please note that the scholarship is only offered to undergraduate students that are NOT in International College.
- (4) Application is available once per semester. Application period is within two weeks after the semester begins.
- (5) Approximately US\$266 per semester.
- (6) International Students who have applied this scholarship are not allowed to reapply for 「Ming Chuan University Students in Financial Need」 scholarship.

MCU Southeast Asian Student Scholarship		
Freshman	Semester 1	NT\$ 8,000 per semester (Approximately US\$266 per semester)
	Semester 2	
Sophomore	Semester 1	
	Semester 2	
Junior	Semester 1	
	Semester 2	
Senior	Semester 1	
	Semester 2	

Support for New-coming International Students

Airport Pick-up Service

In order to help newly arrived students with their transportation, airport pick up service is offered to students who reserve and complete the airport pick-up application form. The airport pick-up **online** application form should be submitted at least two weeks before the arrival date. The service is only available to new students.

Orientation

Before classes start, the university will hold an orientation for all freshmen. On the orientation day, freshmen will be given a brief introduction of what they might experience in Ming Chuan.

Food

Ming Chuan University has canteens, convenient stores, and several restaurants on campus. Besides these, there are plenty of food stores and restaurants near the campus. The estimated food expenses are around 300 NT dollars per day.

MCU Buddy Program

MCU Buddy Program aims to bring local and international students in contact with each other. The idea is that a local student who already studies at Ming Chuan University becomes a “buddy” for an incoming international student. Each international student will be assigned a local student paired as a partner. The local student will help the newcomer adjust to school life at MCU and experience Taiwanese culture.

<https://www.facebook.com/MingChuanBuddyBon>

NATIONAL IMMIGRATION AGENCY

National Immigration Agency provides all kinds of important information, e.g. resident legally, work permit application, health insurance, education tax, etc.

英文網站 English website: <https://www.immigration.gov.tw/5475/>

越南文網站 Vietnamese version/ Ngôn ngữ việt nam <https://www.immigration.gov.tw/7072/>

印尼文網站 Indonesia version/ Bahasa Indo <https://www.immigration.gov.tw/7096/>

泰文網站 Thai version/ ภาษาไทย <https://www.immigration.gov.tw/6916/>

Transportation

1. From the Taoyuan International Airport to Ming Chuan University

International flights arrive at the Taoyuan International Airport, which is about 30 minutes from the Taoyuan campus (about NT\$800 by taxi) and 60 minutes from the Taipei campus (about NT\$1,200 by taxi).

https://www.taoyuan-airport.com/main_en/index.aspx ➡ Transportation

2. From the Taoyuan Campus to Taoyuan City (downtown)

The Taoyuan campus is about 25 minutes from the Taoyuan Train Station. Public bus route No.137 runs from the Taoyuan campus to Taoyuan Station. It costs NT\$18 for a one-way ticket. It costs around NT\$150 from Taoyuan Station to the Taoyuan campus by taxi. Taoyuan city (the nearest city from the Taoyuan campus) is a business area. There are lots of restaurants, markets, and department stores there.

3. Around the Taipei Campus

The Taipei campus is a 5-minute walk from the Taipei Metro Shihlin or Jiantan Station (MRT). Moreover, this campus is located on the main road, Zhong-Shan North Road 「中山北路」, which is served by numerous bus lines. There are several bus stops in front of Taipei Campus' main gate.

Metro Taipei website: <https://english.metro.taipei/>

4. Between the Taoyuan Campus and the Taipei Campus

The cost for a one-way ticket between the two campuses is NT\$60. Bus schedules are available online.

Ming Chuan University Website: <https://gad.mcu.edu.tw/en/transport-and-map-en/>



Design Building, Taoyuan Campus
桃園校區設計大樓

Application Information

申請入學



Taipei Campus 台北校區

Application Information

All applicants should read the Application Information and fully comply with the application regulations.

- (1) Make sure that you are eligible to apply as an international student.
- (2) Prepare all required documents.
- (3) Complete the online application (<http://apply.mcu.edu.tw/>) during the application period.
- (4) Do NOT send any paper documents to the admission office.

Qualifications

Identities and conditions

Any applicant with one of the following conditions is NOT eligible for applying as an international student:

- (1) He/She has already studied in ROC as an Overseas Chinese student.
- (2) He/She has applied and obtained a high school degree as an international student in ROC and would like to pursue a further degree.
(Excluding schools that enroll foreign residents in Taiwan or bilingual programs affiliated with local high schools)
- (3) He/She dropped out/withdrew from colleges/universities in Taiwan due to behavior issues, poor academic performance or a conviction under the Criminal Code.
- (4) He/She holds nationality of Hong Kong, Macau or People's Republic of China and does not concurrently hold a foreign passport.
- (5) He/She holds ROC nationality and has had household registration in Taiwan.
- (6) He/She has held ROC nationality, and has not renounced it for more than 6 years, up until the start of the semester he/she is seeking admission.

Violation of the above-mentioned regulations will result in immediate cancellation of the applicant's admission or the deprivation of the applicant's recognized status as a MCU registered student, or revocation of the applicant's MCU diploma. No academic certificate will be given.

Academic Background

I	Undergraduate admission: High school graduates (1) Form 6 (Year 12) graduates: Students must submit completed 3- or 4-year high school transcripts and diploma, A-levels, baccalaureate or other school certificates. (2) Form 5 (Year 11) graduates: Students must submit completed 2- or 3-year high school transcripts and diploma, leaving certificates or other school certificates. Form 5 graduates are required to take an additional 12 credits to graduate. (3) Undergraduate applicants must have completed at least 11 years of high school (Form 5). Applicants, who joined GED test, are required to provide GED certificate, transcript (yr10~11), diploma or school-leaving certificate.
II	Undergraduate admission: College graduates with diploma or associate degree. Students must submit official English transcripts of courses from all college years and diploma.
III	Transfer to undergraduate program: certificate of study from original university. Students must submit official English transcripts of courses from all university years.

IV Graduate admission: University/ Master's graduates
Students must submit completed 3- or 4-year official English transcripts of courses from all university years.



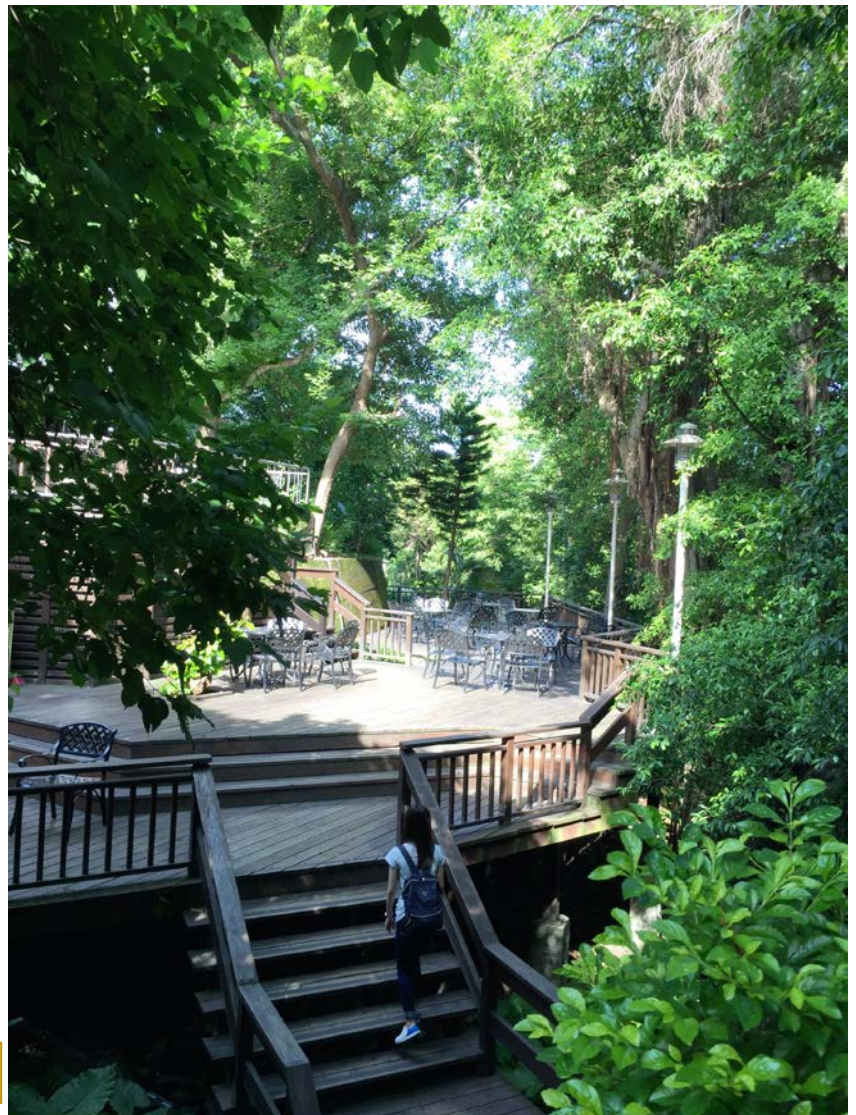
Taipei Campus 台北校區

Language Requirement

1. Sufficient English ability (Only applicable to students who apply to English-taught programs).
 - (1) Applicants whose mother tongue or official language is English or graduates from the school where courses are all taught in English.
 - (2) Applicant who has achieved the required scores with certificates of an internationally recognized English proficiency test (TOEFL ITP 500 or TOEFL Paper test 500 or TOEFL iBT 61 or TOEFL CBT 173 or IELTS 5 or TOEIC 550.)
2. Sufficient Chinese ability (Only applicable to students who apply to Chinese-taught programs):
 - (1) Applicants with Chinese as a native language.
 - (2) TOCFL B2 level < <http://www.sc-top.org.tw/> > or intermediate level of other Mandarin Chinese language proficiency tests.

MOE Regulation

For “Regulations Regarding International Students Undertaking Studies in Taiwan”, please visit : <http://english.moe.gov.tw/> ➡ Laws and Regulations.



Taipei Campus 台北校區

Required Documents

A complete application package must include the following documents.

Do not send any paper documents to the admission office.

(1)	Complete the online application, autobiography and study plan via MCU website (http://apply.mcu.edu.tw/).
(2)	A recent head-shoulder photo.
(3)	A copy of passport with bearer's signature page.
(4)	<p>One photocopy of high school diploma / university diploma with verification by Taipei Economic and Cultural Office. (The 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.)</p> <p>Certificate of enrollment is required if an applicant is currently studying in the last semester of school.</p> <ul style="list-style-type: none"> ● Undergraduate admission for high school graduates: verification is not required for certificate of enrollment. ● Transfer from college or university to MCU undergraduate program: verification is required for certificate of enrollment.
(5)	<p>One photocopy of official English yearly transcripts from all high school/ university years with verification by Taipei Economic and Cultural Office. (The 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.)</p> <p>If an applicant is studying in the last semester of school, required documents should be verified after graduation.</p>
(6)	<p>One photocopy of bank statement, with a minimum balance of US\$6500 per person; or a copy of scholarship notification.</p> <p>Bank statement can either be in the applicant's name, or the name of one or both of the applicant's parents/ legal guardians.</p>
(7)	<p>Two letters of recommendation. Please save the file in JPG/PDF 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.</p> <p>If the recommenders want to send the letters directly to MCU, she/ he can email to ihp@mail.mcu.edu.tw & oas@eta.mcu.edu.tw.</p>
(8)	Application fee US\$60 or NT\$1800 per person (<i>non-refundable</i>). Please see " <i>Instructions for Fee-Paying</i> ". Credit card service is not available for application fee payment.
(9)	English language proficiency: TOEFL Paper-based test 500, TOEFL iBT 61, TOEFL CBT 173, IELTS 5 or TOEIC 550 (Only applicable to students who apply to English-taught programs. Native speakers are excluded).
(10)	Chinese language proficiency: TOCFL B2 level or intermediate level of other Mandarin Chinese language proficiency tests. (Only applicable to students who apply to Chinese-taught programs. Native speakers are excluded).

Instructions for Fee-Paying

International Remittance Account

Please transfer the application fee USD 60 or NTD 1,800 per student directly into the University account. Then upload your receipt to the online application system.

BANK NAME	TAIPEI FUBON COMMERCIAL BANK TA TUNG BRANCH
BANK ADDRESS	186, SEC. 3, CHUNGKING N. RD. TAIPEI, TAIWAN, R.O.C.
BANK TEL	(886)-2-2592-9282
SWIFT CODE	TPBKTWTP
BENEFICIARY'S A/C NAME	MING CHUAN UNIVERSITY
BENEFICIARY'S TEL	(886)-2-2882-4564 ext. 2250
BENEFICIARY'S FAX	(886)-2-2881-0521

BENEFICIARY'S A/C NO (USD only)	003801-7000-9476
BENEFICIARY'S A/C NO (NTD only)	003801-0101-0241

TWD Remittance Account

Bank Name	Taipei-Fubon Bank 台北富邦銀行
Bank Code	012
Account Number	003801-0101-0241
Title	Ming Chuan University 財團法人銘傳大學

Application Procedure

Your application will be reviewed by the MCU International Student Admission Committee (**ISAC**) and then a decision will be made regarding your application.

After 10 weeks, one of the following results will come out:

1. You will receive an admission letter from us if your qualifications meet our requirements.
2. You will receive a conditional offer if you do not meet all of our necessary requirements.
3. You will be invited for an interview - this is part of the normal selection process for Graduate/ Postgraduate Degrees.
4. You may be informed that the admission can't be offered at this stage if it is obvious from your application that you cannot meet our requirements.

Application Periods

September/ First Semester: Application period is from February 1 to May 31.

February/ Second Semester: Application period is from September 15 to October 15.

First-year undergraduate students must complete 8 semesters of study in MCU

Please complete the online application (<http://apply.mcu.edu.tw/>) during the application period.

If applicant needs an admission letter before June 30, the online application must be completed before the end of April.

Admission Results Announcement

Check MCU online application system (<http://apply.mcu.edu.tw/>)



Taoyuan Campus
桃園校區

Extra documents and information for transfer students

If you are studying/ once studied in another university or you had a college diploma and want to transfer credits to MCU, please refer to the following information.

1	In addition to your high school transcripts and diploma, you also need to submit the university certificate of study & transcripts or college diploma & transcripts 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 certificate and transcripts shall be submitted upon registration at the beginning of the new semester.) *If the university you are studying at is in Taiwan, the verification is not needed.
2	You need to provide course syllabus when submitting your application online.
3	The estimated number of transferable credits will be decided by the program/ department after you submit your application documents, and you will be moved to the appropriate grade depending on the number of credits transferred.
4	Credit transfer application should follow the application procedure within 2 weeks after registration. All programs hold the right of whether or not to accept the credit transfer application.

Time to Transfer	High school graduates with college transcript	College graduates	Transfer Student with certificate of studies
SOPHOMORE year in September semester	transferable credits need to reach 32 (when less than 32, student starts from freshman year)	maximum total of 40 credits may be waived	maximum total of 40 credits may be waived
SOPHOMORE year in February semester	transferable credits need to reach 48 (when less than 48, student starts from freshman year)	maximum total of 60 credits may be waived	maximum total of 60 credits may be waived
JUNIOR year in September semester	transferable credits need to reach 64	maximum total of 80 credits may be waived	maximum total of 80 credits may be waived
JUNIOR year in February semester	N/A	maximum total of 95 credits may be waived	maximum total of 95 credits may be waived

MCU accepts transfer students from colleges and universities which are listed in the Ministry of Education (Taiwan) Database for the Reference List of Foreign Universities.

<https://depart.moe.edu.tw/ed2500/News.aspx?n=E8380E03A0E16960&sms=D2E10027BB4EC183>

Credit waiver must comply with Ming Chuan University Procedures for Course Credit Waiver Applications.

Contact Information

International Student Admission Office
Ming Chuan University

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

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

Email: oas@eta.mcu.edu.tw

Ms. Anne CHAN

Asia Student Admission

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

Email: ihp@mail.mcu.edu.tw

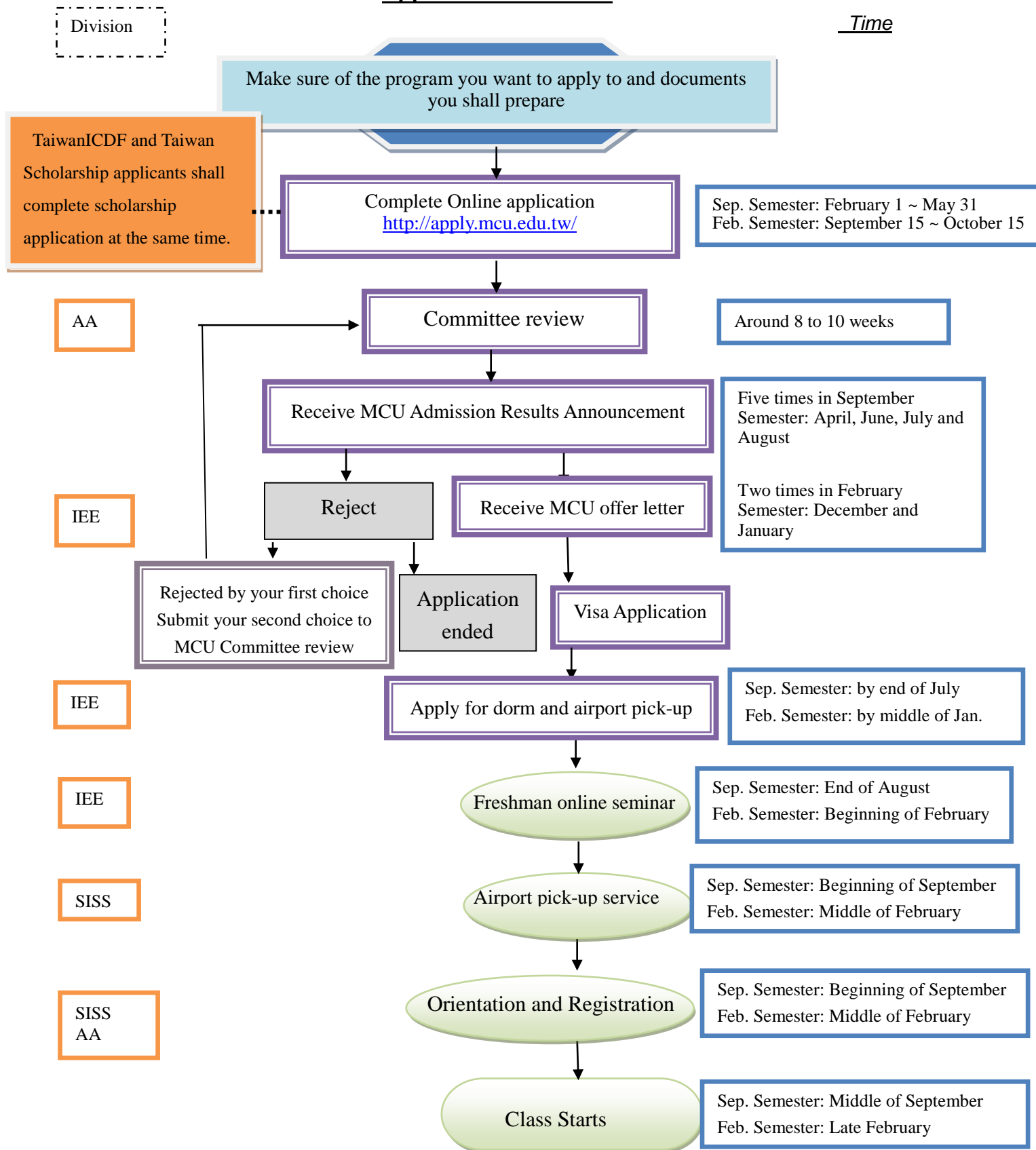
Ms. Yvonne LIN

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

Address: No. 5 De-Ming Rd., Gui-Shan District, Taoyuan 333, Taiwan



Application Flowchart



Notes:

1. Abbreviation:

- IEE: International Education and Exchange Division
- AA: Academic Affairs Division
- SISS: Section of International Student Service

2. ICDF Scholarship and Taiwan Scholarship applicants shall complete the both scholarship application (ICDF: <https://www.icdf.org.tw/wSite/mp?mp=2> & Taiwan: <https://taiwanscholarship.moe.gov.tw/>) and the MCU online application (<http://apply.mcu.edu.tw/>) by themselves.



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