

銘 傳 大 學

114 學年度外國學生申請入學招生簡章

Ming Chuan University

2025-26 AY International Student Application Handbook



編印單位：銘傳大學國際教育交流處

Responsible Unit: Ming Chuan University International Education and Exchange Division

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※國際教育交流處網站 <http://iee.mcu.edu.tw/> [國際學生申請入學]

IEE Website: <http://iee.mcu.edu.tw/> (for International Student Admission)

※一律採網路報名，請至本校網站報名 <https://apply.mcu.edu.tw/> ⇒ 並上傳報名資料。

Online Registration Only. Please visit MCU international student admission website:

<https://apply.mcu.edu.tw/> to upload your registration required documents.

銘傳大學
114學年度(2025-2026)外國學生申請入學
重要日程表

Ming Chuan University 2025-2026 AY International Student Admission Applications
Important Dates

<p>網路公告招生簡章 (考生自行上網下載) Application Handbook Announcement on IEE Website. (Applicants can download by themselves online)</p>	<p>2025 年 1 月 15 日起 From January 15th, 2025</p>	
<p>網路申請報名 Online Registration Period</p>	<p>申請 9 月入學: 2025 年 2 月 1 日 9:00 起至 2025 年 5 月 31 日 24:00 止 First Semester (September entrance): From 9:00, Feb. 1st, 2025 to 24:00, May 31st, 2025</p>	<p>申請 2 月入學: 2025 年 8 月 1 日 9:00 起至 2025 年 10 月 15 日 24:00 止 Second Semester (February entrance): From 9:00, Aug. 1st, 2025 to 24:00, Dec. 15th, 2025</p>
<p>錄取名單公告 Admission Results Announcement</p>	<p>9 月入學: 第 1 梯次錄取名單公告 2025 年 4 月 28 日 17:00 第 2 梯次錄取名單公告 2025 年 6 月 2 日 17:00 第 3 梯次錄取名單公告 2025 年 6 月 30 日 17:00 第 4 梯次錄取名單公告 2025 年 7 月 31 日 17:00 第 5 梯次錄取名單公告 2025 年 8 月 25 日 17:00 First Semester (September entrance): First Batch Announcement: At 17:00, on Apr. 28th, 2025 Second Batch Announcement: At 17:00, on Jun. 2nd, 2025 Third Batch Announcement: At 17:00, on Jun. 30th, 2025 Fourth Batch Announcement: At 17:00, on Jul. 31st, 2025 Fifth Batch Announcement: At 17:00, on Aug. 25th, 2025</p>	<p>2 月入學: 第 6 梯次錄取名單公告 2025 年 12 月 15 日 17:00 第 7 梯次錄取名單公告 2026 年 1 月 19 日 17:00 Second Semester (February entrance): Sixth Batch Announcement: At 17:00, on Dec. 15th, 2025 Seventh Batch Announcement: At 17:00, on Jan. 19th, 2026</p>
<p>回覆就讀意願</p>	<p>9 月入學:</p>	<p>2 月入學:</p>

<p>與登記宿舍 Reply with Intention to Study and Accommodation Registration</p>	<p>第 1 梯次就讀意願回覆 2025 年 5 月 12 日 17:00 止 第 2 梯次就讀意願回覆 2025 年 6 月 16 日 17:00 止 第 3 梯次就讀意願回覆 2025 年 7 月 14 日 17:00 止 第 4 梯次就讀意願回覆 2025 年 8 月 11 日 17:00 止 第 5 梯次就讀意願回覆 2025 年 9 月 1 日 17:00 止 First Semester (September entrance): First Batch Intention of Study Reply: Until 17:00, on May 12th, 2025 Second Batch Intention of Study Reply: Until 17:00, on Jun. 16th, 2025 Third Batch Intention of Study Reply: Until 17:00, on Jul. 14th, 2025 Fourth Batch Intention of Study Reply: Until 17:00, on Aug. 11th, 2025 Fifth Batch Intention of Study Reply: Until 17:00, on Sept. 1st, 2025</p>	<p>第 6 梯次就讀意願回覆 2025 年 12 月 29 日 17:00 止 第 7 梯次就讀意願回覆 2026 年 1 月 26 日 17:00 止 Second Semester (February entrance): Sixth Batch Intention of Study Reply: Until 17:00, on Dec. 29th, 2025 Seventh Batch Intention of Study Reply: Until 17:00, on Jan. 26th, 2026</p>
<p>新生名單公告並 e-mail 入學通知書 Freshmen List Announcement and Admission Offers Sent by Email</p>	<p>9 月入學: 第 1 梯次新生名單公告 2025 年 5 月 19 日 17:00 第 2 梯次新生名單公告 2025 年 6 月 23 日 17:00 第 3 梯次新生名單公告 2025 年 7 月 21 日 17:00 第 4 梯次新生名單公告 2025 年 8 月 18 日 17:00 第 5 梯次新生名單公告 2025 年 9 月 8 日 17:00 First Semester (September entrance): First Batch Freshmen List Announcement: At 17:00, on May 19th, 2025 Second Batch Freshmen List Announcement: At 17:00, on Jun. 23rd, 2025</p>	<p>2 月入學: 第 6 梯次新生名單公告 2026 年 1 月 5 日 17:00 第 7 梯次新生名單公告 2026 年 2 月 2 日 17:00 Second Semester (February entrance): Sixth Batch Freshmen List Announcement: At 17:00, on Jan. 5th, 2026 Seventh Batch Freshmen List Announcement: At 17:00, on Feb. 2nd, 2026</p>

	<p>Third Batch Freshmen List Announcement: At 17:00, on Jul. 21st, 2025</p> <p>Fourth Batch Freshmen List Announcement: At 17:00, on Aug. 18th, 2025</p> <p>Fifth Batch Freshmen List Announcement: At 17:00, on Sep. 8th, 2025</p>	
<p>開始上課 Semester Begins/Classes Start</p>	<p>2025 年 9 月 September 2025</p>	<p>2026 年 2 月 February 2026</p>

備註：

Notes:

1. 招生手冊電子檔下載位址：<http://iee.mcu.edu.tw/> ⇒ 點選『國際學生申請入學』⇒ 點選『資料下載』⇒ 點選『國際學生招生簡章』

Download International Student Application Handbook: Visit <http://iee.mcu.edu.tw/> ⇒ Click “International Application (Degree Seeking)” ⇒ Click “Information Download” ⇒ Click “International Student Application Handbook”

2. 國際教育交流處服務電話及電子信箱：

IEE Contact Numbers and E-mail:

聯絡電話：+886-3-3507001 分機 3704、分機 5116

Contact Number: +886-3-3507001, Ext. 3704 and Ext. 5116

電子信箱：ihp@mail.mcu.edu.tw；oas@eta.mcu.edu.tw

E-mail: ihp@mail.mcu.edu.tw; oas@eta.mcu.edu.tw

3. 本簡章所載日期時間，均指臺灣當地時間。

Date and time mentioned in the handbook refer to Taiwan local time.

4. 為保障申請者權益，申請人務必注意各項目試務時程，並自行上網查看公告各項相關訊息。

To protect rights of all students, applicants should follow the application schedule and check related announcements online on their own.

5. 錄取名單通知之實際時間，可能因申請者補件速度有不同回覆時間。如實際辦理時間與表列時間不同時，請來信詢問。

According to the different time each applicant completes submitting their all required documents, the actual time of admission results notification to each applicant may be different. Please contact us by E-mail if your application processing time hasn't followed the above schedule.

6.114 學年度經海外聯招會分發的僑生將取消外籍生錄取資格。

Applicant's admission offer will be cancelled once they are accepted by University Entrance Committee for Overseas Chinese Students as an overseas Chinese student.

銘傳大學 114 學年度(2025-2026)外國學生申請入學

**Ming Chuan University 2025-26 AY
International Student Admission Application**

申請流程 Application Procedure



- 招生學系請查詢第參章節。
Please check chapter 3 in this handbook for degree programs recruiting details.
- 請至本校網頁『學術單位』查詢各學系課程、師資相關資料。
Please visit "Academic Units" Section on MCU website to check course schedules, and faculty member information of each department.
- 申請人只須完成一次報名(申請1個學系)。
Each applicant only need to submit their application one time (for applying to one degree program)
- 若你有第二志願，請email我們第二志願讀書計畫。
Please e-mail us your study plan for second-priority degree program, if you want to apply for one.
- 請至 <https://apply.mcu.edu.tw> 進行網路線上報名，所有文件掃描後上傳至網路報名系統。
Please visit <https://apply.mcu.edu.tw> to register online; all required documents need to be scanned as soft copies and uploaded to the online registration system.
- 文件請儲存為JPG或PDF檔案並上傳報名系統。
All required documents need to be saved as JPG or PDF files and uploaded to the online registration system.
護照解析度要300-600 dpi，檔案大小在2MB以下
Passport images must have resolution of 300 to 600 dpi, file size not over 2MB.
畢業證書與成績單解析度要300-600 dpi，檔案大小在5MB以下
Graduation diploma images must have resolution of 300 to 600 dpi, file size not over 5MB.
- 報名完成後，系統會自動發信通知申請人已完成報名，並提供申請編號。
Applicants will receive confirmation e-mail with their application number from the application system automatically after completing online registration.
- 國教處確認文件完整
Confirmation by IEE of required documents completely received
- 學系進行學術審核
Academic review by the university departments
- 教務進行資格審核
Qualification review by Academic Affairs Division
- 資料不齊全時，另以 E-mail 通知申請人補件。
Applicants will receive another E-mail notification once they submit incomplete required documents.
- 錄取名單公告在國教處網站最新消息。
Admission results will be announced at "NEWS" on IEE website.
- Email通知下載錄取通知路徑與確認地址
IEE will send download link for admission offer and confirm contact address with students by E-mail.
- 需要正本申請簽證新生由國教處郵寄錄取通知
IEE will send hard copy of admission offer for Freshmen students who need original document for visa application.
- 報名系統回覆就讀意願
Students reply with their intention of study via the registration system.
- 填寫接機住宿需求
Students apply for airport pick-up service and submit accommodation application.

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壹、 申請日期

I. Application Date

2025 年 9 月入學（114 學年度第 1 學期）申請日期：

自 2025 年 2 月 1 日起至 2025 年 5 月 31 日截止。

Application date for September 2025 entrance (First Semester of 2025-26 AY)

From Feb. 1, 2025 to May 31, 2025

2026 年 2 月入學（114 學年度第 2 學期）申請日期：

自 2025 年 8 月 1 日起至 2025 年 10 月 15 日截止。

Application date for February 2026 entrance (Second Semester of 2025-26 AY)

From Aug. 1, 2025 to Oct. 15, 2025

貳、 申請資格

II. Application Qualifications

一、身分資格：

Identity

外國學生身分定義：

International Students' Identity:

1. 具外國國籍且未曾具有中華民國國籍，於申請時並不具僑生資格者。

Applicant who is a foreign national, has never held a Republic of China passport, and does not possess overseas Chinese student status.

2. 具外國國籍，於申請時已連續居留海外（不含香港、澳門及大陸地區）六年以上並符合下列規定者：

An applicant of foreign nationality who, pursuant to the following requirements, has

continuously resided overseas for no less than six years (excluding Hong Kong, Macau, and China) is also qualified to apply for admission:

a. 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

An applicant holding both foreign and R.O.C. (Taiwan) nationalities, but who has never been registered as part of a household in Taiwan.

b. 申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿六年。

An applicant holding foreign nationality, and who once held R.O.C. (Taiwan) nationality, but has already forfeited R.O.C. (Taiwan) nationality for at least six years, as determined by the Ministry of Interior.

c.前二款均未曾以僑生身分在臺就學，且未於當學年度經海外聯合招生委員會分發。

If the preceding two clauses are relevant to an applicant, then that applicant must not have studied in Taiwan as an overseas Chinese student and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.

3.具外國國籍且原具中華民國國籍，並於入學前已提出申請喪失中華民國國籍滿六年者。

An applicant who holds both foreign and R.O.C. (Taiwan) nationalities, but already forfeited R.O.C. (Taiwan) nationality for 6 years prior to admission.

4.具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外（不含大陸地區）連續居留滿六年以上。

An applicant holding foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, who has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided in Hong Kong, Macau, or another foreign country (overseas) for no less than six years, is qualified to apply for admission under these regulations.

5.曾為大陸地區人民且具外國國籍，且未曾在臺設有戶籍，申請時已連續居留海外六年以上且每歷年在臺灣停留時間不超過 120 日。

An applicant who is a former citizen of Mainland China, currently holds a foreign nationality, has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided overseas for no less than six years and never stayed in Taiwan over 120 days in a year, is qualified to apply for admission under these regulations.

※有關連續居留海外期間計算方式，本校係依教育部「外國學生來臺就學辦法」第二及第三條相關規定辦理（該辦法請詳 <http://law.moj.gov.tw/>）。

The calculation method for the period of continuously staying at overseas is managed according to Article 2 and Article 3 of Ministry of Education (MOE) Regulations Regarding International Students Undertaking Studies in Taiwan. (Please visit <http://law.moj.gov.tw/> for more details of the regulations)

※以上所稱中華民國國籍係依中華民國國籍法第二條*所認定之。（*如下）

The R.O.C. (Taiwan) nationality mentioned above is recognized by Article 2 of Nationality Act. (Article content mentioned below)

中華民國國籍法，第二條：

Article 2 of Nationality Act.

有下列各款情形之一者，屬中華民國國籍：

- (一)出生時父或母為中華民國國民。
- (二)出生於父或母死亡後，其父或母死亡時為中華民國國民。
- (三)出生於中華民國領域內，父母均無可考，或均無國籍者。
- (四)歸化者。

前項第一款及第二款之規定，於本法修正公布時之未成年人，亦適用之。

A person shall have the nationality of the ROC under any of the conditions provided by the following Subparagraphs:

1. His/her father or mother was a national of the ROC when he/she was born.
2. He/she was born after the death of his/her father or mother, and his/her father or mother was a national of the ROC at the time of death.
3. He/she was born in the territory of the ROC, and his/her parents can't be ascertained or both were stateless persons.
4. He/she has undergone the naturalization process.

The provisions of Subparagraphs 1 and 2 in the preceding paragraph shall be also applicable to those under the age of 20 at the time of the amendment and implementation of this Act on February 9, 2000.

二、學歷（力）資格：

Academic Qualification

- (一)符合教育部採認之高中、大學或獨立學院畢業者（請參考教育部網站<http://www.edu.tw/>）。申請學士班者需具高中畢業或以上學歷、申請碩士班者需具大學畢業或以上學歷、申請博士班者需具碩士畢業或以上學歷者。

International students who have graduated from a high school, college, or university recognized by the MOE can apply for admission. (Please visit MOE website for details: <http://www.edu.tw/>) International students with a high school diploma from outside Taiwan are eligible to apply for undergraduate programs; international students with a bachelor's or a master's degree from outside Taiwan are eligible to apply for master's programs; and international students with a master's degree or a PhD from outside Taiwan are eligible to apply for PhD programs.

- (二)符合教育部「入學大學同等學力認定標準」之同等學力資格者。

An applicant who meets the regulations stipulated in the Standards for Recognition of Equivalent Educational Level as Qualified for Entering University shall be considered to have an adequate level of education to apply for admission.

※畢業年級相當於臺灣高級中等學校二年級之國外或香港澳門地區同級同類學校畢業生得申請本校學士班，惟入學後依本校學則規定應增加畢業學分數 12 學分。

Applicants who completed high school at an overseas (including Hong Kong and Macau) school that is equivalent to second year in a senior high school in Taiwan may apply for an undergraduate program at MCU. However, these students must complete 12 extra course credits.

參、 招生系別、授課語言及名額

III. Recruiting Departments, Instructional Language, and Admission Quota

大學部招生名額 628 名、碩士班招生名額 131 名、博士班招生名額 14 名。

2025-26 AY Admission quota of 628 students for undergraduate programs, Admission quota of 131 students for master degree programs, and Admission quota of 14 students for doctoral degree programs.

一、招生學系如下表：

All recruiting departments are as below:

✓全英語授課 **English-Instructed Programs**

Taipei Campus 台北校區

International College 國際學院

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

Management School 管理學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
國際企業學系	International Business		✓	
企業管理學系	Business Administration		✓	✓

Taoyuan Campus 桃園校區

International College 國際學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
資訊科技應用與管理學士學 位學程	Information Technology Management	✓		
國際事務與外交學士學位學 程	International Affairs and Diplomacy	✓		
旅遊及觀光學位學程	Travel and Tourism	✓		

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

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
應用英語學系	Applied English	✓	✓	

中文授課 **Chinese-Instructed Programs**

Taipei Campus 台北校區

Management School 管理學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
國際企業學系	International Business	✓	✓	
資訊應用與金融保險學系	Information Applications, Insurance and Finance	✓	✓	
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	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
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	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
法律系	Law	✓	✓	
財金法律學系	Financial Law	✓	✓	

Taoyuan Campus 桃園校區

Humanities, Social Sciences and Education School 人文社會科學暨教育學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
應用中文與華語文教學系	Applied Chinese and Teaching Chinese as a Second Language	✓	✓	✓
應用英語學系	Applied English	✓	✓	
應用日語學系	Applied Japanese	✓	✓	
教育研究所	Education		✓	
公共事務與行政管理學系	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	Criminal Justice	✓	✓	

Tourism School 觀光學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
觀光事業學系	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	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
商業設計學系	Commercial Design	✓	✓	
商品設計學系	Product Design	✓	✓	
數位媒體設計學系	Digital Media Design	✓	✓	
都市設計與永續發展學系	Urban Design and Sustainable Development	✓	✓	✓
建築學系	Architecture	✓	✓	

Health Technology School 健康學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
生物科技學系	Biotechnology	✓	✓	
醫療資訊與管理學系	Healthcare Information and Management	✓	✓	

生物醫學工程學系	Biomedical Engineering	✓
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Information Technology School 資訊學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
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	✓	✓	
電機工程學系	Electronic Engineering	✓	✓	
半導體應用學士學位學程	Semiconductor Applications	✓		

Financial Technology School 金融科技學院

系所	Department or Graduate School	學士 Bachelor Degree	碩士 Master Degree	博士 Doctoral Degree
金融學系	Money and Banking	✓	✓	
金融科技應用學系	Financial Technology Applications	✓		

[✓中文授課 [Chinese-Instructed Programs](#)]

[✓全英語授課 [English-Instructed Programs](#)]

國際專修部 [International Foundation Programs](#) 1年華語+4年大學部

Taipei Campus 台北校區

系所	Department	學士 Bachelor Degree
廣告暨策略行銷學系- 全媒體行銷與電子商務專班	Advertising and Strategic Marketing Department - Integrated Media Marketing and E-Commerce Special Cohort	✓

Taoyuan Campus 桃園校區

系所	Department	學士 Bachelor Degree
資訊工程系-	Computer Science and Information Engineering Department –	✓

智慧物聯網技術專班	Smart IoT Technology Special Cohort	
生物科技系- 生技產業專班	Biotechnology Department – Biotechnology Industry Special Cohort	✓
都市規劃與防災系- 永續規劃與城市經營專班	Urban Planning and Disaster Management Department - Sustainable Planning and Urban Management Special Cohort	✓
觀光事業學系- 智慧旅遊與觀光傳播專班	Tourism Department – Smart Tourism and Tourism Communication Special Cohort	✓
餐旅管理學系- 餐旅產業服務專班	Hospitality Management Department – Hospitality Industry Services Special Cohort	✓
休閒遊憩管理學系- 永續戶外冒險活動專班	Leisure and Recreation Management Department - Sustainable Outdoor Adventure Exploration Special Cohort	✓

[國際專修部重要提醒]

1.適合零華語程度學生。

2.國際專修部招生名額: 150 名。

3.就讀【國際專修部】外國學生，第一年修讀華語課程期滿後應達到華語文能力測驗（TOCFL）聽力與閱讀測驗基礎級(A2)標準，始得進入學系修讀一年級；並於二年級起應達華語文能力測驗(TOCFL)聽力與閱讀測驗進階級（B1）標準。

4.先修華語 1 年期滿未達華語文能力測驗基礎級(A2)之學生將受退學處分，不得繼續修讀學士班專業課程。

5.華語先修期間不得轉系或轉學，但於正式修讀學士班專業課程 1 年後，得於製造業、營造業、農業及長期照顧等相關系所申請轉系或轉學。

[Notice for International Foundation Programs]

1.For students with zero proficiency in Mandarin.

2.Admission quota of 150 students for International Foundation Programs.

3.For international students in the International Foundation Program, after completing one year of Mandarin language courses study, they must achieve a minimum score of Basic Level (A2) in both listening and reading on the Test of Chinese as a Foreign Language (TOCFL) to be eligible to enter the first year of their major. Starting from the second year, they should achieve an Intermediate Level (B1) on the TOCFL in both listening and reading.

4.Students who do not reach the Basic Level (A2) on the TOCFL after completing one year of prerequisite Mandarin courses will face expulsion and will not be allowed to continue with undergraduate major courses.

5.During the Chinese language prerequisite period, students are not allowed to transfer to other departments or universities. However, after one year of formal undergraduate major courses, they may apply for department or university transfers in fields related to manufacturing, construction, agriculture, and long-term care.

二、注意事項 Notes：

(一) 各招生學系介紹與課程規畫請參閱銘傳大學網站(<https://web.mcu.edu.tw/>)點選[學術單位]。

Please visit MCU website (<https://web.mcu.edu.tw/>) and click “Academic Units” for more introductory details on each department and course planning.

(二) 各學系/學程應修學分、科目、畢業資格等事項，悉依各系之規定辦理，請申請人自行上網或撥打分機查詢。本校總機：+886-2-2882-4564。

Required credits, courses, and graduation qualifications set by each department/program are handled separately by each department’s regulations. Applicants are to please check related details online by themselves or phone each department at their phone extension for more information.

(三) 銘傳大學學則不分國籍適用全部學生。國際學生與與本地台灣學生一起上課，學習標準不分國籍。

MCU General Provisions for Study is applied to all students. International students and local students join classes together and adhere to the same learning standards.

(四) 簽證須由我國外交部領事事務局或駐外館處核給。相關簽證申請規定，請逕向臺灣駐外館處查詢。銘傳不提供”中華民國簽證保證書”。

Only the Bureau of Consular Affairs, the Ministry of Foreign Affairs, or Taiwan Overseas Representative Offices can approve a visa. For the requirements of a visa application, please contact the Taiwan Overseas Representative Office in/ near your country. Please be reminded MCU cannot sign "Letter of Guarantee for Visa Application to the Republic of China".

肆、申請方式

IV. Application Method

一、網路報名方式：請先閱讀銘傳大學國際教育交流處網站(<http://iee.mcu.edu.tw/>)點選[國際學生申請入學]，確認申請資格與需要文件文件；請至本校國際學生報名報名系統 (<https://apply.mcu.edu.tw/>) 進入報名程序。

Online Application: Please visit MCU IEE website (<http://iee.mcu.edu.tw/>), click “International Application (Degree-Seeking)” section, read all information carefully in this section, and check all the required documents needed for the application. Please visit MCU International Student Online Application System (<https://apply.mcu.edu.tw/>) for entering the online application procedure.



二、每位申請人只能報名一個學系(學程)，若有第二志願，請 email 第二志願目標學系與讀書計畫給國際教育交流處；第一志願未錄取才會進行第二志願入學審核。

Each applicant can only apply to one department (program); if applicant has a second preferred department, they can email IEE their study plan for the second preferred department (program). The study plan of second preferred department (program) will be reviewed once their first application isn't accepted by MCU.

三、繳交表件：Required Documents

1. 上網(<http://apply.mcu.edu.tw/>)填入學申請表、自傳與讀書計畫。

Complete online application, autobiography and study plan via <http://apply.mcu.edu.tw/>

2. 個人正面照片一張。

1 recent head and shoulders photo

3. 護照包含簽名頁。

1 copy of passport with bearer's signature page.

4. 最高學歷證書：

1 photocopy of the applicant's highest education diploma:

(1)申請學士班：高中畢業證書或高中在學證明

Applying for undergraduate program: high school diploma or high school certificate of enrollment

(2)申請碩士班：學士畢業證書或大學在學證明

Applying for master's program: bachelor's degree diploma or undergraduate certificate of enrollment

(3)申請學士班轉學：由原就讀學校開立之在學證明。

Applying for undergraduate program transfer: certificate of enrollment from original university

5. 歷年成績單：

Cumulative academic transcript:

(1)申請學士班：高中歷年成績單

Applying for undergraduate program: high school cumulative academic transcript

(2)申請碩士班：大學歷年成績單

Applying for master's program: university cumulative academic transcript

(3)申請學士班轉學：原就讀學校開立歷年成績單。

Applying for undergraduate program transfer: cumulative academic transcript from original university

6. 財力證明：帳戶存款金額至少美金 6,500 元或新台幣 195,000 元。

由銀行開立的證明文件，帳戶可以是申請者本人或父母的名下。

(如果文件非中文或英文，需要另附中文或英文譯本)。

Bank statement: with a minimum balance of US\$ 6,500 or NT\$ 195,000, related documents need to be issued by the bank; the bank account can be under applicant's or parent's name. (Applicant must provide Chinese or English translation of the bank statement if it is not already in Chinese or English.)

7. 2 封推薦信，由學校師長或主管親自簽名，推薦人聯絡資訊(職稱/email/電話)必須顯示在推薦信上。

Two letters of recommendation. References (faculty members or directors) should personally sign the letter and include their contact info (position title/email/contact number) in the letter.

8. 報名費新台幣 1,800 元或美金 60 元(不退費)；請參閱下方申請費付費說明。

Application fee US\$60 or NT\$1,800 per person (non-refundable). Please see "Instructions for Fee-Paying" as below.

9. 英語能力證明，TOEFL iBT 61, TOEFL CBT 173, IELTS 5.0 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 iBT 61, TOEFL CBT 173, IELTS 5.0 or TOEIC 550 (Only applicable to students who apply to English-instructed programs. Native speakers are excluded.)

10. 中文能力證明，華語文能力測驗新制(TOCFL, <http://www.sc-top.org.tw/>)進階級或其他同等級中文能力證明。(適用於申請中文授課課程，母語為中文者免附)。

Chinese language proficiency: TOCFL B1 level (<http://www.sc-top.org.tw/>) or intermediate level on other Mandarin Chinese language proficiency tests. (Only applicable to students who apply to Chinese-instructed programs. Native speakers are excluded).

11. 父或母為台灣籍，須提供父或母台灣身分證雙面掃描。

If one of applicant's parents holds Taiwanese nationality, applicants should provide a soft copy of their Taiwanese ID card.

伍、 修業年限

V. Program Duration

學士班之修業年限以 4 年為原則(建築系修業年限 5 年)，至多可延長 2 年。

碩士班修業年限為 1~4 年，博士班修業年限為 2~7 年。

Basically, Undergraduate programs need to be completed in 4 years (5 years for Architecture

Department), can be extended 2 years maximum.

Master's programs must be completed within 1-4 years, and PhD programs must be completed within 2-7 years.

學士班一年級新生修業期限以四年/8 學期為原則。

First-year undergraduate students must fulfill the continuous residence requirement of 8 semesters in MCU.

陸、 申請費用

VI. Application Fee

申請費每人 NTD 1800 或 USD60(不退費)。

Application fee US\$60 or NT\$1,800 per person (non-refundable).

國際匯款帳號 International Remittance Account	
銀行名稱 Bank Name	台北富邦銀行大同分行 TAIPEI FUBON COMMERCIAL BANK TA TUNG BRANCH
銀行地址 Bank Address	186, SEC. 3, CHUNGKING N. RD. TAIPEI, TAIWAN, R.O.C.
銀行電話 Bank Telephone Number	(886)-2-2592-9282
快捷碼 Swift Code	TPBKTWTP380
帳號 Beneficiary's A/C NO.	3801-7000-9476 (USD only 美金專用) 3801-0101-0241 (NTD only 台幣專用)
戶名 Beneficiary's A/C Name	財團法人銘傳大學 Ming Chuan University
聯絡電話 Beneficiary's Telephone Number	(886)-2-2882-4564 ext 2250
傳真電話 Beneficiary's FAX Number	(886)-2-2881-0521

台灣轉帳 Taiwanese Remittance Account	
銀行名稱 Bank Name	台北富邦銀行(Taipei-Fubon Bank)
銀行代碼 Bank Code	012
帳號 Account Number	3801-0101-0241
帳戶名稱 Title	財團法人銘傳大學 Ming Chuan University

柒、 錄取原則

VII. Application Acceptance Principles

一、考量各國學制與評分制度不相同，每位申請者的入學申請由學系(學程)招生委員會個別審查，以錄取、不錄取為原則。

1. Considering the differences among educational systems and grading systems of each country, each applicant's admission application is individually reviewed by the department (program) admissions committee. The result of the review will be shown as accepted or rejected.

二、每位申請者至多錄取一個學系(學程)。

2. Each applicant can be admitted to one department (program) at most.

捌、放榜

VIII. Admission Results

一、錄取名單公告：分梯次公告於本校國際教育交流處網站最新消息。

1. Announcement of Admission Results: The results will be posted in stages under News on the website of MCU International Education and Exchange Division.

二、錄取通知書寄發：依申請時間分梯次以 E-mail 通知申請人。

2. Admission Offers will be sent via E-mail in stages according to when the applications are received.

玖、錄取生報到程序

IX. Admitted Students Registration Procedure

一、正取生皆需於接獲錄取通知後 2~4 週，至線上填報「就讀意願」與接機、宿舍申請。尚無航班，仍然先填寫預估抵台日及是否申請宿舍。

1. Admitted students are required to fill in the "Intention to Study" and apply online for airport pick-up and accommodation within 2~4 weeks after receiving the Admission Offer. No flight is available yet; please still fill in the estimated arrival date in Taiwan and indicate whether you are applying for dormitory accommodation.

壹拾、註冊入學

X. Registration

一、錄取生應依入學通知書之規定，在指定期限內辦理報到手續。

1. Admitted students should complete the registration procedures within the designated deadline as stated on the Admission Offer.

二、赴台報到新生，應依入學通知書之規定辦理註冊手續。

2. New students coming to Taiwan should complete the registration procedure in accordance with the Admission Offer.

三、錄取新生須繳驗下列正式文件，始得註冊入學：

3. New students are required to submit the following documents before they can register:

1. 護照。Passport
2. 經台灣代表處驗證畢業證書(或同等學力證明文件) Diploma (or proof of equivalent academic attainment) that is authenticated by an overseas representative office of the Republic of China (Taiwan).
3. 經台灣代表處驗證成績單 Transcript that is authenticated by an overseas representative office of the Republic of China (Taiwan).
4. 若畢業證書、成績單非中文或英文，經台灣代表處驗證畢業證書翻譯本 A translation should be notarized and authenticated by an overseas representative office of the Republic of China (Taiwan) if the official diploma and transcript are not in Chinese or English.
5. 畢業證書正本 Original Diploma
6. 成績單正本 Original Transcript

壹拾壹、來臺入學相關規定

XI. Relevant Rules for Studying in R.O.C.

一、錄取生若經教育部審查不符國際學生身分資格者，本校將取消錄取及入學資格，不得異議。若所繳證件有偽造、假冒、塗改等不實情事，即取消其錄取資格或開除學籍，且不發給任何有關學業之證明；如係在本校畢業後始發現者，除勒令繳銷其學位（畢業）證書外，並公告註銷其畢業資格，該生應負法律責任。

If the admitted students do not meet the qualifications of international students through the review of the Ministry of Education (MOE), the offer of admission shall be revoked or the student shall be dismissed from MCU without any objection. If the documents submitted are found to be fraudulent, forged, fabricated, altered, or invalid, the admission offer will be canceled and no academic certificate will be issued; if this is discovered after graduation, the degree (diploma) will be revoked and cancelled, and the cancellation of the student's graduation will be announced. The student shall bear all legal liability.

二、錄取生入學後之修業規定及學籍須遵守教育部相關法規與本校學則之規定。

The rules for taking courses and matriculation of admitted students will be dealt with in accordance with relevant regulations of MOE and MCU.

三、入學許可並不保證簽證取得，簽證須由我國駐外館處核給。簽證請看臺灣外交部領事事務局網站(<https://www.boca.gov.tw/mp-1.html>)

Admission offer does not guarantee visa issuance. Visas are approved and issued by the Ministry of

Foreign Affairs or Taiwan overseas representative office. For visa information, please refer to the website of the Bureau of Consular Affairs, the Ministry of Foreign Affairs of R.O.C. (Taiwan). (<https://www.boca.gov.tw/mp-1.html>)

壹拾貳、 申訴辦法

XII. Regulations for Filing an Appeal

一、申請者對於申請審核結果認為有損其權益情形時，得於 2025 年 8 月 31 日前，向本校國際教育交流處提出申訴。

1. Applicants may file an appeal with the International Education and Exchange Division, MCU before August 31, 2025 if they believe that review results are harmful to their rights.

二、申訴案件以申請者本人為當事人，不受理其他人申訴。

2. Appeals may only be filed by the applicant and appeals from others will not be accepted.

三、申請者申訴案如有下列情形者不予受理：

3. Appeal cases that meet the following condition will not be accepted:

1. 招生有關法令或招生簡章已有明確規範者。

Items specifically regulated in the student recruitment regulations or student admission handbook.

2. 逾申訴期限。

Exceed the time limit for appeal.

四、申訴以一次為限，申訴處理結果由招生委員會於一個月內函覆申訴人。

4. Appeal can only be filed once. The result of the appeal will be replied to the applicant in written form by the Student Admissions Recruitment Committee within one month.

五、申請者於本次招生各階段辦理過程中如遇違反性別平等相關規定之情事，請於事實發生後一週內檢具相關事實及內容，向本校性別平等教育委員會申訴。

5. Applicants who encounter any violation of gender equality relevant regulations during all stages of enrollment, please appeal to the school's gender equality education committee with proof of relevant facts and content within one week after the incident.

壹拾參、 學雜費收費標準

XIII. Tuition and Miscellaneous Fees

本校收費標準每學年可能微幅調整，僅提供113學年度學雜費收費標準（如下表）供參考，所有金額以新台幣計算，供參考。

Tuition and Miscellaneous Fees is subject to annual change. The rates for 2024-25 are listed for your reference, shown in NTD.

學院	費用	備註
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School		Tuition	Notes
商學院 Management	管理學院 School of Management	NT\$46,201	
	觀光學院 School of Tourism		
	金融科技學院 School of Financial Technology		
	國際學院（含國際企業與貿易學士學位學程、時尚與創新管理學士學位學程、旅遊與觀光學士學位學程、國際事務與外交學士學位學程） International College (including International Business and Trade Program, Fashion and Innovation Management Program, Travel and Tourism Program, International Affairs and Diplomacy Program)		
工學院 Engineering	傳播學院 School of Communication	NT\$53,383	
	資訊學院 School of Information Technology		
	設計學院 School of Design		
	法律學院 School of Law		
	健康科技學院 School of Health Technology		
	國際學院（新聞與大眾傳播學士學位學程、資訊科技應用與管理學士學位學程） International College (Journalism and Mass Communication Program, Information Technology Management Program)		
文學院 Arts	教育暨應用語文學院 School of Education and Applied	NT\$45,288	
	社會科學院 School of Social Sciences		
國際專修部 International Foundation Program		NT\$25,000	

壹拾肆、 其他費用

XIV. Other Fees

本校113學年度收費標準（如下表）供參考，所有金額以新台幣計算，供參考。

The rates for 2024-25 are listed for your reference, shown in NTD.

項目 Item	金額 Amount	備註 Notes
研究所碩、博士生及大學部生網路資源使用費 Master's, doctoral and undergraduate students network resources access fee(s)	NT\$1,000	每學期(約) Per semester (approximate)
各系語言實習費 Language Lab Fee(s)	NT\$750	每學期(約) Per semester (approximate)
代收學生平安保險費 Student Insurance Fee(s)	NT\$319	每學期(約) Per semester (approximate)
桃園校區宿舍住宿費 Taoyuan Campus Dormitory Fee(s)	NT\$9,600~NT\$18,000	以 4 個月計算 Based on 4 months occupancy
台北校外宿舍住宿費 Taipei Off-Campus Dormitory Fee(s)	NT\$19,600~NT\$22,000	以 4 個月計算 Based on 4 months occupancy
境外學生保險費 International student Insurance Fees(s)	境外學生傷病醫療保險費（入學後前六個月） International Students Injury and Healthcare Insurance Fee(s) (The first 6 months after enrollment)	每個月(約) Per month (approximate)
	全民健康保險費（居留滿六個月開始） National Health Insurance Fee(s) (continuously residing after six months)	每個月(約) Per month (approximate)

註一：學生於註冊時，應檢附於國外投保自入境當日起至少六個月，並經駐外館處認證且得於臺灣使用之健康保險。（國際學生在臺領有居留證起連續居住滿六個月後始可加入全民健康保險）。

- Note 1: Upon registration, students shall submit proof of being covered by a medical and injury insurance policy, which is valid for at least six months from the date that they entered Taiwan and certified by the overseas representative office of the Republic of China (Taiwan). (International students who have continuously resided in Taiwan for six months after obtaining an ARC may join the National Health Insurance program).

註二：有關健康保險事宜，請洽詢境外生輔導組。

Note 2: Please check with the Office of International Student Service for information regarding medical insurance

壹拾伍、 聯絡資訊

XV. Contact Information

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

網址：<http://iee.mcu.edu.tw>

地址：333 桃園市龜山區德明路 5 號

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

International Student Admission Office, Ming Chuan University

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

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

越南、印度、菲律賓、新加坡與非亞洲區學生申請入學

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

電話：+886-3-350-7001 Ext. 5116

Email：oas@eta.mcu.edu.tw

Vietnam & Outside-Asia Student Admission

Phone: +886-3-3507001 Ext. 5116

Email: oas@eta.mcu.edu.tw

亞洲區學生申請入學(Asia Student Admission)

電話：+886-3-350-7001 Ext. 3704

Email：ihp@mail.mcu.edu.tw

Asia Student Admission

Phone: +886-3-3507001 Ext. 3704

Email: ihp@mail.mcu.edu.tw

國際專修部學生申請入學(International Foundation Program Student Admission)

網址：<https://iee.mcu.edu.tw/%e5%9c%8b%e9%9a%9b%e5%b0%88%e4%bf%ae%e9%83%a8/>

電話：+886-2-2882-4564 Ext. 2402, 2411

Email：chantell@mail.mcu.edu.tw, wendyckc@mail.mcu.edu.tw, jasonho@mail.mcu.edu.tw

International Foundation Program Student Admission

Website:<https://iee.mcu.edu.tw/en/%e5%9c%8b%e9%9a%9b%e5%b0%88%e4%bf%ae%e9%83%a8-%e8%8b%b1%e8%aa%9e/>

Phone: +886-2-2882-4564 Ext. 2402, 2411

Email: chantell@mail.mcu.edu.tw, wendyckc@mail.mcu.edu.tw, jasonho@mail.mcu.edu.tw

壹拾陸、 其他注意事項

XVI. Other Important Notes

- 一、學生入學後，凡因操行不良、或學業成績過差而為學校勒令退學或開除之學生，必須自費返回原居留地。
 1. After enrollment, students who are ordered to withdraw or expelled from the University due to poor conduct or poor academic performance must return to their original place of residence at their own expense.
- 二、學生抵臺後如未註冊入學或辦理休學、退學或已畢業者，依據移民署規定期限離開台灣。
 2. After arriving in Taiwan, students who have not registered nor applied for study leave (after complete tuition payment), have been expelled or have graduated should leave Taiwan in accordance with the deadline set by the National Immigration Agency.
- 三、學生在臺就學期間不得從事非法打工或從事與簽證目的不符活動。
 3. Students are not allowed to engage in illegal part-time work or activities that are inconsistent with the purpose of the visa while studying in Taiwan.
- 四、學生停留簽證申請請查詢外交部領事事務局網站(<https://www.boca.gov.tw/lp-402-1-xCat-05.html>)
 4. For student visa application, please refer to the website of Bureau of Consular Affairs, Ministry of Foreign Affairs (<https://www.boca.gov.tw/lp-402-1-xCat-05.html>).
- 五、台灣獎學金 Taiwan Scholarship 請查詢(<https://taiwanscholarship.moe.gov.tw/web/index.aspx>)
 5. For information about Taiwan Scholarship, please refer to <https://taiwanscholarship.moe.gov.tw/web/index.aspx>
- 六、國際合作基金會獎學金 Taiwan ICDF Scholarship 請查詢(<https://www.icdf.org.tw/>)
 6. For Taiwan ICDF Scholarship, please refer to (<https://www.icdf.org.tw/>)
- 七、申請者報名資料僅作為招生（錄取生資料亦轉為學籍資料使用）及相關統計研究使用，其餘均依照「個人資料保護法」相關規定處理。
 7. The personal information of applicants is used for student recruitment (Admitted students' information will be transferred for registration use.) and related research purposes. Other matters will be handled in accordance with Personal Information Protection Act.
- 八、本申請入學係依據教育部「外國學生來臺就學辦法」、本校學則及「銘傳大學外國學生申請入學規定」辦理。

8. The student admission application is to be handled in accordance with MOE “Regulations for International Students Undertaking Studies in Taiwan”, MCU General Provisions for Study and Ming Chuan University Procedures for Foreign Student Admissions.

九、本簡章若有未盡事宜，依相關法令規定及本校國際招生會議決議辦理。

9. Any matters not covered in this handbook will be handled according to pertinent rules and regulations and resolutions of the MCU International Students admissions Committee.

附表一、切結書範本 Table 1. Sample Deposition



銘傳大學 Ming Chuan University

亞洲第一所美國認證大學 The First American Accredited University in Asia

外國學生入學申請 International Student Application

切結書 Deposition

Application Number: _____

1. Name (as it appears on your passport)		中文姓名 Chinese Name
<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Last (family) First (given) Middle </div>		
2. 性別 Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	3. 生日 Date of Birth _____	
4. 出生地 Birth Country _____	5. 國籍 Nationality _____	
6. 護照號碼 Passport No. _____	7. 婚姻狀況 Marital Status <input type="checkbox"/> Single <input type="checkbox"/> Married	

切結書 Deposition (請詳細閱讀並逐一 確認 Please read it carefully and tick all boxes that apply.)

A. For All Students 所有學生

- 1. I hereby certify that I do not possess the nationality status from the Republic of China and have never held household registration in 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. 本人不曾在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. 上述所陳之任一事項同意授權 貴校查證，如有不實或不符合規定等情事屬實者，本人願依貴校相關規定辦理，絕無異議。

B For Form 5 Graduates 中學 5 年級畢業生

- 1. Notice: Complete an Additional 12 Credit Hours 加修 12 學分確認單
I acknowledge that as a **Form 5** graduate, I **need** to complete 12 credit hours in addition to the required total credit hours for graduation in accordance with the Ming Chuan University Procedures for International Student Admissions. 本人確知自中學五年級離校，依銘傳大學外國學生申請入學辦法規定，於原課程架構規定之外須加修 12 個畢業學分，始完成應修科目及學分數之規定。

請申請人親筆簽名並註明日期，簽名須與護照簽名相同；不接受電腦打字簽名與日期。

Applicant shall sign and date in person, same as your passport signature. Do NOT use printed name and date.

請確認你已經填寫以上所有的資料。Please make sure you tick all the boxes above.

申請人簽名 _____ 日期 _____
Signed by _____ Date _____