德明財經科技大學
Takming University of Science and Technology

115 學年度第 2 學期(春季班)
外國學生專班招生簡章

Admission Guidelines for
International Students Program
Spring Semester, Academic Year 2026-2027

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LINE
招生諮詢
Admissions Inquiry

◎本校除宣傳、推廣及協助學生辦理來臺必要程序外，並未委外辦理招生事務。

Except for the dissemination, promotion, and assistance with necessary procedures for students coming to Taiwan, Takming University of Science and Technology has not outsourced its admissions process to any agencies.

◎中、英文版簡章內容如有不一致，以中文版為準。

In the event of discrepancies between the Chinese version and the English version of this Brochure, the Chinese version shall prevail.

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115 學年度第 2 學期外國學生專班申請入學單獨招生簡章重要日程表
Important Dates for International Students Program Admission
(Spring Semester, Academic Year 2026–2027)

外國學生專班 International Students Program	
春季班【2027 年 2 月入學】重要日程 Spring Semester (February 2027 Enrollment) Important Dates	
項目 Events	日期 Date
申請時間 Application Period	2026 年 9 月 21 日~2026 年 11 月 30 日 Sep 21—Nov 30 , 2026
資料審查 Application Review	2026 年 12 月 1 日~2026 年 12 月 4 日 Dec 1—Dec 4 , 2026
公告錄取名單 Announcement of Admission Results	2026 年 12 月 21 日 Dec 21 , 2026
寄發入學許可 Issuance of Admission Letters	2026 年 12 月 28 日起 Dec 28 , 2026 onwards
開學 Semester Starts	2027 年 2 月 22 日 Feb 22 , 2027
註冊截止日期 Enrollment Deadline	2027 年 4 月 1 日 Apr 1, 2027

◎本日程表如有變更，請以相關通知為準。

Any amendments regarding the spring enrollment will be announced accordingly.

申請流程 Application Procedure

流程 Procedure	說明 Instructions
一、確定申請資格及系所 Eligibility and Department Selection	● 招生系所請查詢簡章(詳如第 7 頁) Please refer to the Admission Guide for recruiting departments (detailed in page 7).
二、準備及繳交文件 Document Preparation	● 詳細繳交資料請查詢簡章第 9 頁 Please see page 9 for details on documents to be submitted.
三、網路報名及上傳文件 Online Registration and Document Submission	● 請於報名截止日前完成網路報名及文件上傳。Complete online application and submit documents before due date. (2027 年 2 月入學 Enrolled in February 2027)：November 30,2026. ● 線上申請網址 Online Application Portal： https://netinfo.takming.edu.tw/tip/foreigm/index.php
四、審核 Application Review	● 必要時得通知申請人補件，未於報名截止日前完成補件者，視同報名未成功。 Applicants may be required to submit additional documents when necessary. Failure to complete the submission of supplementary documents by the application deadline will result in an unsuccessful application. ● 資料不齊全時，除特殊情形外，一律不予受理。 Applications with incomplete documents will not be accepted, except under exceptional circumstances.
五、錄取通知 Admission Notification	● 網站公告 Website Announcement：https://oia.takming.edu.tw/p/426-1036-8.php?Lang=zh-tw ● 電子郵件通知 Email Notification

一、招生方式 Admission Method

本校招生方式以辦理招生說明會，於學校官網公開申請資訊或畢業校友會共同宣傳。

Admission methods include conducting recruitment briefings, publishing application information on the university's official website, or collaborating with alumni associations.

二、申請資格 Eligibility for Application

(一) 申請資格依據教育部「外國學生來臺就學辦法」及本校「外國學生招生規定」為基準。

Application eligibility is based on the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan" and the University's "International Student Admission Regulations.".

(二) 具外國國籍且未曾具有中華民國國籍(*註1)，(1)未曾以僑生身分在臺就學、(2) 未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

An individual of foreign nationality who has never held Republic of China (R.O.C.) nationality (*Note 1) and who meets the following criteria: (1) has never studied in Taiwan as an Overseas Chinese student, and (2) has not been placed by the University Entrance Committee for Overseas Chinese Students in accordance with the "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan" in the academic year of application.

(三) 具外國國籍且符合下列規定，於申請時並已連續居留(*註2)海外六年以上者(*註3)，得申請入學。

An individual of foreign nationality who meets the following requirements and has resided overseas continuously (*Note 2) for at least six years (*Note 3) at the time of application may apply for admission.

1. 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

   A person who at the time of their application also holds dual R.O.C. nationality shall have never had household registration in Taiwan.

2. 申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿八年。

   A person who before the time of their application also held dual R.O.C. nationality but no longer does at the time of their application shall have renounced their R.O.C. nationality with the approval of the Ministry of the Interior on a date at least eight full years before making their application.

3. 前 2 款條件皆未曾以僑生身分在臺就學，且未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

   Applicants under the preceding two subparagraphs must have never studied in Taiwan as an Overseas Chinese student, and must not have been placed by the University Entrance Committee for Overseas Chinese Students in accordance with the "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan" in the academic year of application.

(四) 具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留(*註 2)六年以上者，得申請入學。

A person of foreign nationality, who is eligible for permanent residence in Hong Kong or Macau, who has never held household registration in Taiwan since birth, and, who at the time of their application has resided in Hong Kong, Macau or elsewhere overseas (*2) continuously for at least six (6) years are eligible to apply for admission.

(五) 曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外(*註 2)六年以上者，得申請入學。

A person who was formerly from the Mainland China who has foreign nationality and has never 5 held household registration in Taiwan since birth, and who at the time of their application has resided overseas (*2) continuously for at least six (6) years may apply for admission.

(六) 依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經教育部核准，得申請入學。

A foreign national who is selected and recommended to study in Taiwan by a foreign government, agency, or school under an educational cooperation agreement, and who has never held household registration in Taiwan from the beginning, may apply for admission upon approval by the Ministry of Education.

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

An international student applying to study at or below the bachelor's degree level in Taiwan who has stayed in Taiwan for less than one year and has withdrawn or lost their student status for any reason may re-apply for studies in Taiwan. Such re-application is limited to one time only.

(八) 外國學生在臺就讀其他大學校院時，因操行不及格或學業考核未達規定、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得申請入學。

International students who have studied at other universities/colleges in Taiwan and were expelled or lost their student status due to failing conduct grades, failure to meet academic standards, or serious violations of laws or university regulations are not eligible to apply for admission.

(九) 外國學生具國外高中畢業資格者或具有與我國學制相當之同等學力資格者，得申請入學本校學士班。

International students holding a foreign high school diploma or an equivalent academic qualification corresponding to the R.O.C. educational system may apply for admission to the bachelor's program.

(十) 外國學生申請入學本校學歷採認，除依我國「外國學生來臺就學辦法」規定辦理，並應符合以下規定：

The verification of academic credentials for international students applying for admission to the University shall be conducted in accordance with the R.O.C. "Regulations Regarding International Students Undertaking Studies in Taiwan" and must also meet the following requirements:

1. 持大陸地區學歷：應依我國「大陸地區學歷採認辦法規定辦理」。

   Academic credentials from Mainland China: Shall be handled in accordance with the R.O.C. "Regulations Governing the Verification and Recognition of Academic Degrees from Mainland China."

2. 持香港或澳門學歷：應依我國「香港澳門學歷檢覈及採認辦法規定」辦理。

   Academic credentials from Hong Kong or Macao: Shall be handled in accordance with the R.O.C. "Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao."

3. 持同等學力申請入學者，其同等學力認定標準應符合我國教育部公告之「入學大學同等學力認定標準」。

   Applicants applying with equivalent academic qualifications: The standards for recognizing equivalent qualifications shall comply with the "Standards for Recognition of Equivalent

Educational Levels for University Admission" promulgated by the R.O.C. Ministry of Education.

(十一) 國外高中或大學以上學歷文件須符合我國教育部採認之學校。請參考我國教育部兩岸教育司網頁查詢：請至我國教育部網頁→點選「國際及兩岸教育」→點選「業務專區」→點選「海外留學」→點選「外國大學校院參考名冊」。

Foreign high school or university-level (and above) academic credentials must be awarded by schools recognized by the R.O.C. Ministry of Education. Please refer to the website of the Department of International and Cross-Strait Education of the MOE for verification: Go to the MOE website → Click on "International and Cross-Strait Education" → Click on "Services" → Click on "Study Abroad" → Click on "Database for the Reference List of Foreign Universities."

(十二) 如違反上述任一條件之申請者，經查證屬實後，撤銷入學資格、開除學籍或本校畢業資格， 且不發給任何學歷證明。

If an applicant is found to have violated any of the above conditions, and the violation is verified, their admission qualification, student status, or graduation qualification from the University will be revoked, and no academic credentials or certificates will be issued.

(十三) 學歷資格：經教育部認可之國外公立或已立案之私立高中職以上學校畢業者。

Academic Qualifications: Graduates from foreign public or registered private high schools (or above) recognized by the Ministry of Education (MOE).

註 1：依「中華民國國籍法」第二條規定，有下列各款情形之一者，屬中華民國國籍：

*Note 1: According to Article 2 of the "Nationality Act of the Republic of China," a person shall have the nationality of the Republic of China under any of the following conditions:

(1) 出生時父或母為中華民國國民。

His/her father or mother was a national of the Republic of China at the time of his/her birth.

(2) 出生於父或母死亡後，其父或母死亡時為中華民國國民。

He/she was born after the death of his/her father or mother, and his/her father or mother was a national of the Republic of China at the time of death.

(3) 出生於中華民國領域，父母均無可考，或均無國籍者。

He/she was born in the territory of the Republic of China, and his/her parents are both unknown or stateless.

(4) 歸化者 He/she has undergone the naturalization process.

*註 2：海外係指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每曆年在國內停留 期間不得逾 120 日。

*Note 2: "Overseas" refers to countries or regions outside of Mainland China, Hong Kong, and Macao. "Continuous residence" means that the international student's stay in Taiwan shall not exceed 120 days in each calendar year.

註 3：六年，以擬入學當學期起始日期(2 月 1 日或 8 月 1 日)為終日計算之。

*Note 3: The six-year period is calculated up to the starting date of the intended semester of enrollment (February 1 or August 1).

三、 招生系別及招生名額 Departments and Quotas

	學院 College	學位類別 Degree	系所別 Department	國籍 Nationality	招生名額 Quota
春季班 Spring Semester	管理學院 College of Management	四年制學士 Four-year Bachelor	國際貿易系 Department of International Trade	不限 No restriction	40
	資訊學院 College of Informatics	四年制學士 Four-year Bachelor	多媒體設計系 Department of Multimedia Design		39
合計 Total					79

(一)修業年限 Program Duration

學士班之修業年限以 4 年為原則，至多可延長 2 年

The regular period of study for the bachelor's degree program is four years, which may be extended by up to two years.

(二)語文能力基準 Language Proficiency Criteria

課程以中文授課為主，申請人須具備華語文能力測驗(TOCFL)A2 級(含)以上能力證明。

Courses are conducted primarily in Chinese. Applicants must provide proof of Chinese language proficiency at TOCFL Level A2 or above.

申請注意事項 Notes

(一) 申請人應符合申請資格及申請之各項規定。

Applicant should comply with eligibility and application requirements.

(二) 外國學生經入學大專校院，因操行不及格、學業考核未達規定或因犯刑事案件經判刑確定致遭退學者，不得向本校申請入學；若違反此規定並經查證屬實者，本校得撤銷其入學資格。

International students who have been admitted to any college or university but were subsequently expelled due to failing conduct grades, academic performance below established standards, or conviction of a criminal offense are not eligible to apply for admission to this University. If an applicant violates this policy and the violation is confirmed, the University reserves the right to revoke their admission status.

(三) 學生修讀學士學位，四年制修業年限以四年為原則、二年制修業年限以二年為原則、碩士班以二年為原則；學生未能於規定修業年限內畢業者，得延長修業年限，但以延長二學年為限。

In principle, students should complete bachelor’s degree programs within four years for four-year programs, two years for two-year programs, and two years for master’s degree programs. Where the student fails to graduate within the stipulated period, the student may extend the studies time, but the extension of study is limited to two academic years.

(四) 已錄取之學生，如經發現申請資格不符規定或所繳交之證明文件有假借、冒用、偽造、或塗改者，即取消入學資格，且不發給任何學歷(力)證明。如在畢業後始發現上述情事者，除勒令繳回撤銷其學位證書外，並公告取消其畢業資格。

Once an admitted student is found ineligible or the certificates submitted for application were borrowed, fabricated, forged, or altered, the admission will be revoked. The student will not be issued any certification of academic credentials or qualifications. If any such circumstances are discovered after a student has already graduated, the former student's eligibility to graduate would be revoked and any degree already awarded would be returned and rescinded.

(五) 申請入學表之通訊地址欄，請填寫永久地址及電話，如通知無法寄達或連絡，視為放棄權益。

For the contact address in the application form, please provide a permanent address and telephone. If the notification cannot be delivered or communicated, it will be deemed as relinquishment.

(六) 外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但符合下列情形之一者，不在此限。

1. 入學方式與我國內一般學生相同。
2. 依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍。
3. 符合第二條第一項規定且依國籍法第三條至第七條申請歸化取得中華民國國籍。

An international student who has been permitted to undertake initial household registration, resident registration, naturalization, or restoration of R.O.C. nationality procedures during the course of their studies in Taiwan will forfeit their international student status and shall be dismissed by their educational institution. However, those who meet one of the following conditions shall not be subject to this restriction.

1. The method of admission is the same as that for general domestic students.
2. Applying for naturalization to obtain R.O.C. nationality pursuant to Subparagraphs 1 to 3 of Paragraph 1 of Article 4 of the Nationality Act.
3. Meeting the provisions of Paragraph 1 of Article 2 and applying for naturalization to obtain R.O.C. nationality pursuant to Articles 3 to 7 of the Nationality Act.

(七) 外國學生有違反就業服務法之規定經查證屬實者，本校應即依規定處理。

If an investigation verifies that an international student has violated the provisions of the Employment Services Act, the University shall immediately handle the matter in accordance with the regulations.

(八) 本簡章若有未盡事宜，悉依教育部「外國學生來臺就學辦法」、本校「外國學生招生規定」處理。

In the event of any matters not covered by these regulations, they shall be handled in accordance with the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan" and this University's "Admission Regulations for International Students."

四、報名方式及繳交證件 Application Method and Required Documents

招生方式為本校自行辦理獨立招生。本申請入學免繳報名費用，申請人須檢附下列申請表件，於線上系統進行報名，逾時不予受理，未繳申請資料或資料不全者視同不符申請條件。

The admission process is conducted through the university's independent admissions system. There is no application fee. Applicants must submit all required documents via the online portal. Applications submitted after the deadline will not be accepted. Applicants who fail to submit required materials or whose submissions are incomplete will be considered ineligible.

※以下項目均為必繳文件The following items are all required documents.

項次 No.	繳交項目 Required Submission Items
1	入學申請表及通訊錄(系統) Application Form and Contact Information (System)
2	護照或母國身分證影本 One copy of the passport or national ID issued by the applicant's home country
3	高中（含）以上畢業證書或同等學歷證明文件 (中、英文以外之語文，應附經公證之中文或英文譯本) Senior high school diploma (or above) or equivalent qualification certificate (Documents in languages other than Chinese or English must be accompanied by a notarized Chinese or English translation).
4	經認證之中文或英文成績單。 Authenticated transcripts in Chinese or English.
5	財力證明文件： 須為**申請者本人帳戶**之財力證明，證明金額須達等值美金 3,000 元以上。該證明須於申請時仍處於文件載明之有效期限內；若未載明有效期限者，則須為申請日前三個月內開立。 Financial Statement: Must be an official bank statement under the **applicant's own account**, with a balance of at least USD 3,000 (or equivalent). The statement must remain valid within the specified expiry date at the time of application. If no validity period is specified on the document, it must be issued within three months prior to the application date.
6	語言能力證明： 申請人須具備華語文能力測驗 (TOCFL) A2 級（含）以上能力證明。 Proof of Language Proficiency: Applicants must provide proof of Chinese language proficiency at TOCFL Level A2 or above.
7	學習計畫書 1 份 One copy of study plan
8	入學文件審查授權書 1 份 (系統) One copy of Authorization Statement (System)
9	申請人切結書 1 份 (系統) One copy of Applicant's Declaration Form (System)

五、財力證明基準 Financial Proof Requirements

須檢附足夠在臺就學之財力證明，或政府、本校、民間機構提供之全額獎助學金證明。 財力證明須為申請者本人帳戶並由金融機構開立之存款證明，金額須達等值美金 3,000 元以上。該證明須於申請時仍處於文件載明之有效期限內；若未載明有效期限者，開立日期須為申請日前三個月內。

Applicants must provide proof of sufficient financial support for studying in Taiwan, or official documentation of a full scholarship provided by a government, this university, or a private organization.The financial statement must be an official bank balance certificate under the applicant's own account issued by a financial institution, with an amount of at least USD 3,000 (or equivalent). The statement must remain valid within the specified expiry date at the time of application; if no validity period is indicated, the date of issuance must be within three months prior to the application date.

六、審查程序與成績計算 Review Process and Evaluation Criteria

本校國際事務處受理申請人報名後，先進行申請資格審查，再由各系進行申請人書面資料審查，**評分標準為高中學業成績50%、華語文能力30%、學習計畫20%**，最後經校級外國學生招生委員會議審議決定錄取名單。

同分比序標準：考生總分相同時，比序順序為(1)高中學業成績(2)華語文能力(3)學習計畫。

Upon receiving applications, the Office of International Affairs (OIA) will first conduct a qualification review. Qualified applications will then be forwarded to the respective departments for document review. **The evaluation criteria are as follows: High School Academic Records (50%), Chinese Language Proficiency (30%), and Study Plan (20%).** The final admission list will be reviewed and approved by the University International Student Admissions Committee.

Tie-breaking Criteria: In the event of a tie in total scores, applicants will be ranked in the following order: (1) High School Academic Records, (2) Chinese Language Proficiency, and (3) Study Plan.

七、錄取原則 Admission Principles

錄取名單由本校校級外國學生招生委員會訂定最低錄取標準，總成績未達標準者，不予錄取。各系依考生總成績高低排序，並依各系核定招生名額依序錄取正取生；未獲正取之考生，依總成績高低列為備取生，並依序編列備取序號。

各系正取生報到後如有缺額，僅得由報考該系之備取生，依備取序號依序遞補，至各系核定招生名額額滿為止。

The minimum admission standard for the admission list shall be established by the University International Student Admissions Committee. Applicants whose total scores do not meet this standard will not be admitted. Each department will rank applicants in descending order of their total scores and admit accepted students in sequence up to its approved admission quota. Applicants who are not admitted as accepted students will be placed on the waitlist in order of their total scores and assigned a sequential waitlist number.

If vacancies remain after the registration deadline for accepted students in any department, such vacancies may only be filled by waitlisted candidates of the same department in sequential order of their waitlist numbers, up to the total approved admission quota.

八、報到及註冊入學 Registration and Enrollment

(一) 錄取名單將公告於本校外國學生招生資訊網，並以電子郵件寄發錄取通知書。正取生應依規定時間完成報到；逾期未報到者，視同放棄錄取資格，其缺額由備取生依序遞補。備取生應依通知規定之日期及時間完成報到，逾期未報到者，視同放棄遞補資格。

The admission list will be announced on the University's International Student Admissions website, and admission letters will be sent via email. Accepted students must complete registration within the specified period; those who fail to do so by the deadline shall be deemed to have forfeited their admission status, and vacancies will be filled by waitlisted applicants in sequential order. Waitlisted applicants must complete registration by the date and time specified in the notification. Failure to do so by the deadline will be deemed a forfeiture of waitlist eligibility.

(二) 完成報到後，錄取生應依規定辦理到校註冊，註冊時應繳驗護照、學歷證件及成績單（均須經駐外館處驗證蓋章），逾期未報到或未完成註冊者，取消入學資格。

After completing enrollment confirmation, admitted students shall proceed with on-campus registration in accordance with the regulations. During registration, students are required to present their passport, academic certificates, and transcripts (all of which must be authenticated by the relevant overseas embassies or representative offices). Failure to complete enrollment confirmation or registration within the prescribed deadlines will result in the forfeiture of admission eligibility.

(三) 新生註冊時應檢附已投保自入境當日起至少六個月效期之醫療及傷害保險，前項保險證明如為國外所核發者，應經駐外館處驗證，在校生應檢附我國全民健康保險等相關保險證明文件，其保險有效期須包含在臺就學期間。如尚未投保者(限具正式學籍生)，可於註冊時繳納保險費，由本校代辦投保事宜。

Upon enrollment, new students shall submit a certificate for health and injury insurance valid for at least six months from the date of entry. If the insurance certificate is issued overseas, it shall be authenticated by the overseas embassy. Current students shall provide statement of national health insurance valid for the duration of their studies in Taiwan. If the student has not purchased insurance (limited to students who have formally enrolled), they may pay for insurance premium at enrollment and the University will purchase the insurance on their behalf.

九、申訴程序 Grievance Procedure

(一) 依據性別平等教育法第 13 條規定：「學校之招生及就學許可不得有性別、性別特質、性別認同或性傾向之差別待遇。但基於歷史傳統、特定教育目標或其他非因性別因素之正當理由，經該管主管機關核准而設置之學校、班級、課程者，不在此限。」
According to Article 13 of the Gender Equity Education Act: “The school shall not discriminate against a prospective student during recruitment or evaluation of applications for admission on the basis of his or her gender, gender temperaments, gender identity or sexual orientation. With the approval of the competent authority, this requirement will not apply to schools, classes and curricula with a specific historical tradition, special education objectives, or other reasons unrelated to gender.”

(二) 外國學生如對招生事宜或有違反性別平等原則之疑慮者,得於事實發生之日起三日內，向本校校級外國學生招生委員會提出書面申訴，逾期不予受理，申請者之申訴書應敘明疑義之具體理由，並提出佐證資料供校級外國學生招生委員會參考；本校受理申訴案後，即召開校級外國學生招生委員會審議，並於一週內正式答覆。
If an international student has doubts about recruitment matters or violation of gender equity principle, they may, within three days from the date of occurrence, lodge a written appeal to the Univerity’s International Student Recruitment Committee. Any appeals after the deadline will not be processed. Appellants should state specific reasons for their appeal in the letter and provide supporting evidence. The International Student Recruitment Committee will conduct a review and provide a formal response within one week.

(三) 申請者之申訴如有下列情形者不予受理：
The following lists the circumstances where the appeals by applicants will not be accepted:

1. 申訴內容於招生相關法令或招生簡章內已有明確規範者。
The content of the appeal is clearly outlined in relevant recruitment regulations or the admission brochure.
2. 不具名申訴者 Anonymous appeal
3. 逾期申訴者 Late appeal

十、學雜費收退費標準 Tuition, Miscellaneous Fees, and Refund Policy

(一) 收費標準 Fee Standards

學雜費為每學期計算，所有費用均以新台幣(NTD)為準。

The tuition and miscellaneous fees are calculated per semester, and all fees are based on New Taiwan Dollars (NTD).

每學期 Per Semester	學雜費(新台幣) Tuition and Miscellaneous Fees (NTD)
入學第一學期 First semester of enrollment	NT$22,660/學期/semester
入學第二學期~第 4 年 2nd semester, Year 1 to Year 4	NT$ 45,320 /學期/semester

(二) 退費標準 Refund Standards

學生休、退學時間 Student leave and withdrawal time	**學費、雜費退費比例 Tuition and miscellaneous fee refund ratio**
1.註冊日(含當日)前申請休退學者 Students who apply for leave of absence before the registration date (including the registration date)	已收費者，全額退費 Full refund for those who have already paid
2.於註冊日之次日起至上課（開學）日之前一日申請休、退學者 Students who apply for leave of absence or withdrawal from the day after registration to the day before the start of school (school term)	退還學費 2/3，雜費全部及其餘各費全部 Refund 2/3 of tuition fees, all miscellaneous fees and all other fees
3.於上課（開學）日（含當日）之後而未逾學期 1/3 申請休、退學者 Students who apply for leave of absence or withdrawal after the first day of class (including the first day) but within 1/3 of the semester	退還學雜費及其餘各費總和之 2/3 Refund 2/3 of the total tuition and miscellaneous fees and other fees
4.於上課（開學）日（含當日）之後逾學期 1/3，而未逾學期 2/3 申請休、退學者 Students who apply for leave of absence or withdrawal after more than 1/3 of the semester but less than 2/3 of the semester after the first day of class (including the first day of school)	退還學雜費及其餘各費總和之 1/3 Refund 1/3 of the total tuition and miscellaneous fees and other fees
5.於上課（開學）日（含當日）之後逾學期 2/3 申請休、退學者 Students who apply for leave of absence or withdrawal more than 2/3 of the semester after the first day of class (including the first day)	所繳各費，不予退還 All fees paid are non-refundable

(三) 住宿費 Dormitory fees

收費 Expense	說明 Description
NTD 15,000 每學期/ per semester	1. 六人一間 Six-person room. 2. 以 18 週計算，寒暑假另計 Calculated based on 18 weeks; winter and summer breaks are calculated separately. 3. 冷氣費另計 Air conditioning fees are separate. 4. 押金另計 Deposit is not included. 5. 住宿費不含寢具用品費用，寢具用品由學生自行準備，或可另向本校宿舍購買。Dormitory fees do not include the cost of bedding and related items. Students may prepare their own bedding or purchase it separately from the university dormitory.

(四) 其他費用 Other fees

項目 Item	費用(新台幣) Fees
學生團體醫療保險(取得外僑居留證六個月前) Student Group Health Insurance Fees(before six months from obtaining the Alien Resident Certificate)	NTD 500 (每月/ Monthly)
全民健保(取得外僑居留證六個月後) National Health Insurance (eligible to apply 6 months after receiving the Alien Resident Certificate)	NTD 826 (每月/Monthly)
學生團體保險費 Student Group Insurance Fees	NTD 550(每學期/Semester)
電腦及網路通訊使用費 Computer and network facilities Fees	資訊學院：NTD 1,200 (每學期/Semester) College of Informatics
	管理學院：NTD 850 (每學期/Semester) College of Management
居留證辦理費 Alien Resident Certificate Application Fees	效期 1 年(1-year term)：NTD 1,000 元 效期 2 年(2-year term)：NTD 2,000 元 效期 3 年(3-year term)：NTD 3,000 元
新生體檢費 Freshman Healthy Examination Fees	基本檢查費為 NTD 600 (一次/ once) The basic examination fee is NTD 600

備註/Notes：為維護國際學生健康，自入學註冊時均應參加六個月的傷病醫療保險。領有居留證明文件之國際學生，於來臺連續居留滿 6 個月或曾出境 1 次未逾 30 日，其實際居住期間扣除出境日數後，併計達 6 個月之日起，依法參加全民健保。(如有變動，需依相關規定辦理)。

To safeguard the health of international students, all incoming students are required to enroll in six months of accident and health insurance upon registration. International students holding a residence permit must join the National Health Insurance program by law after continuously staying in Taiwan for six months, or after having left Taiwan once for no more than 30 days. The actual residence period, minus the days spent abroad, counts toward the six-month requirement.

(If there are any changes, relevant regulations must be followed.)

十一、獎學金 Scholarships

※ 深德明心新生入學獎學金 Takming Scholarship

- 本校新生出具校友、校友直系親屬、校友配偶、校友(或在校生)之兄弟姐妹證明且已完成註冊程序入學本校就讀者。

  Freshmen of the university should present proof of alumni, immediate family members of alumni, spouses of alumni, brothers or sisters of alumni (or current students) and have completed the enrollment procedure.
- 本校新生及其直系親屬或兄弟姊妹[2 人(含)以上]同時錄取本校且已完成註冊程序入學本校就讀者。

  Freshmen of the university and their immediate family members, brothers or sisters [2 people (inclusive) or more] are admitted to the school at the same time and have completed the enrollment procedure.

※ 優良獎學金 Outstanding Student Scholarship

每班在學學生總人數未滿三十人，獎勵最優一名；滿三十人未滿四十五人，獎勵最優前兩名；滿四十五人以上，獎勵最優前三名。前三名依學業、操行分數依序評比。學生前學期學業成績，應具備條件如下：

If the total number of students in each class is less than 30, the best one will be awarded; if there are more than 30 students but less than 45 students, the top two will be awarded; if there are more than 45 students, the top three will be awarded. The top three will be judged in order according to their academic and conduct scores. The academic performance of the previous semester should meet the following conditions:

1、學業總平均成績八十分以上且每科均須及格者。

Overall academic average grade is 80 or above and every subject is passed

2、操行成績八十分以上者。

Conduct score is 80 or above.

十二、備註 Notes

(一)凡報考資格不合或繳交之申請資料，經查如有偽造、假冒、不實者，應負法律責任。一經發現本校將採下列方式處理：

If the eligibility or any document submitted is found to be false, borrowed, forged, falsified, or fraudulent, the criminal liability will be prosecuted. Once founded, Takming University of Science and Technology will handle in the following conditions.

1. 報名後察覺者，取消報名資格。
   If it is found after the application, the candidacy of the applicant will be cancelled.
2. 錄取後未註冊前察覺者，取消其錄取資格。
   If it is found after the admission and before the registration, the admission of the applicant will be revoked.
3. 註冊入學後察覺者，開除學籍，並應負法律責任且不發給與修業有關之任何證明文件。
   If it is found after the registration, the student will be expelled and no certificate related to his/her studies will be issued.
4. 畢業後始察覺者，除依法追繳其學位證書外，並公告撤銷其畢業資格，情節重大者函送司法單位審理。
   If such a determination or finding is made after the graduation has occurred, such individuals will have their degree nullified and will have their graduation qualification withdrawn, and where warranted, such case will be referred to the judicial authorities for appropriate disposition.

(二)外國學生之註冊、選課及保留入學資格、休學、退學等學籍管理依本校學則辦理；學業輔導及生活考核等事項依學生事務章則辦理。

International students' enrollment, course selection, admission deferral, suspension, withdrawal and etc. will be handled in accordance with the University's regulations. Academic and daily life assistance will be handled in accordance with the Charter for Student Affairs.

(三)外國學生有違反就業服務法之規定經查證屬實者，本校應即依規定處理。

If an investigation verifies that an international student has violated the provisions of the Employment Services Act, the University shall immediately handle the matter in accordance with the regulations.

(四)本簡章若有未盡事宜，悉依教育部「外國學生來臺就學辦法」、本校「外國學生招生規定」處理。

For any matters not addressed in these guidelines, the regulations shall be governed by the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan," the University's "Regulations for International Student Admissions."

(五) 若有特別要求相關資料或文件，將另行通知。

Other documents may be required by certain departments; in this case, the applicant will be informed.

附表一/ Appendix 1

申請入學繳交資料項目檢查表
Application Checklist

※ 所有申請文件一律不退還，請自行保留備份
All application documents will not be returned; please keep your own backups.
※ 以下項目均為必繳文件 The following items are all mandatory documents.

項次 No.	繳交項目 Required Submission Items
1	入學申請表及通訊錄(系統) Application Form and Contact Information (System)
2	護照或母國身分證影本 One copy of the passport or national ID issued by the applicant's home country
3	高中（含）以上畢業證書或同等學歷證明文件 (中、英文以外之語文，應附經公證之中文或英文譯本) Senior high school diploma (or above) or equivalent qualification certificate (Documents in languages other than Chinese or English must be accompanied by a notarized Chinese or English translation).
4	經認證之中文或英文成績單。 Authenticated transcripts in Chinese or English.
5	財力證明文件： 須為**申請者本人帳戶**之財力證明，證明金額須達等值美金 3,000 元以上。該證明須於申請時仍處於文件載明之有效期限內；若未載明有效期限者，則須為申請日前三個月內開立。 Financial Statement: Must be an official bank statement under the **applicant's own account**, with a balance of at least USD 3,000 (or equivalent). The statement must remain valid within the specified expiry date at the time of application. If no validity period is specified on the document, it must be issued within three months prior to the application date.
6	語言能力證明： 申請人須具備華語文能力測驗 (TOCFL) A2 級（含）以上能力證明。 Proof of Language Proficiency: Applicants must provide proof of Chinese language proficiency at TOCFL Level A2 or above.
7	學習計畫書 1 份 One copy of study plan
8	入學文件審查授權書 1 份 (系統) One copy of Authorization Statement (System)
9	申請人切結書 1 份 (系統) One copy of Applicant's Declaration Form (System)

附表二/Appendix 2

外國學生入學申請表

Application Form for International Students

※請於申請入學系統填寫以下資料※Please fill in the following information in the online application system

＊申請人姓名 Applicant's Name	(中文 Chinese)		經登錄後送出報名申請，中文姓名不得修改，請謹慎填寫! The filled-in Chinese name cannot be modified once submitting the application form,so please fill it out carefully.	
	(英文 English)		請務必與護照英文姓名相符 Must match the English name on your passport.	
＊出生日期 Date of Birth		＊電話 Phone Number		
＊通訊地址 Address			＊E-mail	
＊國籍 Nationality			＊性別 Gender	
＊護照號碼/母國身分證號碼 Passport No./National ID Card No.			外僑居留證號碼 ARC No.	
＊是否曾來臺 Have you ever been to Taiwan?	○否 No ○是 Yes，來臺事由 Reason for visit: ○觀光 Tourism ○就學 Study ○工作 Work			
＊是否曾被拒發臺灣簽證 Have you ever been refused a visa to Taiwan?	○否 No ○是 Yes			

學歷 Educational background

學程 Degree	＊學校名稱 Name of Institution	＊畢業年份 Graduate year
最高學歷 Highest Academic Degree		

＊高中三年學業平均成績 Three-Year High School Academic Average

高一平均 Grade 10 Average		高二平均 Grade 11 Average		高三平均 Grade 12 Average		高中平均 High School Average	(系統帶出)

華語文能力 Chinese Level

＊華語文能力測驗 TOCFL	○基礎級 Level 2(A2) ○進階級 Level 3(B1) ○高階級 Level 4(B2) ○流利級 Level 5(C1) ○精通級 Level 6(C2)

＊財力支援狀況：在本校求學期間費用來源 What is your major financial resource while you study in Taiwan？

□個人儲蓄 Personal Savings □父母支援 Parent Support □獎助學金 Scholarship □其他 Others

＊擬申請就讀之班級 Which department do you want to apply for Takming University of Science and Technology？

系名 Department	班別名稱 Class

附表三/Appendix 3

申請人切結書

Declaration Form

※請於申請入學系統確認資訊後簽名送出※

※ Please sign and submit after confirming the information in the admission application system ※

一、本人保證符合中華民國教育部「外國學生來臺就學辦法」之規定。

I hereby certify that I meet the requirements set forth in the "Regulations Regarding International Students Undertaking Studies in Taiwan" issued by the Ministry of Education, Republic of China (R.O.C.).

二、本人保證符合以下 5 項其中之一：

I hereby attest that I fulfill one of the following conditions.

(一)具外國國籍且未曾具有中華民國國籍，未曾以僑生身分在臺就學、亦未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

At the time of application, I hold foreign nationality and have never held Republic of China (ROC) nationality. I have never studied in Taiwan as an overseas Chinese student, nor have I been assigned for admission by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students Returning to Study in Taiwan in the academic year of application.

(二)具外國國籍且申請時兼具中華民國國籍者，自始未曾在臺設有戶籍，並於申請時已連續居留海外六年以上。且本人未曾以僑生身分在臺就學、亦未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

I hold foreign nationality and concurrently hold ROC nationality at the time of application. I have never established household registration in Taiwan, have resided overseas continuously for more than six (6) years at the time of application, and have never studied in Taiwan as an overseas Chinese student, nor have I been assigned for admission by the University Entrance Committee for Overseas Chinese Students in the academic year of application.

(三)具外國國籍，於申請前曾兼具有中華民國國籍者，於申請時已經內政部許可喪失中華民國國籍已滿八年，並於申請時已連續居留外六年以上者，且未曾以僑生身分在臺就學、亦未於當學年度接受海外聯合招生委員會分發。

I hold foreign nationality and previously held ROC nationality, but at the time of application I have lost ROC nationality with approval from the Ministry of the Interior for a period of at least eight (8) years, and have resided overseas continuously for more than six (6) years. I have never studied in Taiwan as an overseas Chinese student, nor have I been assigned for admission by the University Entrance Committee for Overseas Chinese Students in the academic year of application.

(四)具外國國籍，兼具香港或澳門永久居留資格，自始未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者。

At the time of application, I hold foreign nationality and permanent residency in Hong Kong or Macau, have never established household registration in Taiwan, and have resided continuously in Hong Kong, Macau, or overseas for more than six (6) years.

(五)曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上。

I was formerly a citizen of Mainland China, currently hold foreign nationality, have never established household registration in Taiwan, and have resided overseas continuously for more than six (6) years at the time of application.

三、本人所持國外學歷證件，確認為教育部認可，經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證屬實，保證於錄取報到時，繳交經驗證之國外學歷證件影本、歷年成績證明，若未如期繳交或經查證不符合貴校報考條件，本人自願放棄入學資格，絕無異議。

I certify that my foreign academic credentials are recognized by the Ministry of Education and have been authenticated by an ROC overseas mission, an institution established or designated by the Executive Yuan, or an authorized nongovernmental organization. I agree to submit authenticated copies of my foreign academic credentials and complete academic transcripts at the time of enrollment and registration. Should I fail to submit the required documents on time, or if my qualifications are found not to meet the admission requirements, I voluntarily waive my right to admission without objection.

四、本人未曾遭中華民國內各大專校院退學。如違反此規定並經查證屬實者，取消其入學資格並註銷學籍。

I have never been dismissed or expelled from any university or college in the R.O.C. (Taiwan). If this declaration is found to be false upon verification, my admission shall be revoked and my student status canceled.

五、本人保證不具中華人民共和國國籍。

I hereby certify that I do not hold the nationality of the People’s Republic of China.

六、本人已閱畢簡章條文，並遵守所有簡章上相關規定。

I’d read all the regulations of the handbook, and do obey the rules.

七、上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事，若已經錄取者，取消入學資格；若已入學者註銷學籍，且不發給任何有關之學分證明，絕無異議。

I authorize Takming University of Science and Technology to verify all of the above information provided. If any of the information provided is found and proved to be false, I understand and accept that my admission and student status will be revoked and no proof of attendance will be issued by the University for credits completed.

申請人簽名：_____ **申請日期：**_____

Applicant’s signature **Date of application**

附表四/Appendix 4

外國學生入學文件審查授權書

Authorization Statement

※請於申請入學系統確認資訊後簽名送出※

※ Please sign and submit after confirming the information in the admission application system ※

本人授權同意德明財經科技大學查證本人所提供的入學申請資料，並授權同意

I authorize and agree Takming University of Science and Technology to undertake verification of the information I have provided.

提供本人相關資料，並使他們免責於此一行為。

Release of my personal information without incurring any liability for doing so.

簽名/ Signature：_____

姓名(全名) / Full name：_____

護照號碼 / Passport number：_____

生日/ Date of birth：_____

簽署此授權書日期 / Date signed：_____

附表五/Appendix 5

外國學生通訊錄

International Students' Contact Information

※請於申請入學系統填寫以下資料※

※ Please fill in the following information in the admission application system ※

申請人姓名 Applicant's Name	(中文 Chinese)		
	(英文 English)		
通訊地址 Address			
電話 Phone Number		性　別 Gender	☐男 Male ☐女 Female
電子郵件 E-mail		國　籍 Nationality	
*下列通訊軟體擇一輸入即可 Please enter your ID for one of the following messaging apps:			
Zalo 帳號 Zalo account			
Line 帳號 Line account			
WhatsApp 帳號 WhatsApp account			

緊急聯絡人資料 Contact person's information for emergency

家鄉 Hometown 【必填 Required】			
聯絡人 Contact person's name	聯絡人電話 Contact person's phone no.	關係 Relationship	地址 Contact person's address

台灣 Taiwan			
聯絡人 Contact person's name	聯絡人電話 Contact person's phone no.	關係 Relationship	地址 Contact person's address

附表六/Appendix 6

學習計畫書
Study Plan

申請人 / Applicant _____

請以中文或英文書寫 Please write in Chinese or English