

# 銘傳大學外國學生申請入學規定

## Ming Chuan University Rules for Foreign Student Admissions

94 年 12 月 22 日 94 學年度第 1 學期教務會議通過  
95 年 8 月 7 日教育部台文字第 0950116717 號函核定

97 年 2 月 18 日 96 學年度第 2 學期第 1 次教務會議暨程序委員會聯席會議審查通過  
97 年 5 月 23 日教育部臺文(一)字第 0970092266 號函核定

97 年 10 月 23 日 97 學年度第 1 學期教務會議程序委員會審查通過  
97 年 11 月 13 日教育部臺文字第 0970228331 號函核定

100 年 5 月 9 日 99 學年度第 2 學期教務會議程序委員會會議審查通過  
100 年 6 月 29 日教育部臺文(二)字第 1000111131 號函核定

101 年 12 月 20 日 101 學年度第 1 學期教務會議審查通過  
102 年 1 月 29 日教育部臺教文(五)字第 1020016642 號函核定

104 年 12 月 21 日 104 學年度第 1 學期第 2 次教務會議臨時會會議審查通過  
105 年 2 月 2 日教育部臺教文(五)字第 1050013727 號函核定

110 年 05 月 31 日第 183 次擴大行政會議(109 學年度第 08 次)審查通過  
110 年 7 月 2 日教育部臺教文(五)字第 1100088260 號函核定

112 年 11 月 23 日 112 學年度第 1 學期教務會議修正通過  
113 年 5 月 9 日 112 學年度第 2 學期教務會議修正通過  
113 年 5 月 31 日教育部臺教文(五)字第 1130053546 號函核定

114 年 1 月 14 日 113 學年暨 114 學年度聯合招生委員會會議修正通過  
114 年 1 月 24 日教育部臺教文(五)字第 1140009443 號函核定

Passed at the 2005-06 AY first semester Academic Affairs Meeting on December 22, 2005.  
Reported as MOE document Tai Wen Zi No. 0950116717 on August 7, 2006.

Passed at the 2007-08 AY second semester first Joint Meeting of the Academic Affairs Committee and Procedure Committee on February 18, 2008.  
Reported as MOE document Tai Wen (1) No. 0970092266 on May 23, 2008.

Passed at the 2008-09 AY first semester Academic Affairs Procedure Committee Meeting on October 23, 2008.  
Reported as MOE document Tai Wen Zi No. 0970228331 on November 13, 2008.

Passed at the 2010-11 AY second semester Academic Affairs Procedure Committee Meeting on May 9, 2011.  
Reported as MOE document Tai Wen (2) No. 1000111131 on June 29, 2011.

Passed at the 2012-13 AY first semester Academic Affairs Committee Meeting on December 20, 2012.  
Reported as MOE document Tai Wen (5) No. 1020016642 on January 29, 2013.

Passed at the 2015-16 AY first semester Academic Affairs Committee Provisional Meeting on December 21, 2015.  
Reported as MOE document Tai Wen (5) No. 1050013727 on February 2, 2016.

Passed at the 183<sup>rd</sup> Expanded Administrative Council Meeting on May 31, 2021 (the 8th meeting of the 2020-21 AY).  
Reported as MOE document Tai Wen (5) No. 1100088260 on July 2, 2021.

Revised and passed at the 2023-24 AY first semester Academic Affairs Committee Meeting on November 23, 2023.  
Revised and passed at the 2023-2024 AY second semester Academic Affairs Committee Meeting on May 9, 2024.  
Reported as MOE document Tai Wen (5) No. 1130053546 on May 31, 2024.

Revised and passed at the 2024-2025 AY and 2025-2026 AY Student Admissions Recruitment Committee Meeting on January 14, 2025.  
Reported as MOE document Tai Wen (5) No. 1140009443 on January 24, 2025.

一、 本規定依教育部頒布之「外國學生來臺就學辦法」第六條及本校學則第七條規定訂定之。

These procedures were established in accordance with Article 6 of the "Regulations Regarding International Students Undertaking Studies in Taiwan" promulgated by the Ministry of Education and Article 7 of the Ming Chuan University General Provisions for

Study.

二、 具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本規定申請入學：

Foreign citizens who have never held Taiwan, R.O.C. citizenship and meet the following criteria may apply for admission under these regulations:

(一) 未曾以僑生身分在臺就學。

Have never studied in Taiwan as an overseas Chinese student.

(二) 未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

Have not been assigned for admission in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

具外國國籍並符合下列規定，且最近連續居留海外六年以上者，亦得依本規定申請入學：

Foreign citizens who meet the following criteria and have continuously resided overseas for more than six years may also apply for admission under these regulations:

(一) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

Hold Taiwan, R.O.C. citizenship, but do not have household registration in Taiwan.

(二) 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八年。

Have previously held Taiwan, R.O.C. nationality and have had their ROC nationality revoked by the Ministry of the Interior for more than eight years at the time of application.

(三) 前二款均應符合前項第一款及第二款規定。

Those meeting the above two criteria must also meet the regulations specified in Clauses 1 and 2 of the previous Section.

依教育合作協議，由外國政府、機構或學校遴薦至本校就學之外國國民，其自始未曾在臺設有戶籍者，經教育部核准，得不受前二項規定之限制。

According to education cooperation agreements, foreign nationals being recommended by a foreign government, institute, or school and who do not hold a household registration in Taiwan, are not restricted by the above two Sections upon being approved by the Ministry of Education.

第二項所定六年及該項第二款所定八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

The six-year time period indicated in Section 2 and the eight-year time period indicated in Clause 2 are calculated back from the starting date of the semester (February 1st or August 1st) as the designated date for the study period.

第二項所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每曆年在國內停留期間不得逾一百二十日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

The term “overseas” in Clause 2 refers to countries or regions other than Mainland China, Hong Kong, and Macau. The term “reside consecutively overseas” means that foreign students may have stayed in Taiwan for no more than a total of 120 days per calendar year. No matter if the calculation of time residing consecutively overseas is based on complete calendar years or cross-calendar years, the time period of staying in Taiwan for each year must be less than a total of 120 days. Yet, aside from those meeting one of the following criteria, proven by relevant documentation, the time period of staying in Taiwan cannot be included in the calculation of the period of residing overseas:

- (一) 就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。  
Attended an Overseas Youth Vocational Training School organized by the Overseas Compatriots Affairs Commission or technique training classes recognized by the Ministry of Education.
- (二) 就讀教育部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。  
Studied at a Mandarin studies center at a university/college approved by the Ministry of Education to recruit foreign students for a total length of study less than 2 years.
- (三) 交換學生，其交換期間合計未滿二年。  
Studied as an exchange student for total of less than 2 years.
- (四) 經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。  
Participated in an internship in Taiwan that was approved by an authorized central government agency for a total length of stay less than 2 years.

具外國國籍並兼具中華民國國籍，且於外國學生來臺就學辦法中華民國一百年二月一日

修正施行前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受第二項規定之限制。

Individuals who have both foreign and Taiwan, R.O.C. nationalities and have applied for an annulment of their Republic of China nationality before the February 1, 2011 amendment of Procedures for Foreign Students Studying in Taiwan can apply for admission according to the original version of these Procedures and are not restricted by Clause 2.

- 三、 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、澳門或海外連續居留滿六年以上者，得依本規定申請入學。

An applicant of foreign nationality, concurrently holding permanent residence status in Hong Kong or Macao, who does not have a household registration in Taiwan, and has resided overseas consecutively for six years or more at the time of application, is qualified to apply for admission under these procedures.

前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前點第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入前項連續居留期間計算。

The term “reside consecutively overseas” above means that foreign students may stay in Taiwan for no more than a total of 120 days per calendar year. Yet, with the exception of those who fulfill one of the conditions in Clauses 1 to 4 of Section 5 of the previous Article, with relevant documentation, the time period in Taiwan cannot be calculated concurrently with the time period of residing overseas.

曾為大陸地區人民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者，得依本規定申請入學。

An applicant who is a former citizen of Mainland China who holds foreign citizenship, does not have a household registration in Taiwan, and has resided consecutively overseas for six years or more at the time of application, is qualified to apply for admission under these Procedures.

前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前點第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外連續居留期間計算。

The term “reside consecutively overseas” above means that foreign students may stay in Taiwan for no more than a total of 120 days per calendar year. Yet, with the exception

of those who fulfill one of the conditions in Clauses 1 to 4 of Section 5 of the previous Article, with relevant documentation, the time period in Taiwan cannot be calculated concurrently with the time period of residing overseas.

第一項及第三項所定六年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

The six-year period stated in Sections 1 and 3 is calculated back from the starting date of the semester (February 1st or August 1st) as the designated date for the time of study.

第一項至第四項所定海外，準用前點第五項規定。

The term “overseas” stated in Sections 1 to 4 is in accordance with Section 5 of the previous article.

- 四、 外國學生依前二點規定申請來臺就學，以一次為限；其繼續在臺就學者，其入學方式應與我國內一般學生相同。但下列情形，不在此限：

Foreign students may apply for studying in Taiwan according to the regulations mentioned in the previous two articles only once. Those who wish to continue their studies in Taiwan must follow the same admission procedures as local students. However, the following exceptions apply:

- (一) 於完成申請就學學校學程後，申請碩士班以上學程，逕依本校規定辦理。

After completing their initial study program, foreign students who apply for a master's program or higher can do so in accordance with the university's regulations.

- (二) 外國學生申請來臺就讀學士班以下學程，在國內停留未滿一年，因故退學或喪失學籍，得重新申請來臺就學，並以一次為限。

Foreign students who apply for an undergraduate program and stay in Taiwan for less than one year, and subsequently withdraw or lose their student status for any reason, may reapply to study in Taiwan, limited to one additional application.

外國學生經入學學校以操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得再依前項規定申請入學。

Foreign students who are expelled or lose their student status due to failing conduct or academic performance, or due to serious violations of laws or school regulations, may not reapply for admission under the previous Section.

與外國學校合作辦理雙聯學制入學就讀者，相關入學要點另訂之。

For those enrolling in a dual degree program in cooperation with a foreign institution,

the specific enrollment procedures shall be established separately.

- 五、 本校實際招收入學之外國學生，其名額以教育部核定本校前一學年度招生名額外加百分之十為原則，並應併入當學年度招生總名額報教育部核定；申請招收外國學生名額超過前一學年度核定招生名額外加百分之十者，應併同提出增量計畫（包括品質控管策略及配套措施）報教育部核定。但本校與外國大學合作並經教育部專案核定之學位專班，不在此限。

The actual number of foreign students admitted to this institution is based on the principle of not exceeding 10% of the total admissions quota approved by the Ministry of Education for the previous academic year; the enrollment should be included in the total admissions quota for the current academic year and reported to the Ministry of Education for approval. If the number of foreign students applying exceeds the admissions quota of the previous academic year plus 10%, an additional plan (including quality control strategies and supporting measures) must be submitted to the Ministry of Education for approval. However, special programs jointly established with foreign universities and specially approved by the Ministry of Education are exempt from this limitation.

本校於前一學年度核定招生總名額內，有本國學生未招足情形者，得以外國學生名額補足，並應報教育部核定。

If there is a shortage of domestic students within the approved total admissions quota of the previous academic year, the shortfall may be filled by foreign students, and reported to the Ministry of Education for approval.

第一項招生名額，不包括未具正式學籍之外國學生。

The admissions quota mentioned in Section 1 does not include foreign students who are not matriculating toward a degree.

本校招生宣傳方式為參與各國海外教育展、學校網站宣導及線上教育展；辦理招生事務，除宣傳推廣及協助學生辦理來臺相關必要程序外，不得委由校外機構、法人、團體或個人辦理。

The university's promotion methods for admissions include participating in international education fairs, promoting on the university's website and online education fairs. Except for promotion and assisting students with necessary procedures for coming to Taiwan, other related admissions affairs shall not be handled by external organizations, legal entities, groups, or individuals.

六、 申請入學之外國學生(含於我國大專校院就讀之轉學生)應依照本校外國學生申請入學招生簡章之規定，於每學期本校指定期間內，檢附下列文件至本校國際教育交流處網上進行線上申請入學，由學系(程)進行學術資格審核、教務處進行資格審核，依招生簡章時程公告錄取名單：

Foreign students (including transfer students) should follow the International Student Application Handbook of the university to complete their online application on the International Education and Exchange Division website (with all required documents mentioned below) during the specified period of each semester. Roster of those admitted will be announced according to the application schedule in the International Student Application Handbook after departments conduct an academic qualification review, and the Academic Affairs Division conducts an eligibility review.

(一) 護照。

Passport

(二) 學歷(力)證明文件：

Academic credentials:

1. 大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

Mainland China academic credentials are processed in accordance with the Regulations Governing Verification of Mainland China Academic Credentials.

2. 香港或澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

Hong Kong or Macao academic credentials are processed in accordance with the Regulations Governing Review and Verification of Hong Kong or Macao Academic Credentials.

3. 其他地區學歷：

Academic credentials from other areas:

(1) 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

Academic credentials earned at overseas Taiwan schools or Taiwan schools in Mainland China are regarded as the same as those from domestic schools with equivalent levels.

(2) 前二目以外之國外地區學歷，應依大學辦理國外學歷採認辦法規定辦理。但設校或分校於大陸地區之外國學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

The academic credentials from the preceding 2 items are processed in accordance with the Regulations Regarding the Recognition of Foreign Academic Credentials. However, those with academic credentials earned from schools or branches established in Mainland China by foreign schools are required to obtain public notarization in Mainland China and be verified and examined by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan.

(三) 照片。

Photo

(四) 推薦書兩份。

Two letters of recommendation.

(五) 中文或英文留學計畫一份。

One copy of a Study Plan written either in Chinese or English.

(六) 足夠在臺就學之財力證明(至少美金 6,500 元或新台幣 195,000 元)，或政府、本校或民間機構提供全額獎助學金之證明。

A certificate of sufficient funds for studying in Taiwan (at least USD 6,500 or NTD 195,000), or proof of a full scholarship provided by the government, the university, or a private entity.

(七) 繳交報名費之證明。

Proof of payment of the application fee.

(八) 語言能力證明文件：招生學系(程)及其授課語言應依照本校外國學生申請入學招生簡章，申請者應提交相關語文能力證明

Language proficiency certificates: Applicants must submit relevant language proficiency certificates of meeting language requirements of recruiting departments (programs) and the language of instruction as described in the International Student Application Handbook of the university.

(申請全英語授課學系(程)者，應繳交英語能力證明：TOEFL iBT 61、TOEFL CBT 173、IELTS 5.0 或 TOEIC 550 以上，或其他同等級英文能力證明；申請全中文授課學系(程)者，應繳交中文能力證明：華語文能力測驗新制 TOCFL 進階級 B1 或其他同等級中文能力證明；申請國際專修部者，第一年於修讀華語課程期滿後應達華語文能力測驗 TOCFL 之聽力與閱讀測驗基礎級 A2 之標準始得進入系所修讀一年級，並於二年級起應達華語文能力測驗 TOCFL 之聽力與閱讀測驗進階級 B1 標準；申請應用中國文學系(國際班)者，



應繳交中文能力證明：華語文能力測驗 TOCFL 基礎級 A2 或其他同等級中文能力證明)。

For programs taught entirely in English, applicants must submit English proficiency certificates: TOEFL iBT 61, TOEFL CBT 173, IELTS 5.0, or TOEIC 550, or other equivalent English proficiency certificates. For programs taught entirely in Chinese, applicants must submit Chinese proficiency certificates: TOCFL B1 level or other equivalent Chinese proficiency certificates. Applicants to the International Foundation Program must meet the TOCFL A2 level in listening and reading after completing the first year of Chinese language courses in order to progress to the first year of their department studies. From the second year onward, they must meet the TOCFL B1 level in listening and reading. Applicants to the Applied Chinese Department (International Program) must submit Chinese proficiency certificates: TOCFL A2 or other equivalent Chinese proficiency certificates.

母語者免附語言能力證明文件，惟請提具相關證明。

Native speakers are exempt from submitting language proficiency certificates but must provide relevant proof.

已於國內修業累計滿二個學期以上之外國學生，得依「入學大學同等學力認定標準」第四條規定，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單及第一項規定文件申請轉入相關年級就讀。外國學生經入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入本校就讀。

Foreign students who have completed more than two semesters of study in Taiwan may transfer to the appropriate year level by providing academic transcripts and relevant documents specified in Section 1 as specified in Article 4 of "Standards for Recognition of Equivalent Educational Levels for University Admission". Foreign students who are expelled for poor conduct or due to a criminal conviction may not transfer for matriculation at the university.

已於外國大學就讀(肄業)或專科畢業之外國學生得持大學或專科之各項學歷(力)證明及成績單，並檢附第一項規定文件，依本規定申請就讀各年級。

Foreign students who have studied (but not completed) or graduated from a foreign university or junior college may apply for admission to the appropriate year level by providing academic transcripts and relevant documents specified in Section 1.

上述第二項及第三項申請就讀各年級之外國學生，其學分抵免及提高編級依本校「學

生申請科目學分抵免及科目免修辦法」規定辦理。

Foreign students applying for admission to various year levels as mentioned in Sections 2 and 3 above shall have their credit waiving and year-level advancements processed in accordance with Ming Chuan University Procedures for Course Credit Waiver Applications.

國際教育交流處審核外國學生之入學申請時，對第一項第二款未經駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求驗證；其業經驗證者，得請求協助查證。

When the International Education and Exchange Division reviews the admission applications of foreign students, if there is any doubt regarding documents specified in Section 1, Clause 2 that have not been authenticated by an overseas mission, an institution established or designated by the Executive Yuan, or a private organization commissioned by the Executive Yuan, verification may be requested; if the documents have already been authenticated, assistance in verification may be requested.

學生持畢業年級相當於國內高級中學學校二年級之國外或香港澳門地區同級同類學校畢業證明文件入學者，需依本校學則規定，另加修畢業學分。

Students who graduated from secondary education overseas or in Hong Kong or Macau regions at a year level equivalent to the second year of domestic high school, need to complete additional credits in addition to the required total credit hours for graduation in accordance with the General Provisions for Study.

入學許可應載明外國學生之姓名、就讀學程名稱、學位別、授課語言、入學之學年、學期開始日期、學雜費收退費基準、獎助學金及其他應告知外國學生之相關資訊之中文及英文版本，確認外國學生瞭解來臺就學相關權利義務，並得提供外國學生母國語言版本。

The admission notice should include the foreign student's name, program name, degree, language of instruction, academic year of admission, semester start date, tuition and fee standards, scholarships, and other relevant information in both Chinese and English to ensure that the foreign student understands their rights and obligations related to studying in Taiwan. A version in the foreign student's native language may also be provided.

- 七、 外國學生所繳入學證明文件有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，由本校撤銷其畢業資格並註銷其學位證書。

Foreign students who submit forged, counterfeit, or altered documentation when registering at the institution will have their admission status revoked; those who have already enrolled will have their student status revoked and no academic documentation will be issued to them; those who have already graduated will have their graduation qualification and diploma revoked by the university.

八、 外國學生已在臺完成學士以上學位，繼續申請入學碩士以上學程者，得檢具我國各院校畢業證書及歷年成績證明文件，依第六點規定申請入學，不受第六點第一項第二款規定限制。

Foreign students who have completed a Bachelor's program in Taiwan and are applying for a Master's program or above may submit a graduation certificate and academic transcripts from the local institution in accordance with the provisions of Article 6, and are not restricted by Clause 2, Section 1 of Article 6.

外國學生在我國就讀外國僑民學校或我國高級中等學校附設之雙語部（班）或私立高級中等學校外國課程部班畢業者，得持該等學校畢業證書及歷年成績證明文件，依第六點規定申請入學，不受第四點第一項及第六點第一項第二款規定之限制。

Foreign students who graduated from Overseas Chinese schools, bilingual programs attached to local high schools, or foreign curriculum programs at private high schools in Taiwan may follow regulations mentioned in Article 6 to use their graduation certificates and academic transcripts to apply to the university, and are not restricted by Section 1 of Article 4 and Clause 2, Section 1 of Article 6.

九、外國學生入學後，其學業及生活考核，應依本校相關規定辦理。

本校應即時於教育部指定之外國學生資料管理資訊系統，登錄外國學生入學、轉學、休學、退學或變更、喪失學生身分等情事。

After foreign students are admitted, their academic and living assessments shall be conducted in accordance with the university's relevant regulations. The university shall promptly record any events such as admission, transfer, leave of absence, withdrawal, or changes in or loss of student status for foreign students in the international student data management information system designated by the Ministry of Education.

十、 外國學生不得申請就讀本校所辦理回流教育之進修學士班、碩士在職專班及其他僅於夜間、例假日授課之班別。但外國學生在臺已具有合法居留身分者或其就讀之班別屬經教育部專案核准之課程者，不在此限。

Foreign students are not allowed to apply for Bachelor's Program for Upgrading

Students, Executive Master's Program, or other courses of study provided during evenings and weekends. However, if foreign students have already obtained legal resident status in Taiwan, or are taking other courses approved as special programs by the Ministry of Education, these limitations do not apply.

十一、外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；已逾該學年第一學期修業期間三分之一者，於第二學期或下一學年註冊入學。但教育部另有規定者，不在此限。

Foreign students may enter the university in the semester they registered for once they have not missed one-third of the study period; those who register after one-third of the first semester shall be admitted for the second semester or the next academic year. However, if there are different regulations stipulated by the Ministry of Education, those shall apply.

十二、外國學生畢業後，經本校核轉教育部許可在我國實習者，其外國學生身分最長得延長至畢業後一年。

Foreign students may extend their foreign student status for up to one year after graduation if they are approved by the university and permitted by the Ministry of Education to intern in Taiwan.

外國學生來臺就學後，其於就學期間獲得許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但入學方式與我國內一般學生相同者，及依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍者，不在此限。

Foreign students who establish household registration, transfer household registration, naturalize, or regain ROC nationality during their study period in Taiwan will lose their foreign student status and should withdraw from the university. However, this does not apply to those who enter through the same admission procedures as domestic students or those who apply for naturalization under Article 4, Section 1, Clauses 1 to 3 of the Nationality Act. 經查有違前項規定者，取消錄取資格或開除學籍；畢業後始察覺者，除依法追繳其學位證書，並撤銷其畢業資格。

Those found to have violated the above regulations will have their admission canceled or be expelled from the university. If related matters are discovered after graduation, their degree certificates will be revoked and their graduation qualifications annulled.

新生入學第一學期即申請休學者須經所屬系所召開輔導會後檢附輔導記錄及相關事証，始得以專案辦理。

New students applying for a study leave in their first semester can be processed as a special

case once they provide counseling records and relevant documentation after a counseling meeting held by their department.

十三、本校在不影響正常教學情況下，得與外國學校簽訂教育合作協議，招收外國交換學生；並得準用本入學規定，酌收外國人士為選讀生。

The university may sign educational cooperation agreements with foreign schools to recruit foreign exchange students without affecting regular teaching activities; the university may also admit foreign individuals as non-matriculating students in accordance with these admission regulations.

十四、本校因國際學術合作計畫或其他特殊需求需成立外國學生專班者，應依專科以上學校總量發展規模與資源條件標準相關規定，經教育部核定。

If the university needs to establish special programs for foreign students due to international academic cooperation projects or other special needs, it must comply with the relevant regulations on the development scale and resource conditions for junior colleges and above, and obtain approval from the Ministry of Education.

十五、本校為鼓勵外國學生來臺就學，得提撥經費設置外國學生獎學金、助學金。

The university may allocate funds to establish scholarships and grants for foreign students to encourage them to study in Taiwan.

十六、本校指定國際教育交流處辦理外國學生就學申請、國際學生顧問室辦理輔導、聯繫等事項，學務處辦理並加強安排學校住宿及由各學院輔導外國學生學習我國語文、文化等，以增進外國學生對我國之了解。

The institution designates the International Education and Exchange Division to handle the admission applications of foreign students, and the International Student Service Section to provide counseling and liaison services. The Student Affairs Division is responsible for arranging accommodations and coordinating with the Schools to guide foreign students in learning Mandarin and understanding the local culture, thereby enhancing their understanding of Taiwan.

本校於每學年度不定期舉辦外國學生輔導活動或促進校園國際化，有助我國學生與外國學生交流、互動之活動。

The university also organizes counseling activities for foreign students and events to promote campus internationalization at various times throughout each academic year, facilitating interaction and exchange between local and foreign students.

十七、外國學生含經駐外機構推薦來臺就學之外交部臺灣獎學金受獎學生及具我國永久居留

身分者，其就學應繳之費用，均依本校收費標準辦理。唯依第二點第三項規定入學者，依協議規定辦理。

Foreign students, including those recommended by overseas agencies to study in Taiwan, recipients of the Ministry of Foreign Affairs Taiwan Scholarship, and those with permanent residency in Taiwan, shall pay tuition and fees according to the university's standard fee schedule. However, those admitted under the provisions of Article 2, Section 3 shall follow the agreement stipulations.

十八、經核准入學之外國學生註冊時，應檢附本校發給之入學通知書、已投保自入境當日起至少六個月效期之醫療及傷害保險。

前項保險證明如為國外所核發者，應經駐外機構驗證。

Foreign students who have been approved for admission must, at the time of registration, submit the admission letter issued by the university along with proof of medical and accident insurance that is valid for at least six months from the date of entry into Taiwan. If the insurance certificate is issued abroad, it must be authenticated by a Taiwan overseas agency.

新生於註冊時如未檢附第一項保險證明者，應配合繳納第一學期校內保險費，並加入國內合格保險公司提供之「境外生醫療保險」。在臺居留滿六個月之日起由本校代為辦理全民健康保險投保事宜。自第二學期起全民健康保險費用納入繳費單內，由本校逐月代為繳納。

If new students do not provide the insurance certificate mentioned above during registration period, they must pay the university insurance fee for the first semester and join the 'Overseas Student Medical Insurance' provided by a qualified insurance company in Taiwan. Starting from the date they have resided in Taiwan for six months; the university will assist them in enrolling in the National Health Insurance scheme. From the second semester onward, the National Health Insurance premiums will be included in the tuition statement and will be paid by the university on a monthly basis.

第二學期仍未符合連續居留滿六個月以上加保資格者，需持續投保「境外生醫療保險」直至符合投保全民健康保險。

Students who do not meet the requirement of continuous residence in Taiwan for more than six months by the second semester must continue to purchase the 'Overseas Student Medical Insurance' until they qualify for the National Health

Insurance.

十九、外國學生有違反就業服務法之規定經查證屬實者，本校應即依規定處理。

If foreign students are found to have violated the Employment Service Act, the university shall handle the matter in accordance with the regulations.

二十、外國學生如有休、退學或變更、喪失學生身分等情事，本校將通報外交部領事事務局及本校所在地之內政部移民署服務站，並副知教育部。

If foreign students apply for study leave, withdraw from school, or have their student status changed or revoked, the university will notify the Bureau of Consular Affairs of the Ministry of Foreign Affairs and the local service center of the National Immigration Agency, and inform the Ministry of Education.

二十一、外國學生來本校附設之華語文中心學習語文者，其申請程序、獎補助、管理與輔導、缺課時數逾該期上課總時數四分之一以上及變更或喪失學生身分之通報，準用第六點第一項第一款、第三款至第四款、第九點、第十五點、第十六點、第十八點第一項、第二項及第二十點規定。

Matters concerning application procedures, scholarships, administration and counseling, absences exceeding one-fourth of the total class hours for a given semester, changes in student status, or loss of student status for foreign students studying language at the Mandarin Studies and Culture Center of the institution will be handled in accordance with the provisions outlined in Article 6, Section 1, Clauses 1, 3, and 4; Article 9; Article 15; Article 16; Article 18, Sections 1 and 2; and Article 20.

二十二、本規定經本校招生委員會會議通過，報請教育部核定後實施，修正時亦同。

Upon being passed at a Student Admissions Recruitment Committee Meeting and reported to the Ministry of Education for reference, these procedures were announced and implemented. Any revision must follow the same procedure.

**\*\*In the event of any inconsistency or discrepancy between the Chinese and other language versions of this document, the Chinese version shall prevail.\*\***