2026 Fall-Important Notice for Newly Admitted International Students

from Academic Affairs Office and Office of International Affairs, 2026/06/24

1. Important events

Date	Things to do
Aug. 20	Deadline for the Application for an admission deferral.
Aug. 26-	**Move in to the on-campus dormitory** 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 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
Sep. 1- . Sep. 3	**On-site Registration (9:30-11:30, 14:00- 16:30)** 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.
Sep. 4	**On-site Orientation (10:00-11:40)** Location: IB 101
Sep. 7	**Health Check-up Examination for All New Students** (12:30-16:00) **Location: 1F of the Gymnasium (NTUST campus)** 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.
Sep. 7	**Classes Begin**
Sep. 7 – Sep. 21	**Course Add & Drop Period**
Sep. 9	**Deadline for Credit Transfer Application**
Oct. 2	Students who fail to register by Oct. 2 will be considered to have given up their admission.
Note	Check the Academic Calendar

1.1. Documents to be submitted to the Graduate Academic Affairs Office 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 five 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.

<table>
<tr><th>Document</th><th>Detail</th></tr>
<tr><td>1. Passport</td><td></td></tr>
<tr><td>2. Original Diploma and its authentication</td><td rowspan="2">1. Master’s program: Please submit the Bachelor’s degree
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.</td></tr>
<tr><td>3. Original Transcript and its authentication</td></tr>
<tr><td>4. Financial Statement or Scholarship Letter</td><td>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.</td></tr>
<tr><td>5. Language Proficiency Certificate</td><td>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.</td></tr>
<tr><td>6. Copy of the above documents</td><td></td></tr>
<tr><td colspan="2">❖ 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</td></tr>
</table>

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:

<table>
<tr><th>Document</th><th>Detail</th></tr>
<tr><td>1. Passport</td><td></td></tr>
<tr><td>2. Original Graduation Certificate and its authentication</td><td rowspan="3">1.Master's program: Please submit the Bachelor's degree
2.PhD program: Please submit the master's degree
3.Original Graduation certificate must be authenticated by CSSD
4.Original Degree certificate must be authenticated by CDGDC
5.Original transcript must be authenticated by CSSD or CDGDC</td></tr>
<tr><td>3. Original Degree Certificate and its authentication</td></tr>
<tr><td>4. Original Transcript and its authentication</td></tr>
<tr><td>5. The Master's or Ph. D. thesis in soft copy</td><td>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.</td></tr>
<tr><td>6. Financial Statement or Scholarship Letter</td><td>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.</td></tr>
<tr><td>7. Language Proficiency Certificate</td><td>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.</td></tr>
<tr><td>8. Copy of the above documents</td><td></td></tr>
<tr><td colspan="2">❖ Document authentication:
CDGDC :https://www.cdgdc.edu.cn/
CSSD :https://www.chsi.com.cn/en/</td></tr>
</table>

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. If an international student submits forged, fabricated, or altered documents, or documents that fail to comply with the requirements specified in the admission guidelines, the University shall revoke the student's admission or cancel the student's enrollment eligibility. If the student has already enrolled, the University shall revoke the student's enrollment and shall not issue any certificate related to the student's studies. If the student has already graduated, the University shall revoke the student's graduation qualification and cancel the diploma.

2. Academic Rules (Fall 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
Minimum credits (Passing Grade: B-) The department's rules prevail.	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: 36 4. Graduate Institute of Patent:36 5. Graduate Institute of Digital Learning and Education, Department of Applied Foreign Language: 30 6. Other departments: 24	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.
Required courses	Refer to the major department	

Qualifying exam		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-)
Oral defense	Thesis	Dissertation
Application period of the oral defense	Fall semester: from Oct. 1 to Jan. 31 Spring semester: from April 1 to July 31	
Regulation of Academic Research Ethics Course	**Graduate students should complete this course before the end of their first year**. 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	
Laboratory Safety Training Course	**The training course is mandatory and required by law for every new graduate student who will be involved in laboratory work.** Registration Website: https://she.ntust.edu.tw/index.php Contact: Ms. Chieh-Ju Yu, e-mail address: amandayu@mail.ntust.edu.tw	
Others	Please contact your major department	

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 September, students will be given their student ID and passwords to select courses.

3.2. Classes begin: Sep. 07, 2026

3.3. Course Selection Schedule

<table>
<tr><th colspan="3">Course Announcement</th></tr>
<tr><td>Course</td><td>Time</td><td>Note</td></tr>
<tr><td>Taiwan Tech courses</td><td>Jun. 5, 2026</td><td rowspan="2">Course information can be found via Course Catalog System.</td></tr>
<tr><td>NTU System courses</td><td>Aug. 4, 2026
Afternoon
(schedule time)</td></tr>
<tr><th colspan="3">Special Attendance</th></tr>
<tr><td colspan="3">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 and students taking courses offered by teacher education center need to pay extra credit fees during Oct. 7 to Oct. 16, 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.</td></tr>
<tr><td></td><td>Time</td><td>Details</td></tr>
<tr><td>Course Adding and Dropping Period for All Students.
For NTUST, NTU, NTNU Courses</td><td>Sep. 7, 2026
9:00 a.m.
to
Sep. 21, 2026
5:00 p.m.</td><td>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.</td></tr>
</table>

Inter-University Course Selection	Sep. 7, 2026 to Sep. 21, 2026	1. 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 Graduate Academic Affairs Office. 2. For students from other universities, after completing the Inter-University course selection, no refunds will be issued. Students who wish to withdraw from a course must follow the regulations of their home university. 3. Once the Inter-University course selection is processed in accordance with the regulations, no refunds will be issued. Any subsequent course withdrawals must comply with the regulations of the student's home university.
Correction Period of the Course Selection	Sep. 22, 2026 To Sep. 24, 2026	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 Registrar Section/Graduate Studies, Office of Academic Affairs. However, this period is for course correction only, no more adding or dropping can be made.
2nd Course Withdrawal Period	Nov. 16, 2026 9:00 a.m. To Dec. 3, 2026 5:00 p.m.	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 want 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- **Sep. 9, 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
• Maximum: 4 Semesters in total • Fill out the application form • ARC will be suspended during absence period.	• 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 CHI (Cathay Health Insurance)

- CHI is a health insurance plan specially designed for newly arrived international students in Taiwan.
- If you already have medical insurance in your home country that covers medical expenses incurred in Taiwan, you may decide whether to purchase CHI.
- Before you become eligible for Taiwan's National Health Insurance (NHI), all medical expenses must be paid out of pocket. Medical treatment in Taiwan can be expensive.
- The university does not provide reimbursement for medical expenses and is not responsible for any medical costs. Therefore, having health insurance coverage is strongly recommended.

8.2 NHI (National Health Insurance)

NHI is Taiwan's government-operated health insurance system and is compulsory for all the residents in Taiwan. Please refer to NHI website for more information. https://eng.nhi.gov.tw/en/mp-2.html

- International students become eligible to join NHI after continuously residing in Taiwan for six months.
- If you leave Taiwan during this period, your NHI eligibility date may be postponed according to NHI regulations.
- After you become eligible, the Office of International Affairs (OIA) can assist you with NHI enrollment.

Important Notice:

The OIA will NOT automatically enroll students in NHI. To apply for NHI through the university, please provide the following documents to the OIA:

1. A copy of your Alien Resident Certificate (ARC)
2. Tuition fee payment receipt
3. Student ID card

After receiving the required documents, the OIA will assist you with the NHI enrollment process.

CHI vs. NHI Comparison

Item	CHI (Cathay Health Insurance)	NHI (National Health Insurance)
Provider	Private insurance company	Taiwan government
Mandatory	No	Yes (after eligibility)
Target Group	Newly arrived international students	Eligible residents in Taiwan
Enrollment Time	Upon arrival in Taiwan	After residing in Taiwan for 6 months continuously
Coverage	Depends on policy terms (please check it on OIA website for insurance	Comprehensive healthcare coverage

	section)	
Premium Payment	Included in tuition bill after enrollment	Included in tuition bill after enrollment
Recommended	Yes, until eligible for NHI	Mandatory once eligible

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	• 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	• 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	• 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 photocopy of health certificate	• The health certificate should be issued within 3 months by one of the 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. • 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.**
(5)Original and one photocopy of admission permit or record of enrollment, registration, and transcripts	• 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.
(6)Original and one photocopy of highest education diploma and ranscripts for each year	• 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.)**
(7)Original and one photocopy of proof of financial support	Bank statements or records of remittance provided by the applicant or his/her relatives within the third degree of kinship (grandparents, parents and siblings). *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. *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. *The scholarship certificate must indicate the duration and the exact amount of the scholarship.
(8)Other supporting documents	The Documents listed below are required optionally (required on a case-by-case basis) • The purpose for visiting Taiwan, • Consent from parents and the guardian in Taiwan, • Guarantee letter, • Police Criminal Record Certificate, • Language ability certificate, • Photocopies of the Visitor Visa and the immigration entry stamp.

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

大專校院外國學生須知
Information for International Students at Tertiary Colleges and Universities

Taiwan Tech ver.

項目 Topic	說明 Explanatory Details
學生應繳費用 Tuition and miscellaneous fees	**1. 學雜費 tuition and fees** 研究所 Graduate Program A. 研究生每學期需繳交學雜費基數〈至畢業止〉及基本學分費〈四學期〉。 Graduate students are required to pay the base tuition and fees each semester (until graduation), as well as the basic credit fee (for the first four semesters). B. 學分費為每學分3,340元；基本學分費之計算為：〈每學分費用×各系所畢業應修學分數〉÷4。 The credit fee is NTD$3,340 per credit. The calculation for the basic credit fee is as follows: credit fee per credit × (the required graduation credits for each department/division) ÷ 4. C. 本校研究所外國學生及陸生選修大學部之課程，每學分之學分費為3,340元，若於上、下學期選修0學分之課程，不收費；但暑期選修0學分之課程，則依上課時數計算，每一小時以1學分標準收費。 For international students and Mainland Chinese students at the university, the credit fee for undergraduate courses is NTD$3,340 per credit. If a student enrolls in a 0-credit course during the fall or spring semester, no fee will be charged. However, for 0-credit courses taken during the summer, the fee will be calculated based on the number of class hours, with each hour charged at the rate equivalent to 1 credit. D. 暑期修習研究所課程應依規定繳交學分費；暑期選修0學分之課程，依上課時數計算，每一小時以1學分標準收費。Graduate-level courses taken during the summer session are subject to credit hour tuition fees by school regulations. For summer courses with 0 credit hours, tuition will be calculated based on the total instructional hours, with each hour charged at the standard rate equivalent to one credit. 大學部 Undergrad Program 學雜費應於本校規定註冊期間繳交，每學期學雜費約為新臺幣48,960至55,180元(依各院系而有所不同)。如未來學雜費調整，依本校規定辦理。 Tuition and miscellaneous fees must be paid during the registration period designed by the school. It is approximately NTD$48,960 to NTD$55,180(depending on the department) per semester. Any future changes to the tuition and miscellaneous fees will be made in accordance with the internal regulations of the college/university. ✪ 外國學生及大陸學生學雜費標準及退費基準表 Tuition Fees and Refunds Criteria Table https://admission-r.ntust.edu.tw/p/412-1052-8881.php?Lang=en **2. 外僑居留證 Alien Resident Certificate(ARC)** NT$1,000 / year，每年更新 Renew annually

學生應繳費用
Tuition and miscellaneous fees

3. 住宿 Dormitory

住宿費第1.2學年每學期新臺幣6,500~7,100元，網路費200元，保證金1,600元，第一學期住宿費含寒假，如有調整，依本校相關規定辦理。

Dormitory fees(for the first and second academic year) : NTD6,500~7,100 per semester.
*Male dormitory: NTD$6,500~7,100, dorm internet NTD$200, guarantee deposit NTD$1,600.
*Female dormitory: NTD$6,800, dorm internet NTD$200, guarantee deposit NTD$ 1,600.
The fees for the fall semester include accommodation for the winter break. Any adjustments will be made in accordance with the relevant regulations of the school.

4. 保險 Insurance

項目 Item	費用 Expenses	備註 Note
外籍新生醫療保險 Medical Insurance for newly arrive International Students	NTD$ 2,940/ semester (6 months)	外國學生在臺前六個月需加保 For the first 6 month
全民健康保險 National Health Insurance(NHI)	NTD$ 4,956/ semester (6 months)	抵台後居留滿6 個月必須加入此保險 After arriving in Taiwan, those who have resided for six months are required to enroll in this insurance.
學生團體保險 Student group insurance	NTD$380/ semester	所有學生必須參加學生團體保險並繳納保險費用 All NTUST students have to participate in the student insurance program and pay for the insurance fee.

A. **全民健康保險**是一種強制性的社會保險，提供外國學生在臺平等的就醫權益。外國學生來臺就學，自居留滿六個月時起，即應依法強制參加全民健康保險，於就讀學校辦理參加全民健保或自行加保。(所稱在臺居留滿六個月，指連續在臺居住達六個月或曾出境一次未逾三十日，其實際居住期間扣除出境日數後併計達六個月。

National Health Insurance (NHI) is a compulsory social insurance that provides foreign students with equal medical rights in Taiwan. According to National Health Insurance Act, any foreign student who stays in Taiwan with an Alien Resident Certificate (ARC) over six months is obligated to underwrite an insurance policy under NHI. Definition of a person stays in Taiwan for full 6 months: 6 months of continuous residence in Taiwan or with one trip abroad not exceeding 30 days when the actual residency period of 6 months is reached after the days abroad have been deducted.

B. 保險費繳納方式及金額:規定外籍生健保費應註冊時一併繳納。外籍生保險費每月新台幣826 元(依健保局現行收費標準)
Insurance payment method and amount：
The cost of National Health Insurance (NHI) should be included in the tuition bill every semester. If you are eligible to underwrite an insurance policy under NHI. The cost is NTD$ 826 each month.

C. 持有健保 IC 卡新生，請洽本校國際事務處承辦人辦理健保轉入相關事宜。
For new students who have already possessed a valid NHI IC Card, please come to the Office of International Affairs to apply for the transfer.

	D. 如外國學生在健保期內，休學，退學，畢業但其居留證仍在有效期限內，學校將不再代為加保，該學生必須自行前往繳交健保費。 Students who are suspended from school, termination of studies, or graduated from school (ARC still within the valid period), must pay the NHI fees at local district office. Those students can no longer join NHI through National Taiwan University of Science and Technology. E. 如有在外打工者，請學生向公司申請轉入證明，並交相關證明至國際事務處，避免重複投保。 International students who work off-campus must obtain the transfer certificate from their companies and submit the documents to the Office of International Affairs to avoid duplicate coverage. F. 學生團體保險為必要保險，若有申請理賠情事時，請洽詢學務處。 Student Group Insurance is a required insurance. For insurance claim applications, please contact the Office of Student Affairs. https://student.ntust.edu.tw/p/412-1053-8405.php?Lang=en **5. 其餘雜費 Other Miscellaneous Fees** 網路使用費 Internet usage fee NTD$600。
獎助學金資訊 Scholarships provided by the college/university	相關申請資訊及規章請參考各獎學金網站資訊。 Please refer to the respective scholarship websites for relevant application information and regulations. **1. 臺科大研究生獎學金(NTUST Scholarship) :** 臺科大外籍研究生獎學金涵蓋學費與學分費。然而，受獎者需自行負擔其他雜費，包括網路費、保險費及宿舍費。 The NTUST scholarship covers tuition and credit fees; however, recipients are responsible for miscellaneous expenses, including internet, insurance, and dormitory fees. NTUST Scholarships - Office of International Affairs, Taiwan Tech (NTUST) **2. 臺灣獎學金(Taiwan Scholarship):** Taiwan Scholarships - Office of International Affairs, Taiwan Tech (NTUST) **3. 外籍學生獎助學金(Financial Aid):** https://www.oia.ntust.edu.tw/p/412-1060-8936.php?Lang=en
休退學相關規定 Regulations regarding students deferring or withdrawing from their studies	1. 休退學事宜依本校學則第34條、第5章辦理。請詳閱本校學則。 All matters concerning leave of absence and withdrawal from the University shall be processed in accordance with Articles 34 and Chapter 5 of the University General Academic Regulations. Please review the Regulations in detail. https://www.academic.ntust.edu.tw/var/file/48/1048/img/2628/752180658.pdf 2. 外國學生休學或退學，本校將即時通報外交部領事事務局及學校所在地之內政部移民署服務站，移民署將註銷外僑居留證，學生應於10 日內出境。 If an international student defers, suspends, or abandons their studies, or if there is any change to or loss of student status, Taiwan Tech will notify the Bureau of Consular Affairs, Ministry of Foreign Affairs, and will send copies of such notifications to the Ministry of Education. The National Immigration Agency will then revoke the student's Alien Resident Certificate (ARC), and the student must leave Taiwan within ten (10) days.

	3. 外國學生休學後復學，須重新申辦居留簽證，並於入國後30天內備妥相關文件換發外僑居留證。(外國護照簽證條例施行細則第11條規定、入出國及移民法第22條規定) An international student who is resuming their studies after a deferral must reapply for a resident visa, and within 30 days after arriving in Taiwan they must submit all the necessary documents to be issued an Alien Resident Certificate (ARC). (See Article 11 of the Enforcement Rules for the Issuance of ROC Visas to Foreign-Passport Holders; and Article 22 of the Immigration Act)
意見反映管道 Channels for overseas students to express their opinions and inquiries	**1. 校內管道 Inside the college/university:** 可聯繫您的導師、系所、學務處、國際處、教務處，亦可參考國際處網站資訊。 You can contact your mentor, department office, Office of Student Affairs, Office of International Affairs, Office of Academic Affairs. Or, please refer to the OIA website to get further information. https://www.oia.ntust.edu.tw/p/412-1060-11720.php?Lang=en **2. 校外管道 Outside the college/university:** 境外學生諮詢平臺 ：www.nisa.moe.gov.tw Use the Overseas Student Inquiry Window at: www.nisa.moe.gov.tw 專線電話 0800-789-007 (中、英、印尼及越南語) Ring the overseas student inquiry Hotline: 0800-789-007. (You can talk to someone in Chinese, English, Indonesian, or Vietnamese.)
打工重要規定 Regulations regarding working in Taiwan	1. 工作證 Work Permit NTD$100 / each time，每年更新 Renew annually 2. 外國學生打工應申請工作許可證，工作時間除寒暑假外，每星期最長為20 小時。(就業服務法第43 條及第50 條) An international student must apply for a work permit to work in Taiwan. An international student is not permitted to work more than 20 hours per week, except during the winter and summer vacations. (See Article 43 and Article 50 of the Employment Service Act.) 3. 外國學生如欲在臺灣工作（不論是在校內或校外），依規定必須先申請並取得工作許可證後，才能去工作，若未依規定申請工作證，即受僱為他人工作者，得處新臺幣三萬元以上，十五萬以下之罰鍰，請特別注意！交換生亦不可申請工作許可證。 The Office of International Affairs assists international students with work permit applications. International students who wish to work in Taiwan (either on-campus or off-campus) are required to apply for and obtain a work permit before starting work. Only holders of Alien Resident Cards can apply for work permits, exchange students are not allowed to work in Taiwan. Any employment without a work permit is illegal in Taiwan, and may lead to a fine of NTD$ 30,000 – 150,000. 4. 如涉在臺非法工作，依本校學生獎懲規定，視情節予以處分。 An international student who works in Taiwan illegally will be subject to disciplinary action in accordance with the regulations of National Taiwan University of Science and Technology governing student awards and penalties and depending on the circumstances of the case.

☐ 本人已閱讀、瞭解並且同意以上規定：

I have read and understood all the information and regulations set out above and I agree to comply with the regulations.

學生簽名	學生學號	日期
Student's Signature	Student's No.	Date
_____	_____	_____

本須知請印出並親簽，請於新生報到時繳交至國際事務處。Please print out this notice and sign it personally. Submit it to the Office of International Affairs during new student registration.