

2026 Spring-Important Notice for Newly Admitted International Students

from Academic Affairs Office and Office of International Affairs, 2025/11

1. Important events

Date	Things to do
Feb. 4- Mar. 6	<u>Move in to the on-campus dormitory</u> 1. Dormitory accommodation will be provided to all students who have applied. However, please note that all students must pass the health check in advance. 2. Male Ph.D. and master's students are assigned to the 2nd dormitory, and female students to the 3rd dormitory. 3. Contact information: Health check: angela@mail.ntust.edu.tw Dormitory Accommodation: chunchi@mail.ntust.edu.tw
Feb. 5- Feb. 6	<u>On-site Registration (9:30-11:30, 14:00- 16:30)</u> Location: 4F of IB building After completing the registration, students will receive the passwords for course registration and certificate of enrollment to apply for the ARC.
Feb. 7	<u>Health Check-up Examination for All New Students (13:30-16:00)</u> <u>Location: 1F of the Gymnasium (NTUST campus)</u> <u>Those who are unable to attend the on-campus health check must go to an external facility for a paid check-up at their own expense.</u>
Feb. 9	<u>On-site Orientation (12:10-13:20)</u> Location: IB 401
Feb. 10	Deadline for application of admission deferral (Please refer to page 9 of the application guidelines for the eligibility requirements.)
Feb. 12-Feb. 22	<u>Chinese Lunar Year</u> During the Lunar New Year holiday, all administrative staff will be off, and we are unable to process any registrations.
Feb. 23	Classes Begin
Feb. 23- Feb. 24	<u>On-site Registration (9:30-11:30, 14:00- 16:30)</u> Location: 4F of IB building After completing the registration, students will receive the passwords for course registration and certificate of enrollment to apply for the ARC.
Feb. 23- Mar. 06	Course Add & Drop Period
Feb. 25	Deadline for Credit Transfer Application

Mar. 6	Final date of the on-site registration Students who fail to register by Mar. 6 will be considered to have given up your admission.
Note	<u>Check the Academic Calendar</u>

1.1. Documents to be submitted to the Office of Academic Affairs upon registration

- A. Students who have obtained their degree from R.O.C. are not required to authenticate their diploma nor their transcript.
- B. Students from **Indonesia, the Philippines, Vietnam, and Malaysia** who have graduated from universities in their home countries are not required to authenticate their diplomas and transcripts.
- C. Students from **the Republic Paraguay** who have graduated from universities in their home countries are only required to authenticate their diploma and transcript records **by Ministry of Foreign Affairs in their country.**
- D. Students from countries other than the six countries stated above are required to authenticate their diploma and transcript **by an overseas Embassy of R.O.C (Taiwan) or Mission of R.O.C (Taiwan)** in the country where the university located upon arrival for registration. E.g. an applicant graduated from Thailand should get the documents authenticated by Embassy of R.O.C in Thailand.

Document	Detail
1. Passport	
2. Original Diploma and its authentication	1. Master's program: Please submit the Bachelor's degree
3. Original Transcript and its authentication	2. PhD program: Please submit the master's degree
	3. If the original diploma or transcript is neither in English nor in Chinese, an English translation is needed together with the original. The English version should be authenticated as well.
4. Financial Statement or Scholarship Letter	Present the financial statement that has been uploaded to the system when you reported your intention for enrollment. The financial statement can be a scholarship letter of MOFA or MOE, a NTUST scholarship, scholarships or assistantships by NTUST professors or departments or graduate institution or a financial statement issued by a bank which covered at least 4000 USD. If the bank account statement is under the applicant's parent's name, please submit the bank statement and the financial supporter's signed guarantee of financial support.
5. Language Proficiency Certificate	Present the original language proficiency certificate that was uploaded during the online application period. For those who uploaded an unofficial version during the application period, please submit the official certificate upon enrollment.
6. Copy of the above documents	

❖ **Document authentication:**

If your documents must be authenticated by the Taiwan Mission which is responsible for your consular district, please check the consular districts of the country which issued your passport/travel document) at <https://www.boca.gov.tw/sp-foof-countrylp-01-2.html>

For example, documents issued from Ethiopia or Pakistan must apply to the Taipei Economic and Cultural Representative Office in the Kingdom of Saudi Arabia for authentication

E. Students who have obtained their degree from **Mainland China** shall get the documents authenticated according to MOE “Regulations Governing the Examination and Recognition of Educational Qualifications from Mainland China” (Chinese version only). The following documents are required upon registration:

Document	Detail
1. Passport	
2. Original Graduation Certificate and its authentication	1.Master’s program: Please submit the Bachelor’s degree 2.PhD program: Please submit the master’s degree 3.Original Graduation certificate(畢業證書) in Chinese must be authenticated by CHSI.
3. Original Degree Certificate and its authentication	4.Original Degree certificate(學位證書) in Chinese must be authenticated by CHSI.
4. Original Transcript and its authentication	5.Original transcript must be authenticated by CHSI.
5. The Master’s or Ph. D. thesis in soft copy	For Ph.D. students only: A soft copy of the Master’s or Ph.D. thesis, along with a scanned copy of the cover page bearing the official stamp of the previous university.
6. Financial Statement or Scholarship Letter	Present the financial statement that has been uploaded to the system when you reported your intention for enrollment. The financial statement can be a scholarship letter of MOFA or MOE, a NTUST scholarship, scholarships or assistantships by NTUST professors or departments or graduate institution or a financial statement issued by a bank which covered at least 4000 USD. If the bank account statement is under the applicant's parent’s name, please submit the bank statement and the financial supporter's signed guarantee of financial support.
7. Language Proficiency Certificate	Present the original language proficiency certificate that was uploaded during the online application period. For those who uploaded an unofficial version during the application period, please submit the official certificate upon enrollment.
8. Copy of the above documents	

❖ **Document authentication:**

CHSI : <https://www.chsi.com.cn/>

1.2. **Special Attention**

Applicants should confirm to the MOE [Regulations Regarding International Students Undertaking Studies in Taiwan](#). Any violations of the mentioned regulations will result in immediate cancellation of the applicant's admission or the deprivation of the applicant's recognized status as Taiwan Tech registered student or revocation of applicant's Taiwan Tech diploma. No academic certificate will be given. An international student submitting forged, fabricated, or altered papers for the purpose of their school application shall be subject to enrollment qualification cancellation; or revocation of enrollment and denial to the request of any certificate pertaining to study, if the said student is already enrolled; or revocation of graduation qualifications and cancellation of the diploma by the student's school, if the said student has been already graduated.

2. [Academic Rules](#) (Spring 2026)

2.1. **Related Regulations**

- [General Academic Regulations](#)
- [Master's and Doctoral Degree Thesis Defense Examination Regulations](#)
- [Doctoral Program Candidate Qualifying Examination Regulation](#)
- [Rules and Precautions for Writing and Formatting Theses](#)
- [Other regulations](#)



2.2. **Summary of the requirements for a degree conferral**

Requirements for conferral of a Master's/Ph. D. degree		
	Master	Ph. D.
Period of Study	1-4 years	2-7 years

<p>Minimum credits (Passing Grade: B-) The department's rules prevail.</p>	<ol style="list-style-type: none"> 1. MBA program: 45 2. Graduate Institute of Technology Management, Department of Business Administration, Graduate Institute of Finance:42 3. Other departments in School of Management, Graduate Institute of Patent: 36 4. Graduate Institute of Digital Learning and Education, Department of Applied Foreign Language: 30 5. Other departments: 24 	<ol style="list-style-type: none"> 1. Graduate Institute of Digital Learning and Education, Department of Industrial Management, Graduate Institute of Finance: 30 2. Other departments in School of Management: 24 3. Other departments: 18 4. Direct Pursuit of Ph. D Degree students may consult your major department for credit information.
<p>Required courses</p>	<p>Refer to the major department</p>	
<p>Qualifying exam</p>	<ol style="list-style-type: none"> 1. Students must pass this qualifying exam within the following deadline; otherwise, they will be expelled from this university: 2. School of Management-within the first 3 years 3. Other Departments -within the first 2 years 4. Passing score: 70(B-) 	
<p>Oral defense</p>	<p>Thesis</p>	<p>Dissertation</p>
<p>Application period of the oral defense</p>	<p>Fall semester: from Oct. 1 to Jan. 31 Spring semester: from April 1 to July 31</p>	
<p>Regulation of Academic Research Ethics Course</p>	<p>Graduate students should complete this course before the end of their first year.</p> <p>Graduate students can apply for the examination of degree only after they pass the course. https://cla.ntust.edu.tw/p/412-1076-8603.php?Lang=en</p>	
<p>Laboratory Safety Training Course</p>	<p>The training course is mandatory and required by law for every new graduate student who will be involved in laboratory work.</p> <p>Registration Website: https://she.ntust.edu.tw/index.php Contact: Ms. Chieh-Ju Yu, e-mail address: amandayu@mail.ntust.edu.tw</p>	
<p>Others</p>	<p>Please contact your major department</p>	



2.3. Graduate students should choose a thesis advisor according to the regulations of their department or

graduate institute or degree program. They may also select scholars or experts to serve as co-advisors. After having selected their advisor(s), students must enter the relevant information on their advisor(s) into the online "NTUST Student Information System". In addition, they have to register their advisor(s) at the department office within the prescribed deadline by submitting a written consent form signed by their advisor(s). To register a co-advisor, relevant supporting documents on the co-advisor's academic and professional experience needs be submitted along with a consent form for co-advising which will be reviewed by the department.

- 2.4. New graduate students must log into the "Thesis/Dissertation and Advisor Information System" to register the research objectives of their thesis. Students must confirm with their supervisor during the initial stage of thesis writing that the topic and content of their thesis align with the department's academic field of expertise. Students have to submit their thesis topic and an outline of their research objectives to the department to confirm whether the thesis aligns with the department's academic field of expertise. This has to be done before the end of the semester prior to the degree exam, or, at the latest, before the deadline of the university-wide course add-and-drop period deadline of the semester of the degree exam. The exact deadline within this period may be specified by their department. An exception holds for departments that conduct oral examinations for thesis research projects. In that case, students are required to verify that their dissertation is in line with the department's academic field of expertise during the oral examination of the research project. Students who do not comply with these regulations are not eligible to apply for the degree exam.

3. Course Selection

- 3.1. After completing the on-site registration at Taiwan Tech in February, students will be given their student ID and passwords to select courses.
- 3.2. Classes begin: Feb. 23, 2026
- 3.3. Course Selection Schedule

Course Announcement		
Course	Time	Note
Taiwan Tech courses	Dec. 12, 2025	Course information can be found via Course Catalog System.
NTU System courses	Jan. 09, 2026 (schedule time)	
Special Attendance		
1. Important Information : https://reurl.cc/yvzmml 2. Course Catalogue System : https://querycourse.ntust.edu.tw/querycourse/ 3. Course Selection System : https://courseselection.ntust.edu.tw/ 4. Fifth or Sixth year undergraduate students, graduate students taking courses offered by undergraduate program, and students taking courses offered by teacher education center need to pay extra credit fees during Mar. 20 to Mar. 30, 2026 . If the fees are not paid, the courses will be cancelled after being announced by Office of Academic and the cancelled course will be especially marked on the transcript.		

5. Serial codes starting with G or the third serial code being ≤ 4 indicate that the course is offered by the undergraduate program.

	Time	Details
Course Adding and Dropping Period for All Students. For NTUST, NTU, NTNU Courses	Feb. 23, 2026 9:00 a.m. to Mar. 06, 2026 5:00 p.m.	<ol style="list-style-type: none"> 1. The stage is on the first-come, first-served basis. 2. The Authorization Code Operation: If you can't select courses online, please attend the course and inquire for the Authorization Code. Please log in to the Student Information System to select course by putting in the Authorization Code. If you fail, please contact Office of Academic Affairs. 3. After finishing your course selection, please follow the instruction of the system and press the button Send the course schedule to your E-mail Box. You will receive the result via NTUST student E-mail account. If there is any question, please log in to the system again or directly consult with the computer center.
Inter-University Course Selection	Feb. 23, 2026 to Mar. 06, 2026	Inter-University courses that are not offered by NTU or NTNU should be selected by manual operation. Please fill in the "Inter-University Course Selection Form" and submit it to Office of Academic Affairs.
Correction Period of the Course Selection	Mar. 09, 2026 9:00 a.m. to Mar. 11, 2026 5:00 p.m.	After finishing the course adding and dropping, students should log in to the Student Information System to confirm the course schedule. If there is any mistake, please consult with the Undergraduate Academic Affairs Division/ Graduate Academic Affairs Division. However, this period is for course correction only, no more adding or dropping can be made.
2 nd Course Withdrawal Period	Apr. 27, 2026 9:00 a.m. to May 14, 2025 5:00 p.m.	<ol style="list-style-type: none"> 1. Please withdraw via the Student Information System, print out the application form, and send it before the designated deadline to the Undergraduate/Graduate Academic Affairs Division. 2. For undergraduate students, the total credit count should not fall below the required minimum credits for the semester after they drop courses. However, undergraduates who are in their last year or those with extended school years have to take at least one subject. 3. The paid credit fees are not refundable. The courses that dropped will be marked as "W"(withdrawn) on the transcript. 4. Intensive courses cannot be dropped via 2nd Course Withdrawal. 5. Students taking TAICA Alliance courses (course codes starting with ZA) who wish to apply for 2nd course withdrawal must follow the time and method announced by the General Academic Affairs Division. Late or incorrect applications will not be accepted.

3.4. Be sure to drop the courses that you do not plan to attend. Otherwise, students may receive Grade "E"

which will be shown on their transcript.

- 3.5. Students should contact their department for detailed information about graduation requirements and ensure they have taken all the necessary courses.

4. Credit Transfer

- 4.1. [Credit Transfer Regulation](#)
- 4.2. Deadline for application for credit transfer- **Feb. 25, 2026**
- 4.3. The credits that have been gained from the graduate program in the prior university and have not been counted to students' previous graduation credits may be transferred to Taiwan Tech after approved by the chairman of registered department.
- 4.4. For degree students, the maximum number of transferred credits cannot exceed half of the required credits required for graduation.
- 4.5. For dual degree students, the maximum number of transferable credits cannot exceed two-thirds of the credits required for graduation.
- 4.6. Please contact the registered department directly for details.



5. Tuition and Supplementary Fees Payment

- 5.1. [Tuition Fees and Refunds Criteria](#)
- 5.2. Tuition fees are subject to change based on the latest announcements. Please refer to the most recent schedule of tuition and miscellaneous fees.
- 5.3. New students should pay tuition fees either IN CASH or by using a credit card issued in Taiwan upon registration.



6. Application for a Leave of absence/ withdrawal

Leave of absence	Withdrawal
<ul style="list-style-type: none">• Maximum: 4 Semesters in total• Fill out the application form• ARC will be suspended during absence period.	<ul style="list-style-type: none">• Fill out the application form• ARC will be suspended

7. NTUST Scholarship

- 7.1. Students from abroad applying for admission to our English-taught programs for master's and doctoral degrees as full-time students may apply for one year's NTUST Scholarship.
- 7.2. The following international graduate students may not apply for this scholarship:
- (1) Students who are already receiving other forms of financial aid from the R.O.C government or the National Taiwan University of Science and Technology. (Exceptions to this regulation include research stipends or work-study payments, and financial aid provided under special agreements signed with Taiwan Tech.).

(2) Those who are discovered to be enrolled at another university in Taiwan while they are studying at Taiwan Tech.

(3) Those who are engaged in full-time paid employment in the R.O.C.

7.3. The durations and amounts of the scholarship are listed below:

Type		Duration	Amount of scholarship
Full scholarship	Master's program	Maximum 2 years	NT\$ 12,000 / month
	PhD program	Maximum 3 years	NT\$ 18,000 / month
Partial scholarship	Master's program	Maximum 2 years	NT\$ 9,000 / month
	PhD program	Maximum 3 years	NT\$ 12,500 / month
Tuition waiver	Master's program	Maximum 2 years	
	PhD program	Maximum 4 years	
For scholarship recipients, tuition and fees are waived for each year of the scholarship.			

7.4. NTUST scholarship recipients have to apply for the scholarship renewal for their next year of graduate study at the end of every academic year. The continuation of the scholarship depends on the student's academic and research performance.

7.5. NTUST scholarship recipients who wish to transfer to another department must re-apply for the scholarship from the new department. This is because the scholarship awarded by their original department is not transferable to the new department.

7.6. Scholarship recipients are not allowed to receive both an NTUST scholarship and any other scholarships (such as those awarded by the Taiwan Government, other government agencies or other organizations) at the same time. As soon as the OIA receives notification from the relevant agency that a student has been awarded an outside scholarship, the student will no longer be eligible to receive an NTUST scholarship.

7.7. For the NTUST scholarship recipient, both those receiving a full monthly stipend and those with a partial monthly stipend, the department or thesis advisor must provide NTD6,000 of the monthly stipend to master's students and NTD6,000 of the monthly stipend to doctoral students, with the remaining portion of the stipend provided by the university. This regulation will be applied beginning from the second year of master's and doctoral degree students, and continuing into the third year of doctoral degree students; some of the departments may put his policy into practice starting from the first year. For example: a master's degree student with a full monthly stipend will receive NTD6,000 from the department and NTD6,000 from the university.

7.8. The NTUST scholarship covers tuition and credit fees; however, recipients are responsible for miscellaneous expenses, including internet, insurance, and dormitory fees.

7.9. How do you begin receiving your scholarship payment?

After you have arrived at Taiwan Tech, you must apply for an Alien Resident Certificate (ARC). Once you have your ARC, you must go to the campus post office to open a postal savings account. After that, please log in to the **Student Information System** to register your information. Please make sure that all the information you have provided is correct; otherwise, you may not be able to receive your scholarship. Because of the high volume of administrative processing work at the beginning of a new semester, scholarship students should expect to receive their **September and October stipend payments around**

the end of October, while February and March stipend payments will be deposited around the end of March. Because of this, students should come to Taiwan with sufficient funds to cover their first two months' living expenses. Also, please note: Because of administrative delays caused by the Lunar New Year, there may be a delay in the depositing of scholarship stipends over the Winter Vacation. **So, scholarship students are advised to save some money ahead of Winter Vacation to get them through any delay until their next stipend is deposited.**

8. Health Insurance

- 8.1. Before you arrive in Taiwan, you should purchase the Overseas Health Insurance in your country, which can cover six months.
- 8.2. After you hold Alien Resident Certificate (ARC) and stay in Taiwan more than 6 months, Office of International Affairs will help you join the National Health Insurance, which is provided by the government.
 - ❖ **Important Notice:** The Office of International Affairs (OIA) will not automatically help you apply for National Health Insurance; please provide the OIA with a copy of your ARC, tuition bill receipt and your student ID, and we will then help you enroll in National Health Insurance.
- 8.3. National Health Insurance (NHI) is compulsory for all the residents in Taiwan. The NHI fee will show on your tuition fee payment slip from the second semester. Please refer to NHI website for more information. <https://eng.nhi.gov.tw/en/mp-2.html>

9. Visa Application

An Offer of Admission from Taiwan Tech is not a guarantee for the approval of issuance a Resident Visa. Visa shall only be approved by an overseas Embassy of Republic of China (Taiwan). For information on Resident Visas, please see <https://www.boca.gov.tw/mp-2.html>

(Click “Visa” → Click “Resident Visas” → Click ”Detailed Information on Republic of China Resident Visas” → Click “Residents Visas for Foreign Students”.)

9.1. Required Documents

(1)Application form	<ul style="list-style-type: none"> • Go to website: https://visawebapp.boca.gov.tw/. • Fill out the application form online and print it out. • Make sure the application form shows a bar code on it. • Sign the application form.
(2)Two color passport-size photos (45 mm in height and 35 mm in width) photos	<ul style="list-style-type: none"> • Paste on the application form two color passport-size photos with a white background taken within 6 months.
(3)Passport and one photocopy of the passport	<ul style="list-style-type: none"> • The passport must be valid for at least 6 months and there are blank pages left in it. • One photocopy of the passport bio-page including the holder’s picture is required.
(4)Original and one	<ul style="list-style-type: none"> • The health certificate should be issued within 3 months by one of the

<p>photocopy of health certificate</p>	<p>local hospitals designated by the Centers for Disease Control of Ministry of Health and Welfare of the R.O.C. (Taiwan) or a foreign hospital. Health certificates issued by foreign hospitals must be authenticated by an R.O.C. (Taiwan) overseas mission.</p> <ul style="list-style-type: none"> • Visit the website of the Centers for Disease Control at https://www.cdc.gov.tw/En for health checkup items and the list of designated local hospitals.
<p>(5)Original and one photocopy of admission permit or record of enrollment, registration, and transcripts</p>	<ul style="list-style-type: none"> • For school applications and admission permits, follow the instructions of the “Regulations Regarding International Students Undertaking Studies in Taiwan” promulgated by the Ministry of Education. • The admission permit is required for Resident Visa application. • For high schools and below, only students from countries whose citizens are allowed to enter the R.O.C. (Taiwan) under visa-waiver program (including the trial visa-free entry nations of Brunei, North Macedonia, Philippines and Thailand) may enroll in high schools that are accredited to accept foreign students by the Ministry of Education. • Applicants who are eligible to shift his/her valid visa from current purpose to the resident visa for student purpose are required to present the record of enrollment and registration as well as transcripts.
<p>(6)Original and one photocopy of highest education diploma and transcripts for each year</p>	<ul style="list-style-type: none"> • For diplomas and transcripts in languages other than Chinese or English, a Chinese- or English-translation version is also required. (Must be authenticated by an R.O.C (Taiwan) overseas mission.)
<p>(7)Original and one photocopy of proof of financial support</p>	<p>Bank statements or records of remittance provided by the applicant or his/her relatives within the third degree of kinship (grandparents, parents and siblings).</p> <p>*Bank statements or records of remittance supported by the applicant’s relatives must be submitted along with the household registration/ birth certificate/ family book which may prove the relationship of relative.</p> <p>*The amount showing on the bank statements or records of remittance, when the visa application is submitted, must be sufficient enough for at least a consecutive 6 months living needs.</p> <p>*The scholarship certificate must indicate the duration and the exact amount of the scholarship.</p>
<p>(8)Other supporting documents</p>	<p>The Documents listed below are required optionally (required on a case-by-case basis)</p> <ul style="list-style-type: none"> • The purpose for visiting Taiwan, • Consent from parents and the guardian in Taiwan, • Guarantee letter,

	<ul style="list-style-type: none"> • Police Criminal Record Certificate, • Language ability certificate, • Photocopies of the Visitor Visa and the immigration entry stamp.
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9.2. Application Procedure

- A. Applicants outside of the R.O.C. (Taiwan) who meet the requirements for students' Resident Visa are advised to apply for the visa from an R.O.C. (Taiwan) overseas mission.
- B. Applicants who enter the R.O.C. (Taiwan) on a Visitor Visa for the purpose of "foreign students" may apply to the National Immigration Agency for residence and obtain an Alien Resident Certificate.

9.3. Notice

- A. Visa issuance is an act of sovereignty. According to the "Statute Governing Issuance of R.O.C. Visas in Foreign Passport" and "Enforcement Rules for the Issuance of R.O.C. Visas to Foreign-Passport Holders," the R.O.C. reserves the right not to issue a visa and is under no obligation to disclose the reason. Application fee for no-issuance cases is non-refundable.
- B. Processing of Resident Visa application inside the R.O.C. (Taiwan) takes 8 work days. Resident Visa applicants are advised to apply to the Bureau of Consular Affairs 8 work days before the duration of stay expires. Application will be turned down and fee not refunded in the event that required documents are not submitted in full within 7 days after the applicant is informed by the Bureau of Consular Affairs. In the event that the applicant's duration of stay expires while the Resident Visa is under processing and eventually rejected, the applicant is to assume the sole responsibility of overstay and the penalty therefore imposed.
- C. Original documents are to be returned after review. Documents produced outside of the R.O.C. (Taiwan) must be authenticated by an R.O.C. (Taiwan) overseas mission; if produced in Mainland China must be authenticated by Straits Exchange Foundation. Documents that are in languages other than Chinese or English must be accompanied by a Chinese- or English-translation version. The original-language documents and the accompanying Chinese- or English-translation version must be authenticated by an R.O.C. (Taiwan) overseas mission or attested by District Court or Notary Public.
- D. For visa application fees, please refer to "Standard Fees for R.O.C. (Taiwan) Visas in Foreign Passports"(pdf file).
- E. Those who enter the R.O.C. (Taiwan) without a visa or with a landing visa and those who enter the R.O.C. (Taiwan) on a Visitor Visa not for the purpose of undertaking studies may not apply for a Resident Visa or an extension of duration of stay on the ground of undertaking studies. Those not enrolled as full-time students may not apply for a Resident Visa on the ground of undertaking studies.
- F. Those who enter the R.O.C. (Taiwan) on a Resident Visa or get a Resident Visa after having arrived in the R.O.C. (Taiwan) must apply for an Alien Resident Certificate and Re-entry Permit at local service centers of National Immigration Agency. The former must apply within 30 days from the next day of arrival, and the latter must apply within 30 days from the Resident Visa issuance date. Duration of stay is noted on the Alien Resident Certificate.

G. Obtaining a school admission permit does not guarantee the issuance of a Resident Visa. Obtaining a Resident Visa does not entitle the visa holder to enter the R.O.C.(Taiwan).

For more details, please contact the Bureau of Consular Affairs, Ministry of Foreign Affairs

Website: <https://www.boca.gov.tw/mp-2.html>

Address: 3-5F, 2-2, Sec.1, Jinan Rd., Zhongzheng Dist., Taipei City 100219, Taiwan (R.O.C.)

Tel: (+886) 2-2343-2888

E-mail: post@boca.gov.tw

2026 年春季班國際新生重要通知

教務處、國際事務處 2025/11 月

1. 重要時程

日期	事項
2 月 4 日至 3 月 6 日	入住校內宿舍 1. 凡已申請宿舍者，皆可安排住宿。但請注意，所有學生都必須事先通過健康檢查。 2. 男博士生安排於第二宿舍，男碩士生安排於第一宿舍，女學生安排於第三宿舍。 3. 聯絡資訊： 健檢： angela@mail.ntust.edu.tw 宿舍： chunchi@mail.ntust.edu.tw
2 月 5 日至 2 月 6 日	現場註冊(9:30–11:30、14:00–16:30) 地點：國際大樓 (IB) 4 樓 完成註冊後，學生將取得選課密碼及可供申請 ARC 的在學證明。
2 月 7 日	全體新生健康檢查(13:30–16:00) 地點：體育館 1 樓 (臺科大校內) 未能參加校內健檢者，須自行前往校外醫療院所自費受檢。
2 月 9 日：	現場新生說明會(12:10–13:20) 地點：IB 401
2 月 10 日	保留學籍最後申請日(保留資格請參見簡章第 9 頁)
2 月 12 日至 2 月 22 日：	農曆新年： 新年期間學校停止上班，我們無法辦理新生註冊。
2 月 23 日：	開始上課
2 月 23 日至 2 月 24 日	現場註冊(9:30–11:30、14:00–16:30) 地點：國際大樓 (IB) 4 樓 完成註冊後，學生將取得選課密碼及可供申請 ARC 的在學證明。
2 月 23 日至 3 月 6 日：	加退選期間
2 月 26 日：	學分抵免申請截止
3 月 6 日：	現場註冊最後截止日 未於 3 月 6 日前完成註冊者，視同放棄入學資格。
備註	行事曆 

1.1 註冊時應繳交至教務處之文件

A. 具有中華民國學歷者無須驗證畢業證書及成績單。

- B. 印尼、菲律賓、越南、馬來西亞國籍者，若畢業於本國大學，無須驗證畢業證書及成績單。
- C. 巴拉圭國籍者，若畢業於本國大學，只需由該國外交部驗證畢業證書及成績資料。
- D. 除上述五國以外之錄取者：學生須於報到註冊時，提出由該學校所在地之中華民國（臺灣）駐外館處驗證之畢業證書及成績單。例如：若申請人畢業於泰國，則應由駐泰國之中華民國（臺灣）館處驗證文件。

應繳文件如下：

文件	說明
1. 護照	
2. 畢業證書正本及其驗證	1. 就讀碩士班：請繳交學士學位證書 2. 就讀博士班：請繳交碩士學位證書
3. 成績單正本及其驗證	3. 若畢業證書或成績單非英文或中文，須連同原文文件一併檢附英文譯本，且英文譯本亦須完成驗證。
4. 財力證明或獎學金證明	請出示於回覆就讀意願時上傳至系統中的財力證明。財力證明可以是：外交部或教育部獎學金證明、台科大獎學金、台科大教授／系所／研究所提供之獎助學金，或銀行開立且金額至少達 4,000 美元之存款證明。若帳戶為父母名下，請同時繳交銀行證明及資助人簽署之財力擔保書。
5. 語言能力證明	請出示申請期間上傳之語言能力證明正本。若申請時上傳的是非正式版本，請於入學時補繳正式證書。
6. 上述文件影本	
<p>文件驗證提醒：</p> <p>若你的文件須由負責你領務轄區的臺灣駐外館處驗證，請查詢 BOCA 網站所列之各國領務轄區。例如：衣索比亞或巴基斯坦核發之文件，須送交駐沙烏地阿拉伯王國臺北經濟文化代表處辦理驗證。</p>	

E. 持中國大陸學歷者

須依教育部《大陸地區學歷採認辦法》辦理驗證（僅有中文版），註冊時須繳交下列文件：

文件	說明
1. 護照	
2. 畢業證書正本及其驗證	1. 就讀碩士班：請繳交學士學位證書 2. 就讀博士班：請繳交碩士學位證書
3. 學位證書正本及其驗證	3. 畢業證書正本須經 CSSD 驗證 4. 學位證書正本須經 CDGDC 驗證
4. 成績單正本及其驗證	5. 成績單正本須經 CSSD 或 CDGDC 驗證
5. 碩士或博士論文電子檔	僅就讀博士學位生須繳交：碩士或博士論文電子檔，並附前一學校加蓋校印之封面掃描檔。

6.財力證明或獎學金證明	請出示於回覆就讀意願時上傳至系統中的財力證明。財力證明可以是：外交部或教育部獎學金證明、台科大獎學金、台科大教授／系所／研究所提供之獎助學金，或銀行開立且金額至少達4,000 美元之存款證明。若帳戶為父母名下，請同時繳交銀行證明及資助人簽署之財力擔保書。
7.語言能力證明	請出示申請期間上傳之語言能力證明正本。若申請時上傳的是非正式版本，請於入學時補繳正式證書。
8.上述文件影本	
文件驗證網站： CDGDC： https://www.cdgdc.edu.cn/ CSSD： https://www.chsi.com.cn/en/	

1.2 特別注意事項

申請人應符合教育部《外國學生來臺就學辦法》。如有違反，將立即取消錄取資格、註銷在學身分，或撤銷台科大學位，且不發給任何學歷證明。外國學生若於申請入學時繳交偽造、變造或不實文件，若尚未入學則取消入學資格；若已入學則撤銷學籍，且不得申請任何與就學有關之證明；若已畢業，則撤銷畢業資格並註銷學位證書。

2. 學術規定（2026 春季班）

2.1 相關法規

- 學則
- 碩博士學位考試辦法
- 博士候選人資格考核辦法
- 論文撰寫格式與注意事項
- 其他相關規定



2.2 碩博士學位授予條件摘要

	碩士班	博士班
修業年限	1-4 年	2-7 年
最低畢業學分（及格成績：B-）依各系所規定為準	1.MBA：45 學分 2.科技管理所、企管系、財金所：42 學分 3.管理學院其他系所：36 學分 4.數位學習與教育研究所、應用外語系：30 學分 5.其他系所：24 學分	1.數位學習與教育研究所、工業管理系、財金所：30 學分 2.管理學院其他系所：24 學分 3.其他系所：18 學分 4.逕讀博士者請洽各系所確認學分規定
必修課程	依各系所規定	依各系所規定
博士資格考		須於規定期限內通過，否則應予退學：

		1.管理學院：須於3年內通過 2.其他系所：須於2年內通過 3.及格分數：70分(B-)
論文學位考試	碩士論文學位考試	博士論文學位考試
學位考試申請期間	上學期：10月1日至1月31日 下學期：4月1日至7月31日	
學術研究倫理課程	研究生應於入學第一年結束前完成。未通過者不得申請學位考試。 報名網站： https://she.ntust.edu.tw/index.php	
實驗室安全訓練課程	凡需進入實驗室之新進研究生，依法皆須參加 聯絡人：余婕如小姐 amandayu@mail.ntust.edu.tw	
其他事項	請洽各系所	

2.3 研究生應依各系所、研究所或學位學程規定選定論文指導教授，也可選擇學者專家擔任共同指導教授。選定後，須於「學生資訊系統」登錄指導教授資料，並於規定期限內，繳交經指導教授簽名之書面同意書至系辦公室。若申請共同指導，須另附共同指導教授之學經歷證明文件，供系所審查。

2.4 新生應登入「論文／學位論文及指導教授資訊系統」登錄其論文研究目的。學生在論文撰寫初期，應先與指導教授確認論文主題及內容是否符合系所專業學術領域。學生並應將論文題目及研究目的大綱送交系所審查，以確認其論文是否符合系所專業學術領域。上述程序應於學位考試前一學期結束前完成；最遲亦應於學位考試當學期全校課程加退選截止日前完成。至於此期間內之確切截止日，得由各系所另行訂定。但若系所設有論文研究計畫口試者，學生應於研究計畫口試時完成論文是否符合系所專業學術領域之審查。未依規定辦理者，不得申請學位考試。

3. 選課

3.1 完成2月於台科大之現場報到後，學生將取得學號及密碼，以進行選課。

3.2 開始上課日期：2026年2月23日

3.3 選課時程

課程公告

項目	日程	備註
本校課程	114/12/12	課務組於網路上公布課表
臺灣大學系統課程	115/1/9(預定)	
選課各階段		
<ul style="list-style-type: none"> ●請詳閱選課須知規定：https://www.academic.ntust.edu.tw/p/412-1048-8580.php?Lang=zh-tw ●課程查詢系統網址：https://querycourse.ntust.edu.tw/querycourse/ ●選課系統網址：https://courseselection.ntust.edu.tw/ ●1.大學部延長修業年限學生 2.選修教育學程者 3.研究生選修大學部課程者(課程代碼第三碼4(含)) 		

以下或英文字母 G 為大學部課程)。請於 **115/3/20-115/3/30** 繳交學分費，未如期繳費者，本處將公告名單及註銷課程，並註記於成績單。

項目	日程	備註
全校加退選 ※本校暨臺灣大學系統課程	115/2/23 - 115/3/6	1.本階段選課先選先上，至額滿為止。 2.人工選課採授權碼方式選課，得向教師索取授權碼後再登入學生資訊系統加選，特殊狀況無法以授權碼加選者，請洽註冊組或研教組。 3.上機選課確認後，請依系統畫面指示按 送選課結果回到 E-mail 鈕，系統會將選課結果送至該學號的 E-mail 帳號，如有疑義者，請再進入選課系統查核或洽計算機中心。 ※ 選課時間:115/2/23 09:00 起至 115/3/6 17:00 止。
校際選課	115/2/23 - 115/3/6	臺灣大學系統課程以外者請填「校際選課單」進行人工選課。
選課更正期間	115/3/9 - 115/3/11	加退選截止後，請同學自行至學生資訊系統查詢並確認選課結果，如有錯誤，請洽註冊組或研教組辦理更正，但不得藉以辦理加退選。
二次退選	115/4/27 - 115/5/14	1.學生資訊系統列印申請單並於期限內送註冊組或研教組辦理，取得收據以完成手續。 2.凡辦理第二次退選之大學部學生，其退選後之學分數仍不得低於應修學分數，惟大學部修業年限最後一年及延長修業年限之學生二次退選後至少仍應修習一個科目，已繳學分費者，不得申請退費。凡辦理第二次退選之科目，將於學期成績單註記「退選」字樣。 3.短期密集課程、彈性學分課程不得辦理二次退選。 4.修習 TAICA 聯盟學程課程(課碼 ZA 開頭)者，若欲申請二次退選，請依教務處綜合業務組通知之規定時間及方式完成退選手續，逾期或不合規定者不予受理。

3.4 請務必退選您不打算修讀的課程。否則，學生可能會被評為 E，且該成績將顯示於成績單上。

3.5 學生應主動與所屬系所聯繫，了解畢業條件的詳細規定，並確認自己已修畢所有必要課程。

4. 學分抵免

4.1 學分抵免依相關規定辦理。

4.2 申請截止日：2026 年 2 月 26 日。

4.3 先前學校研究所修得、且未計入前一學位畢業學分者，經就讀系所主管核准後，可申請抵免。

4.4 一般學位生抵免學分上限，不得超過畢業應修學分之一半。

4.5 雙聯學位生抵免學分上限，不得超過畢業應修學分之三分之二。

4.6 詳情請洽就讀系所。



5. 學雜費繳交

5.1 學雜費收費及退費標準

5.2 學雜費及退費標準依學校最新公告辦理。

5.3 學雜費可能依最新公告調整，請以最新之學雜費標準表為準。

新生註冊時須以現金或台灣核發之信用卡繳納學雜費。



6. 休學 / 退學申請

休學	退學
<ul style="list-style-type: none">• 累計最多 4 學期• 填寫申請表• 休學期間 ARC 將被停用	<ul style="list-style-type: none">• 填寫申請表• ARC 將被停用

7. 台科大獎學金

7.1 申請本校全職英語授課碩博士班之外籍生，可申請一年期台科大獎學金。

7.2 下列學生不得申請：

- (1) 已領有中華民國政府或台科大其他補助者
- (2) 在台就讀期間同時註冊其他大學者
- (3) 在中華民國從事全職有薪工作者

7.3 獎學金金額

獎學金種類	學程	期限	金額
全額獎學金	碩士	最長 2 年	每月 NT\$12,000
	博士	最長 3 年	每月 NT\$18,000
部分獎學金	碩士	最長 2 年	每月 NT\$9,000
	博士	最長 3 年	每月 NT\$12,500
學雜費全免	碩士	最長 2 年	
	博士	最長 4 年	

對於獎學金受獎生而言，在獎學金核給期間內，每學年之學雜費均予以免除。

7.4 每學年結束時須重新申請續領

7.5 轉系後須重新向新系所申請

7.6 不得與其他政府或外部獎學金同時領取

7.7 月生活費部分，自第二年起，系所或指導教授須分擔每月 NT\$6,000

7.8 獎學金包含學雜費與學分費，但不含網路費、保險費及住宿費

7.9 如何開始領取獎學金

到校後，須先申請 ARC，再至郵局開立帳戶，之後登入學生資訊系統登錄資料。

由於開學初行政作業量大，9、10 月的獎學金通常於 10 月底入帳；2、3 月的獎學金通常於 3 月底入帳。因此，建議學生來台時預備足夠生活費，以支應前兩個月開銷。

8. 健康保險

8.1 在您抵達臺灣之前，應先於您所在國家購買可涵蓋六個月的海外醫療保險。

8.2 持有外僑居留證（ARC）並在臺灣居留滿六個月後，國際事務處將協助您加入政府提供的全民健康保險。

重要通知：國際事務處（OIA）不會自動協助您申請全民健康保險；請提供您的 ARC 影本、學雜費繳費收據及學生證影本予國際事務處，之後我們才會協助您辦理全民健康保險加保。

8.3 全民健康保險（NHI）為在臺所有居民皆須強制參加之保險。自第二學期起，健保費將列入您的學雜費繳費單中。更多資訊請參閱全民健康保險網站。

9. 簽證申請

取得台科大錄取通知書，並不保證一定可獲核發居留簽證。簽證是否核准，仍須由中華民國（臺灣）駐外館處審定。有關居留簽證資訊，請參閱外交部領事事務局網站。

（點選「Visa」→ 點選「Resident Visas」→ 點選「Detailed Information on Republic of China Resident Visas」→ 點選「Residents Visas for Foreign Students」。）

9.1 應備文件

(1) 簽證申請表	請至網站填寫：簽證線上申請系統。 · 請於線上填妥申請表後列印。 · 請確認申請表上有條碼。 · 請於申請表上簽名。
(2) 兩張彩色護照照片（高 45 毫米、寬 35 毫米）	請於申請表上黏貼兩張六個月內拍攝之白底彩色護照照片。
(3) 護照正本及護照影本一份	· 護照效期須至少六個月以上，且須有空白頁。 · 需繳交載有持照人照片之護照個人資料頁影本一份。
(4) 健康檢查證明正本及影本一份	· 健康檢查證明須為三個月內由中華民國（臺灣）衛生福利部疾病管制署指定之國內醫院或國外醫院出具。由國外醫院出具之健康檢查證明，須經中華民國（臺灣）駐外館處驗證。 · 健檢項目及國內指定醫院名單，請參閱衛生福利部疾病管制署網站。
(5) 入學許可或在學、註冊及成績證明正本及影本一份	· 有關學校申請及入學許可，請依教育部頒布之「外國學生來臺就學辦法」辦理。 · 申請居留簽證時，須檢附入學許可。 · 就讀高中以下學校者，僅限來自中華民國（臺灣）免簽證國家（含汶萊、北馬其頓、菲律賓及泰國試辦免簽國）之學生，始得就讀教育部核准招收外國學生之高中。

	<ul style="list-style-type: none"> · 申請人如符合將現持有效簽證轉換為學生居留簽證之資格，須提出在學、註冊及成績證明。
(6) 最高學歷畢業證書正本及影本一份，及各學年成績單	<ul style="list-style-type: none"> · 若畢業證書或成績單非中文或英文，另須檢附中文或英文譯本。(須經中華民國〈臺灣〉駐外館處驗證。)
(7) 財力證明正本及影本一份	<ul style="list-style-type: none"> · 可為申請人本人或其三親等內親屬(祖父母、父母、兄弟姊妹)所提供之銀行存款證明或匯款紀錄。 · 若財力證明係由親屬提供，須併附戶籍謄本／出生證明／戶口名簿等可證明親屬關係之文件。 · 申請簽證時，銀行存款證明或匯款紀錄所示金額，須足以支應至少連續六個月之生活所需。 · 獎學金證明須載明獎學金期間及確切金額。
(8) 其他佐證文件	<p>下列文件視個案情形，可能須另行檢附：</p> <ul style="list-style-type: none"> · 來臺目的說明 · 父母同意書及在臺監護人同意書 · 保證書 · 警察刑事紀錄證明 · 語言能力證明 · 停留簽證及入境章戳影本

9.2 申請程序

- A. 在中華民國(臺灣)境外，符合學生居留簽證申請資格者，建議向中華民國(臺灣)駐外館處申請簽證。
- B. 持註明來臺目的為「外國學生」之停留簽證入境中華民國(臺灣)者，得向內政部移民署申請居留，並取得外僑居留證(ARC)。

9.3 注意事項

- A. 簽證核發屬國家主權行為。依據《外國護照簽證條例》及《外國護照簽證條例施行細則》，中華民國(臺灣)保有不予核發簽證之權利，且無須說明理由。對於未獲核發簽證之案件，申請費不予退還。
- B. 於中華民國(臺灣)境內申請居留簽證，作業時間為 8 個工作天。申請人應於停留期限屆滿前 8 個工作天向外交部領事事務局提出申請。若申請人於接獲通知後 7 日內未補齊應備文件，申請將遭駁回，且費用不予退還。若申請人在居留簽證審理期間停留期限已逾，而最終又未獲核准者，逾期停留及其所生處罰責任，概由申請人自行負責。
- C. 正本文件於審查後退還。於中華民國(臺灣)境外製作之文件，須經中華民國(臺灣)駐外館處驗證；於中國大陸製作之文件，須經海峽交流基金會驗證。非中文或英文文件，須併附中文或英文譯本。原文文件及其中譯本或英譯本，均須經中華民國(臺灣)駐外館處驗證，或經地方法院或公證人公證。
- D. 有關簽證申請費用，請參閱「外國護照簽證收費數額表」。

- E. 未持簽證入境、持落地簽證入境，或持非以就學為目的之停留簽證入境者，不得以就學為由申請居留簽證或延長停留期限。非全日制在學學生，亦不得以就學為由申請居留簽證。
- F. 持居留簽證入境中華民國（臺灣），或入境後取得居留簽證者，須向內政部移民署各地服務站申請外僑居留證及重入國許可。前者應於入境次日起 30 日內申請；後者應於居留簽證核發日起 30 日內申請。居留期限將記載於外僑居留證上。
- G. 取得學校入學許可，並不保證一定可獲核發居留簽證；取得居留簽證，亦不當然表示簽證持有人得以入境中華民國（臺灣）。

如需更多資訊，請洽外交部領事事務局。

網站：<https://www.boca.gov.tw/mp-2.html>

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