



National Dong Hwa University

Regulations for International Student Admissions

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Article 1 These regulations are formulated in accordance with the Ministry of Education regulations regarding international students undertaking studies in Taiwan.

Article 2 An individual of foreign nationality, who has never held nationality status from the Republic of China, is qualified to apply for admission under this regulation provided that

1. He/she has not previously undertaken academic studies as an overseas Chinese student in Taiwan.
2. He/she has not been received placement permission by University Entrance Committee for Overseas Chinese Students in the academic year of admission application pursuant to the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

An individual of foreign nationality, who has resided overseas continuously for no less than 6 years, is also qualified to apply for admission under this regulation, provided that he/she meets the following criteria:

1. He/she concurrently holds Republic of China (R.O.C.) nationality but has never held a household registration.
2. He/she concurrently held Republic of China (R.O.C.) nationality previously but no longer holds this nationality at the time of application provided that annulment

of his/her R.O.C. nationality by the Ministry of the Interior occurred no less than 8 years ago.

3. Individuals who meet the criteria set out in the preceding two subparagraphs must also conform to the criteria laid out in subparagraph 1 and 2 of the preceding paragraph.

According to the Education Cooperation Framework Agreement, a foreign national who was selected by a foreign government, organization, or school, and does not hold a household registration from the time of their birth is not subject to the limitations as prescribed in the preceding 2 paragraphs after receiving the approval from the authorized educational government agencies.

The six and eight year calculation period as prescribed in Paragraph 2 shall be calculated from the starting date of the semester (February 1st or August 1st) as the designated due date for the time of study.

The term “overseas” as prescribed in Paragraph 2 is limited to countries or regions other than Mainland China, Hong Kong and Macau; the term “reside overseas continuously” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year.

The only exceptions to this method of calculation are for those who fulfill one of the following requirements with written supported proof:

1. Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by the Ministry of Education.
2. Attended a Mandarin Chinese language center at a university/college of which foreign student recruitment is approved by the Ministry, and to which the total length of stay is less than 2 years.
3. Exchange students, whose length of total exchange is less than 2 years.
4. An Internship in Taiwan which has been approved by an authorized central government agency, to which the total length of stay is less than 2 years.

An individual, who has both foreign and R.O.C. nationalities and has applied for an annulment of their R.O.C. nationality before February 1, 2011, the effective date of this amendment, will then be qualified to apply for admission as an international student under the amendment effective before February 1, 2011 and will not be subject to the limitation as prescribed in Paragraph 2.

Article 3

An applicant of foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macao, having no history of a household registration record in Taiwan and, at the time of application, has resided in Hong Kong, Macao, or another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

The term “reside overseas continuously” mentioned in the preceding paragraph means an individual may stay in Taiwan for no more than a total of 120 days per calendar year. However, such a term may be exempt, if any of the conditions prescribed in the Subparagraphs 1 through 4 for Paragraph 5 of the previous Article applies and is supported with written proof, and the said domestic length of stay shall be excluded from the overseas length of residency.

An applicant being a former citizen of Mainland China and holds a foreign nationality, having no history of household registration record in Taiwan, and at the time of application, has resided overseas continuously for no less than 6 years is qualified to apply for admission under these regulations.

The term “reside overseas continuously” means an individual may stay in Taiwan for no more than a total of 120 days per calendar year. However, such a term may be exempted if any of the conditions prescribed in Subparagraphs 1 through 4 for Paragraph 5 of the previous Article, applies and is supported with written proof, and the said domestic length of stay shall be excluded from the overseas length of residency.

The six and eight years calculation period as prescribed in Paragraph 1 and Paragraph 3 shall be calculated from the starting date of the semester (February 1st or August 1st) as the designated due date for the time of study.

The term overseas as prescribed in paragraph 5 in previous article shall apply to paragraphs 1 to 4.

Article 4

International students applying to undertake academic studies in Taiwan pursuant to the provisions set forth in the preceding two articles shall be limited to one application only. If they wish to continue their studies in Taiwan, their admission procedures shall be identical to those for domestic students. However, this provision shall not apply if one of the following conditions exists:

1. Where students apply for a master’s program or higher level of graduate studies after completion of their course of study at the academic institution they were originally admitted to, such applications shall be processed pursuant to the regulations of this University.
2. Where international students are expelled or lose their enrollment status for a certain reason after applying for a bachelor’s program or lower level of academic studies and staying in Taiwan for less than one year, they may reapply for admission no more than once.

Where international students are expelled or lose their enrollment status at the academic institution they were originally admitted to due to behavioral issues, poor academic performance, or a violation of applicable laws or academic regulations of a serious nature, they shall not be permitted to reapply for permission pursuant to the

regulations set forth in the preceding paragraph.

Article 5

The actual number of international students admitted by NDHU shall be limited to an additional ten percent of the quota of recruited domestic students approved by the Ministry of Education for the previous academic year. The number of admitted international students shall be incorporated into the total admission quota for the respective academic year to be reported to the Ministry of Education for approval. Where the number of recruited international students exceeds an additional ten percent of the approved quota for the previous academic year, a report containing an increment proposal (including quality control strategies and complementary measures) shall be submitted to the Ministry of Education for approval. Degree programs offered by NDHU in cooperation with foreign universities and approved by the Ministry of Education on a case-by-case basis shall not be subject to this restriction.

Where the number of recruited domestic students is not sufficient to fill the aforementioned quota, it may be filled with international students subject to reporting and approval by the Ministry of Education.

Article 6

With respect to the recruitment of international students, NDHU shall stipulate open admission guidelines subject to approval by the Ministry of Education and formulate a prospectus for student recruitment listing and specifying recruitment channels, review procedures for admission qualifications, language of instruction adopted by departments/programs, recruiting departments, duration of study, enrollment quotas, application criteria, required language proficiency standards, proof of financial ability standards, and other relevant matters and regulations.

Article 7

All qualified international students whose Chinese and English language skill is suitable for entry will need to apply according to regulations. The university will review the application and will notify the suitable students for admission and to apply for the department.

Applicants will be required to take the basic level Chinese language proficiency test (TOCFL) after receiving notification of admissions. Applicants for classes taught in English are excluded from this.

Applicants who did not pass the basic level test will be required to attend the Chinese language courses taught at the National Dong Hwa University Chinese language center. If the basic level is passed during the term of studying, then the applicant will be granted exemption from the class.

After admission, the various departments will decide on the credits for the basic classes which the students for the master and doctoral programs have to make up for. These credits will not be included in the master, doctoral graduate credits calculations.

Applicants who have qualifications similar to domestic or overseas graduates of senior high school sophomore can apply for Bachelor classes with equivalent qualifications. After admission, the school will, in accordance with the provisions of the school, revise and adjust the credits needed to graduate.

Article 8

International students applying for admission to schools under the level of senior high schools shall submit the following papers and directly apply for admission to the respective school during the period designated by the respective school.

Admission letters will be issued if the review or examination finds the applicant qualified after submitting:

1. Application form.
2. Proof of nationality (Applicants who had dual nationality will be required to attach a document which proves the loss of ROC nationality)
3. The highest-level certificate or equivalent academic attainment and transcript that have been authenticated by one of Taiwan's overseas representative offices (Documents that are not in Chinese or English will require a Chinese or English translation)
 - (1) Academic credentials from Mainland China: The Regulations Governing Accreditation of Institutes in Mainland China shall apply.
 - (2) Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
 - (3) Academic credentials from other areas:
 - i. Academic credentials earned at overseas Taiwan schools or Taiwan schools in Mainland China shall be regarded as the same as earned in domestic schools of equivalent levels.
 - ii. Academic credentials referred in the preceding 2 Items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from institutes or branches established in Mainland China by foreign schools shall require public notarization in Mainland China and be verified and examined by an institute established or appointed by, or a private agency commissioned by the Executive Yuan.
4. Proof of financial ability: A bank balance statement amounting to NT\$ 120,000 (US\$ 4,000) shall be submitted to prove sufficient financial means for pursuit of academic studies in Taiwan. Alternatively, students may submit proof of a grant or scholarship awarded by the government, NDHU, or a private institution.

5. Proof of language proficiency:
 - (1) Students who apply for a degree program with Chinese as the primary medium of instruction shall submit a language proficiency certificate equivalent to TOCFL (Test of Chinese as a Foreign Language) A2 or higher.
 - ※ Note: Native speakers of Chinese or students whose highest degree was earned in a program with Chinese as the primary medium of instruction are exempt from submitting a Chinese language proficiency certificate.
 - (2) Students who apply for a degree program with English as the primary medium of instruction shall submit a language proficiency certificate equivalent to CEFR (Common European Framework of Reference for Languages) B1 or higher.
 - ※ Note 1: Nationals of English-speaking countries, native speakers of English, or students whose highest degree was earned in a program with English as the primary medium of instruction shall be exempt from submitting an English language proficiency certificate.
 - ※ Note 2: English-speaking countries: Countries with English as the official or commonly spoken language (please refer to the List of Nations with English as the Official or Common Language released by the Ministry of Foreign Affairs).
6. Autobiography and an English or Chinese study plans for the abroad studying program (Content size should be around two A4 size).
7. Two recommendation letters

During the international student admission audit, for the application documents without verification by overseas representative offices, institutes established or appointed by, or a private agency commissioned by the Executive Yuan as prescribed in subparagraphs 2 and 4 of the preceding paragraph may request for verification by an Overseas Agencies. If the said documents have been verified, the school may request examination of the documents.

Article 8.1 NDHU admission letters shall specify the name of the international student, his/her home department/institute (degree program), degree type, language of instruction, academic year of admission, semester start date, tuition and fee payment and refund standards, grants and scholarship, and other information the international student should be informed of in Chinese and English to ensure that the student has a clear understanding of his/her rights and obligations during his/her academic studies in Taiwan.

Article 8.2 An international student submitting forged, fabricated, or altered papers for the purpose of the their school application shall be subject to enrollment qualification

cancellation; or a 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.

Article 9 An international student who has completed a bachelor's degree or a higher degree in Taiwan and applies for a master's program shall be exempt from the rules listed in Article 8, Paragraph 1, Item 3, provided that a graduation certification and transcript for each consecutive semester issued from the educational institutions in Taiwan shall be enclosed.

International students who have graduated from private high schools, lower grade schools for International Residents in Taiwan, or from bilingual programs affiliated with senior high schools, or from a foreign curriculum department and classes at private senior high schools or below must submit credentials and transcripts for each academic semester to apply for admission under Article 8, and are exempt from the rules listed in Article 4, Paragraph 1, Subparagraph 2, of the preceding Article.

Article 10 Universities/colleges offering admission to international students shall promptly register into the international student data management information system designated by the Ministry the following:

school entrance, transfer, suspension or dismissal and any change or loss of student status.

Article 11 International students may not apply for Extension Programs at universities/colleges designed for returning education students, part time, in-service courses of Master programs, or other programs, which are restricted to night classes and classes during holidays. International students who have obtained legal resident status of Taiwan, or are enrolled in a program ratified by this Ministry, are exempted from this Article.

Article 12 An international student reporting to the university for registration at the time not beyond one-third of the first semester of the current school year shall register for the first semester; or at the time beyond one-third of the first semester of the current school year shall register for the second semester or the next school year, unless otherwise stipulated by the authorized educational government agencies.

Article 13 For international students who wish to reserve the admission qualifications, transfer to another school, transfer to another department (group), apply for leave of absence, apply for quitting and other school status, school assessment matters will follow the relevant laws and regulations.

An international student who has been approved for an internship after their graduation from a university in Taiwan may have his or her international student status may be extended for one year at most after graduation.

Where international students, in the course of their studies in Taiwan, gain approval for initial household registration or moving-in registration in Taiwan or they become naturalized or their R.O.C. nationality is restored, they shall lose their international student status and be expelled by NDHU. However, if their admission procedures are identical to those for domestic students, and they have been naturalized as R.O.C. nationals pursuant to the provisions set forth in Article 4, Paragraph 1, Subparagraph 1 to 3 of the Nationality Act shall not be subject to this restriction.

International students who are dismissed from university/college after admission due to behavior issues, poor academic performance or a conviction under the Criminal Law may thereafter not apply for admission under this regulation.

The university shall integrate the procedures regarding how to accept international students transferring into articles 6, 7 and 8 of the guidelines, which will be subject to the Ministry's approval. However, an international student that has been dismissed by a school that accepts the said student, due to behavior issues or a conviction under the Criminal Law may not transfer to another university or college. After the transfer, the credits deduction will be applied using the university guidelines.

Article 14 Admission requirements and scholarships for international students shall be reviewed by the NDHU Overseas Recruitment Committee. Representatives of relevant offices and the heads of departments/institutes responsible for the processing of admission applications may be invited to attend if deemed necessary.

Article 15 The admission for international students will take place in spring and fall. The international office will check the documents and send it for reviewing. For qualified applications, the documents will be sent to the respective departments for review. If the application is confirmed, the admission team will report to the principal and send out the admission confirmation.

Article 16 Fees that are to be paid by international students in Taiwan should be calculated by using the following:

1. Students who are admitted to study in Taiwan or are recipients of MOFA Taiwan Scholarships, under the recommendation of the designated overseas agencies, or holders of the status of permanent residents in our country shall pay their tuition and other fees in accordance with the same standards that apply to Taiwan nationals.
2. Students admitted to educational institutions in Taiwan in accordance with an education cooperation agreement shall pay their tuition and other fees that are specified in the agreement.
3. A school that accepts an international student who does not qualify to the preceding 2 Subparagraphs may apply its own tuition and other fees standard to the international student.

Students that were admitted to study in Taiwan before the effective date of the February 1, 2011 amendment shall pay for their own tuition and other fees in accordance with the previous standards.

- Article 17 At the time of registration a new international student shall present proof of a medical and injury insurance policy which is valid for at least 6 months from the date the student enters Taiwan. Current student shall present written proof that they have joined Taiwan's the National Health Insurance Plan.
The abovementioned written proof of insurance issued in foreign country shall be authenticated by the 'Overseas Agencies'.
- Article 18 Without affecting the normal teaching situation, we have signed a cooperation agreement with foreign schools, to recruit internal exchange students; and may use these provisions, to enroll foreign student select students.
Select students do not have a formal student status, and the selected period is for a year and may be extended by another with consent from the school. Select students can be become official students after passing the admissions procedures if reviewed by respective departments.
- Article 19 The international office is the main contact for the international students and will be in charge of international student cases.
The international office will hold irregular students consoling, promote the internationalization of the campus, and assist exchanges and interactions between students and foreign student exchanges.
For various student-related matters of international students on campus will be responsible by various authorities and governed by the relevant regulations.
International student academic achievers may, based on the scholarship application regulations apply for a scholarship.
- Article 20 If international students violate the Employment Services Act, the schools shall immediately handle the cases in accordance with the related regulations after investigation.
- Article 21 If international students discontinue their schooling or because of any other reason that causes them to change or lose their student status at the school, the school must notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the Service Center of National Immigration Agency, the Ministry of the Interior, and send copies of these notifications to the Ministry of Education.
- Article 22 NDHU recruitment of international students relies on the international admission website set up by the university, participation in domestic and international educational fairs, and organization of physical and virtual admission information sessions. NDHU refrains from entrusting external institutions, corporations, organizations, or individuals with the organization of such events.

- Article 23 If there are regulations not stated fully here, will follow the Ministry of Education regulations.
- Article 24 This guideline has been confirmed by the session of the Executive Council and the Ministry of Education has allowed the usage.