

中華民國 113 年 01 月 17 日(三)112 學年度第一學期第 3 次外國學生招生委員會會議通過

Resolved by the International Student Admission Committee at the Third Meeting

in the First Semester of the 2024 Academic Year on January 17, 2024



德明財經科技大學

Takming University of Science and Technology

113 學年度外國學生轉學簡章

Academic Year 2024 Admission Guidelines for International Transfer Students

Thông tin tuyển sinh của sinh viên chuyển Trường năm học 2024-2025

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掃 QR code
歡迎詢問

113 學年度招收外國學生轉學簡章重要日程表

Important Dates in the Academic Year 2024

Application and Brochure for Admission as International Transfer Students

Lịch trình quan trọng cho sinh viên chuyển Trường đăng ký

秋季班【2024年9月入學】重要日程	
Fall Semester (September 2024 Admission) Important Dates	
Lịch đăng ký【nhập học vào tháng 9 năm 2024】Kỳ mùa thu	
項目 Events / Hạng mục	日期 Date / Ngày tháng
報名文件 Open for application Thời gian đăng ký	2024年3月4日(星期一) March 4, 2024 (Monday)
申請截止日期 Application Deadline Hạn cuối nộp hồ sơ	2024年7月31日(星期三) July 31, 2024 (Wednesday)
申請放榜通知 Admission Result Công bố danh sách	2024年8月8日(星期四) August 8, 2024 (Thursday)
開始寄發錄取通知書 Start sending admission letters Gửi thông báo nhập học	2024年8月15日(星期四) August 15, 2024 (Thursday)
開學 Semester start date Ngày nhập học	2024年9月9日(星期一) September 9, 2024(Monday)
註冊截止日期 Enrollment deadline Hạn cuối nhập học	2024年10月25日(星期五) October 25, 2024(Friday)
新生座談會 Student orientation Hội thảo chào mừng tân sinh viên	2024年10月中旬 Mid- October 2024

春季班【2025年2月入學】重要日程

Spring Semester (February 2025 Admission) Important Dates

Lịch đăng ký【nhập học vào tháng 2 năm 2025】Kỳ mùa Xuân

項目 Events / Hạng mục	日期 Date / Ngày tháng
報名文件 Open for application Thời gian đăng ký	2024年11月4日(星期一) November 4, 2024 (Monday)
申請截止日期 Application Deadline Hạn cuối nộp hồ sơ	2025年1月15日(星期三) January 15, 2025 (Wednesday)
申請放榜通知 Admission Result Công bố danh sách	2025年1月22日(星期三) January 22, 2025 (Wednesday)
開始寄發錄取通知書 Start sending admission letters Gửi thông báo nhập học	2025年2月3日(星期一) February 3, 2025 (Monday)
開學 Semester start date Ngày nhập học	2025年2月24日(星期一) February 24, 2025 (Monday)
註冊截止日期 Enrollment deadline Hạn cuối nhập học	2025年4月1日(星期二) April 1, 2025 (Tuesday)
新生座談會 Student orientation Hội thảo chào mừng tân sinh viên	2025年4月中旬 Mid-April 2025

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一、申請資格/ Eligibility of application / Điều kiện đăng ký tuyển sinh

- (一) 申請人須符合教育部「外國學生來臺就學辦法」規定，請參閱附錄一。

Applicants must comply with the “Regulations Regarding International Students Undertaking Studies in Taiwan” (Appendix 1).

Sinh viên phải tuân thủ "Quy định dành cho sinh viên nước ngoài học tập tại Đài Loan" của Bộ Giáo dục, vui lòng tham khảo Phụ lục 1.

- (二) 外國學生經原入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入本校就讀。經查有違前述規定者，取消錄取資格或開除學籍。

An international student who has been dismissed by an educational institution as a result of unsatisfactory conduct or of a conviction in criminal case proceedings is not permitted to transfer to our university. If the former situation has been found, the applicant's admission qualification will be cancelled or the student will be dismissed from our university.

Học sinh nước ngoài bị đuổi khỏi trường ban đầu do không đạt hạnh kiểm hoặc do có tiền án hình sự không được phép chuyển Trường. Những người vi phạm các quy định nêu trên sau khi phát hiện sẽ bị hủy tư cách nhập học hoặc bị đuổi học.

- (三) 申請轉入二年級者，需於國內公立或已立案之私立大學修業累計滿二個學期；申請轉入三年級者，需於國內公立或已立案之私立大學修業累計滿四個學期。休學之學期不計入學期數計算。

Applicant who is to transfer into year 2 of the four-year program should have completed two semesters in total in public or registered private universities. Applicant who is to transfer into year 3 of the four-year program should have completed four semesters in total in public or registered private universities. The period of suspension is not counted.

Những người đăng ký chuyển sang năm thứ hai phải hoàn thành hai học kỳ học tại các Trường đại học công lập hoặc tư thục đã đăng ký trong nước; những người đăng ký chuyển sang năm thứ ba phải hoàn thành bốn học kỳ học tích lũy tại các trường đại học công lập hoặc tư thục đã đăng ký trong nước. Học kỳ nghỉ học không được tính vào học kỳ.

二、 招生系別 / Transfer department Tên / Khoa tuyển sinh

學院/年級 College/Grade Học viện	系別 Department / Khoa	四技二年級 Year 2 of Four- year Program / Năm 2	四技三年級 Year 3 of Four- year Program / Năm 3
財金學院 College of Finance Học viện tài chính	會計資訊系 / Department of Accounting Information Khoa Kế Toán Thông Tin	√	√
	財政稅務系 / Department of Public Finance and Taxation Khoa Thuế và Tài Chính	√	√
	風險管理與財富規劃系 / Department of Risk Management and Wealth Planning / Khoa Quản Lý Rủi Do Và Lập Kế Hoạch Tài Sản	√	√
	財務金融系 Department of Banking and Finance Khoa Tài chính thương mại	√	√
	財務金融系不動產金融與投資管理組 Division of Real Estate Finance and Investment Management (Department of Banking and Finance) / Khoa Tài Chính, Nhóm Quản Lý Tài Chính Đầu Tư Và Bất Động Sản	√	√
	財務金融系數位金融組 / Division of Digital Finance (Department of Banking and Finance) / Khoa Tài Chính Ngân Hàng	√	√
管理學院 College of Management Học viện quản lý	企業管理系 / Department of Business Administration Khoa Quản Trị Doanh Nghiệp	√	√
	企業管理系時尚經營管理組 / Division of Fashion Management (Department of Business Administration) Nhóm Quản Trị Kinh Doanh và Thời Trang	√	√
	國際貿易系 Department of International Trade Khoa Thương Mại Quốc Tế	√	√
	應用外語系 / Department of Applied Foreign Languages (English) / Khoa Ứng Dụng Ngoại Ngữ	√	√
	應用外語系日文組 / Department of Applied Foreign Languages (Japanese) / Khoa Ứng Dụng Tiếng Nhật	√	√
	流通管理系 Department of Distribution Management / Khoa Quản Trị Logistics	√	√
	行銷管理系 / Department of Marketing Management Khoa Quản Trị Marketing	√	√
	行銷管理系國際會展與觀光休閒組 Division of International Convention, Exhibition and Tourism Management (Department of Marketing Management) Tổ triển lãm và du lịch quốc tế	√	√
資訊學院 College of Informatics Học viện thông tin	資訊管理系 / Department of Management Information System Khoa Quản Lý Thông Tin	√	√
	資訊科技系 / Department of Information Technology Khoa Công Nghệ Thông Tin	√	√
	多媒體設計系 / Department of Multimedia Design Khoa Thiết Kế Đa Phương Tiện	√	√

※修業年限 / Maximum Years of Study / Số năm học

學士班為四至六年 / Bachelor Degree Programs : 4 to 6 years / Cử nhân từ 4 đến 6 năm

※課程以中文授課為主，申請人須具備基本中文聽說讀寫。

Courses are mainly taught in Chinese. Applicants must have basic Chinese listening, speaking, reading and writing skills.

Các khóa học chủ yếu được giảng dạy bằng tiếng Trung, sinh viên phải có kỹ năng nghe, nói, đọc và viết tiếng Trung cơ bản

三、報名方式及繳交證件/ Application method and document required

Cách thức đăng ký và nộp hồ sơ

申請轉學免繳報名費用，申請人須檢附下列申請表件，以親自報名或通訊報名方式，將申請資料送達本校研發處國際交流中心(地址:11451 台北市內湖區環山路一段 56 號綜合大樓 A219-1 室)，未繳申請資料或資料不全者視同不符申請條件。

No application fee is required. Applicants shall submit the following application documents to International Exchange Center, Research and Development Office of the University (address: Room 219-1, General Building, No. 56, Sec. 1, Huanshan Rd., Neihu Dist., Taipei City). All applications must be submitted before the deadline. Applications with missing information or incomplete documents will not be processed.

Đơn xin chuyển Trường này được miễn nộp phí đăng ký, thí sinh đính kèm các mẫu đơn sau và gửi hồ sơ đến Trung Tâm Giao Lưu Quốc Tế thuộc Phòng Nghiên Cứu của Trường (Địa chỉ: Số 56, Khu 1, Hoàn Sơn Road, Neihu District, Taipei City, 11451) bằng phương thức đăng ký hoặc đăng ký qua thư. Phòng A219-1, Tòa nhà), những người chưa nộp tài liệu đăng ký hoặc tài liệu không đầy đủ được coi là không đáp ứng các điều kiện đăng ký.

檢 查 表	申請入學繳交資料項目檢查表(親簽) / Application checklist, which must be signed Các giấy tờ cần chuẩn bị
1	外國學生轉學申請表 / Application Form for International Student Transfer / Đơn xin chuyển Trường
2	二吋半身照片(3個月內) / Two-inch passport photo (within 3 months) Bức ảnh chụp trong 3 tháng gần đây nhất
3	護照影本 1 份 / 1 copy of the Passport / Bản sao hộ chiếu của người đăng kí
4	外僑居留證影本 1 份 / 1 copy of ARC / Bản sao thẻ cư trú của người đăng kí
5	外國學校畢業證書影本(經外交部駐外館處驗證) 1 copy of graduation certificate of highest level of qualification(Verified by overseas embassies) / Bản sao Bằng tốt nghiệp chính thức
6	申請轉學前已就讀學校之學期成績單或歷年成績單 Transcripts from the school previously attended prior to applying for a transfer. Bảng điểm học kỳ hoặc bảng điểm của Trường đã học trước khi xin chuyển Trường.
7	申請轉學前已就讀學校蓋註冊章之學生證影本 A copy of the student ID card with the registration stamp by the school previously attended prior to applying for a transfer. Bản photo thẻ sinh viên có đóng dấu xác nhận của trường đã theo học trước khi xin chuyển Trường.
8	休學證明書或修業證明書 / Proof of suspension or certificate of completion / Giấy xác nhận bảo lưu hoặc giấy chứng nhận hoàn thành các môn học.
9	外國學生申請轉學切結書 / Declaration Form of International Transfer Student Giấy cam kết của sinh viên chuyển trường.

10	華語文能力測驗(TOCFL)2級(基礎級)以上能力證明 Proof of Chinese Proficiency: TOCFL Certificate Level 2. Chứng chỉ tiếng Trung(TOCFL)2 trở lên.
11	其他有利之審查資料/ Other documents that may support the application / Các giấy tờ khác.

四、審查程序與成績計算/Review process and Grade criteria calculation/Kiểm tra các bước và cộng điểm

外國學生申請轉學由本校國際交流中心受理，就申請資料進行彙整，由系所就申請資料進行書面審查(60%):含華語文能力等級、學習規劃、專業能力、學習態度，符合審查資格者由本校老師進行面試(40%)。審查合格且通過面試者，本校會發錄取名單。

Applicants for a transfer may apply for admission through the University's International Exchange Center. The Center will check eligibility of the applicants. All application documents will be compiled and reviewed by the department (60%): Including TOEFL Chinese Language Proficiency Level, Study planning, Professional ability and learning attitude, those who meet the review qualifications will be interviewed by our school teachers (40%). Those who meet the qualifications after review and pass the interview will be admitted to the admission list in accordance with the school's procedures.

Trung Tâm Giao Lưu Quốc Tế của Trường tiếp nhận đơn xin chuyển Trường của sinh viên nước ngoài, sau đó sẽ gửi hồ sơ đến khoa tương ứng xét duyệt(60%): bao gồm Trình độ tiếng Trung, Kế hoạch học tập, năng lực chuyên môn, thái độ học tập. Sau khi xét duyệt, những sinh viên đủ điều kiện sẽ có một cuộc phỏng vấn với Thầy cô giáo của Trường (40%). Danh sách sinh viên trúng tuyển sẽ được công bố theo trình tự xét duyệt của Nhà Trường.

五、報到及註冊入學 / Registration and enrollment / Đăng ký nhập học

錄取生應依入學通知書之規定日期辦理報到及到校註冊，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)，逾期未報到註冊者，取消入學資格。

Admitted students shall register and enroll by the date stated in the admission letter. Passport, graduation certificates and transcripts (which should all be authenticated by the overseas embassy) shall be submitted on the day of enrollment. Those who fail to enroll by the deadline will no longer be qualified to enroll.

Sinh viên trúng tuyển theo thời gian quy định trong giấy thông báo nhập học đến làm thủ tục nhập học, và phải mang các giấy tờ liên quan như : Hộ Chiếu, bản sao Bằng tốt nghiệp và Bằng Điểm (được chứng thực của bộ ngoại giao Đài Loan), mới được phép nhập học. Nếu quá thời hạn mà sinh viên vẫn chưa đăng ký nhập học, nhà Trường sẽ hủy bỏ tư cách nhập học.

六、各項收費標準 / Various fees / Tiêu chuẩn học phí

學雜費及住宿費用(新台幣計算) / Tuition fees and Dormitory fees / Chi phí học phí và ký túc xá:

學位類別 Degree / Học vị	學雜費 (一學期) Tuition and miscellaneous fees (Per semester) Học phí (1 kỳ)	住宿費 (一學期) Dormitory fee (Per semester) / Ký túc xá (1 kỳ)
四年制學士 Four-year Bachelor Cử nhân hệ 4 năm	約 NT\$ 45,593	<p>1.一學期 NT\$14,000 (不含寒暑假) One semester: NT\$14,000 (does not include winter and summer vacations). Mỗi kỳ \$14,000 đài tệ (không bao gồm nghỉ đông và nghỉ hè).</p> <p>2.秋季班新生第一年住宿須繳交兩學期的住宿費。 For freshman starting at the Fall semester, it is mandatory to pay the dormitory fees in advance for two semesters in the first year. Sinh viên đăng ký Ký túc xá kỳ mùa Thu thì phải ở ít nhất 2 kỳ .</p>
<p>1.醫療保險費用說明：學生居留未滿 6 個月，尚未符合健保投保資格，須投保外國學生團險(每月 NT\$500)。學生居留滿 6 個月後，應依法強制加保全民健保(每月 NT\$826)。註冊時將先收取 6 個月保費共 NT\$4,956，於期中後再行退費。</p> <p>Health insurance: In case that the student has not resided in Taiwan for 6 months and is ineligible for national health insurance, they should purchase group insurance for international students (NT\$500 per month). After the student has resided for 6 months, they are legally required to join national health insurance (NT\$826 per month). Six months of insurance premium (NT\$4,956) will be charged at enrollment and will be refunded after mid-term.</p> <p>Giải thích về phí bảo hiểm: Sinh viên cư trú chưa đủ 6 tháng, nhà Trường sẽ mua bảo hiểm đoàn thể cho sinh viên, (500 Đài tệ/tháng). Khi bạn đóng học phí, nhà trường sẽ thu trước 6 tháng phí bảo hiểm sức khỏe, tổng cộng là 4,956 Đài tệ, sau này nhà Trường sẽ hoàn trả lại chi phí đó.</p> <p>2.欲申請宿舍者請於入學送件時註明，額滿為止。</p> <p>Please note on the admission application form if you wish to apply for a dormitory room. The application for a dormitory room will be accepted until it is full.</p> <p>Nếu đăng kí ký túc xá, vui lòng đăng kí trước, dù số lượng nhà Trường sẽ không nhận nữa.</p> <p>3.學生註冊入學後因故休學或退學，其退費標準依照本校之規定辦理之。</p> <p>If students suspend or withdraw from school due to unforeseen circumstances after enrollment, the refund policy is in accordance with the regulations of the school.</p> <p>Sinh viên sau khi đăng ký nhập học nhưng muốn bảo lưu hoặc thôi học, thì tiêu chuẩn hoàn trả học phí sẽ được xử lý theo quy định của Trường.</p> <p>4. 學雜費收退費基準:依會計室當學期公告之收退費標準為主，請參閱連結: 學雜費收退費標準 (takming.edu.tw)</p> <p>Tuition and Miscellaneous Fee Collection and Refund Basis: The tuition and refund standards announced by the Accounting Office for the current semester are followed on the link: 學雜費收退費標準 (takming.edu.tw)</p> <p>Căn cứ thu, hoàn học phí và các khoản phí khác: dựa vào tiêu chuẩn thu, hoàn học phí do Phòng Kế toán công bố cho học kỳ hiện tại, vui lòng tham khảo tại link: 學雜費收退費標準 (takming.edu.tw)</p>		

七、獎學金 / Scholarships / Học Bổng

※ 深德明心新生入學獎學金 / Takming Scholarship / Học bổng chấp cánh ước mơ

- 本校新生出具校友、校友直系親屬、校友配偶、校友(或在校學生)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.

Tân sinh viên phải hoàn tất thủ tục nhập học và phải cung cấp đầy đủ thông tin liên quan đến Anh Chị Em, Vợ Chồng đang theo học hoặc đã tốt nghiệp tại Trường.

- 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.

Tân sinh viên và các thành viên trong gia đình (2 người trở nên) đã trúng tuyển và hoàn tất thủ tục nhập học.

※ 優良獎學金 / Outstanding Student Scholarship / Học bổng sinh viên xuất sắc

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:

Nếu tổng số học sinh của mỗi lớp dưới 30 học sinh thì xét 01 học sinh xuất sắc nhất; trên 30 học sinh nhưng dưới 45 học sinh thì xét 02 học sinh đứng đầu; trên 45 học sinh thì top ba sẽ được nhận học bổng. Ba người đứng đầu sẽ được đánh giá theo thứ tự theo điểm học tập và hạnh kiểm. Kết quả học tập của học kỳ trước phải đáp ứng các điều kiện sau:

- 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.

Người có điểm trung bình từ 80 trở lên và phải qua môn.

- 2、操行成績八十分以上者。

Conduct score is 80 or above.

Những người có điểm hạnh kiểm từ 80 trở lên.

外國學生來臺就學辦法

Regulations Regarding International Students Undertaking Studies in Taiwan

法規名稱：外國學生來台就學辦法

修正日期：民國 110 年 01 月 22 日

法規類別：行政＞教育部＞國際及兩岸事務目

Ministry of Education 29 December 2002

第 1 條 Article 1

本辦法依大學法第二十五條第三項、專科學校法第三十二條第一項、高級中等教育法第四十一條第一項及國民教育法第六條第三項規定訂定之。

These Regulations are formulated in accordance with the provisions of Article 25, Paragraph 3 of the University Act, Article 32, Paragraph 1 of the Junior College Act, Article 41, Paragraph 1 of the Senior High School Education Act, and Article 6, Paragraph 3 of the Primary and Junior High School Act.

第 2 條 Article 2

具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本辦法規定申請入學：

A person of foreign nationality who has never held Republic of China (“R.O.C.”) nationality and who meets the following requirements is permitted to apply for admission to an educational institution, in accordance with the provisions of these Regulations:

一、未曾以僑生身分在臺就學。

The person has never undertaken studies in Taiwan as an overseas Chinese student.

二、未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

The person has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

具外國國籍並符合下列規定，且最近連續居留海外六年以上者，亦得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上：

A person of foreign nationality who meets the following requirements and who in the immediate past has resided overseas continuously for at least six years is also permitted to apply for admission to an educational institution, in accordance with these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

一、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.

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

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.

三、前二款均應符合前項第一款及第二款規定。

A person referred to in either of the preceding two subparagraphs shall meet the requirements stipulated in Subparagraph 1 and Subparagraph 2 of the previous paragraph.

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，經主管教育行政機關核准，得不受前二項規定之限制。

A foreign national who was selected by a foreign government, organization, or school to study in Taiwan in accordance with the Education Cooperation Framework Agreement, and who has never had household registration in Taiwan may be given exemption from the restrictions set out in the preceding two paragraphs if the competent education administrative authority gives approval.

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

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

The periods of six years and eight years stipulated in Paragraph 2 shall be calculated using the starting date of the semester (February 1, or August 1) as the end date of the period.

The term “overseas” used in Paragraph 2 refers to countries or regions other than the Mainland Area, Hong Kong, and Macau; the term “reside overseas continuously” means that an international student has stayed in Taiwan for no more than a total of 120 days in each calendar year. When calculating the number of consecutive years spent overseas, if the initial or final year of the period is not a complete calendar year, any time spent in Taiwan in the initial or final year must not exceed 120 days. However, time that a person has spent in Taiwan is not subject to this restriction and it is not counted when calculating how long they were in Taiwan in a particular year if the person has documentary proof that they:

一、就讀僑務主管機關舉辦之海外青年技術訓練班或教育部（以下簡稱本部）認定之技術訓練專班。

Attended an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the Ministry of Education;

二、就讀本部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。

Spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas;

三、交換學生，其交換期間合計未滿二年。

Spent a total period of less than two years in Taiwan as an exchange student;

四、經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

Spent a total period of less than two years undertaking an internship that they came to Taiwan to undertake with the approval of the designated central competent authority.

具外國國籍並兼具中華民國國籍，且於本辦法中華民國一百年二月一日修正施行前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受第二項規定之限制。

A person who held both foreign and R.O.C. nationalities and applied for annulment of their R.O.C. nationality before the date of effect of the February 1, 2011 amendment to these Regulations may apply for admission as an international student in accordance with the provisions in place before the amendment and is not subject to the restrictions set out in Paragraph 2.

第 3 條 Article 3

具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者，得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上。

An applicant of foreign nationality, who is eligible for permanent residence in Hong Kong or Macao, who has never had household registration in Taiwan, and who at the time of their application has resided in Hong Kong, Macao, or elsewhere overseas continuously for at least six years may apply for admission in accordance with the provisions of these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

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

曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者，得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上。

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

第一項及第三項所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

第一項至第四項所定海外，準用前條第五項規定。

The term “resided [...] continuously” in the preceding paragraph means that a person did not spend more than a total of 120 days in Taiwan in each calendar year. However, this restriction does not apply if a person can present documentary proof that any of the circumstances listed in Paragraph 5, Subparagraphs 1 to 4 of the previous article apply. The time that they spent in Taiwan in the ways listed is not counted when calculating the period of continuous residence referred to in the previous paragraph.

A person who was formerly from the Mainland Area and who has foreign nationality and has never had household registration in Taiwan, and who at the time of their application has resided overseas continuously

for at least six years may apply for admission to an educational institution, in accordance with the provisions of these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

The term “resided [...] continuously” in the preceding paragraph means that a person did not spend more than a total of 120 days in Taiwan in each calendar year. However, this restriction does not apply if a person can present documentary proof that any of the circumstances listed in Paragraph 5, Subparagraphs 1 to 4 of the previous article apply. The time that they spent in Taiwan in the ways listed is not counted when calculating the period that they resided continuously overseas referred to in the previous paragraph.

The periods of six years and eight years stipulated in Paragraph 1 and in Paragraph 3 shall be calculated using the starting date of the semester (February 1, or August 1) as the end date of the period.

The definition of “overseas” given in Paragraph 5 of the previous article also applies, mutatis mutandis, to Paragraphs 1 to 4.

第 4 條 Article 4

外國學生依前二條規定申請來臺就學，以一次為限；其繼續在臺就學者，入學方式應與我國內一般學生相同。但下列情形，不在此限：

An international student applying to study at an educational institution in Taiwan in accordance with the provisions of the two previous articles is limited to only applying once. If a student wants to continue studying in Taiwan, their application shall be handled in the same manner as the admission procedures for domestic students. However, this requirement does not apply to an international student in either of the following circumstances:

一、於完成申請就學學校學程後，申請碩士班以上學程，逕依各校規定辦理。

If an international student is applying for admission to a master's degree or higher level program after completing the course of study at the educational institution to which they originally applied, the university to which the student is now applying shall handle the application in accordance with its regulations;

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

If an international student applied to come to Taiwan to undertake a bachelor's degree or lower level program in Taiwan and after coming to Taiwan stayed for less than one year for some reason then discontinued their studies or forfeited their student status, that student may lodge another application to come to Taiwan to study, but only one such re-application is permitted.

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

If an educational institution in Taiwan where an international student was studying considers that their conduct or academic performance was unsatisfactory, or if the student seriously violated any ordinances or the regulations of the educational institution and the circumstances were serious and as a result, in accordance with the provisions of its regulations governing student awards and penalties had to discontinue their studies or forfeited their status as a registered student, the student is not permitted to re-apply to study in Taiwan on the basis of the provisions of the previous paragraph.

第 5 條 Article 5

大學及專科學校二年制（以下簡稱大專校院）實際招收入學之外國學生，其名額以本部核定該校前一學年度招生名額外加百分之十為原則，並應併入當學年度招生總名額報本部核定；申請招收外國學生名額超過前一學年度核定招生名額外加百分之十者，應併同提出增量計畫（包括品質控管策略及配套措施）報本部核定。但國內大學與外國大學合作並經本部專案核定之學位專班，不在此限。

In principle, the actual number of places available for international students to be admitted to universities and two-year programs at junior colleges (hereunder referred to as “universities and tertiary colleges”) is limited to an additional ten percent above the admission quota that was approved for the institution for the previous academic year by the Ministry of Education, and that number shall be incorporated into the total admission quota and reported to the Ministry of Education for approval. A university or junior college applying to recruit more than an additional ten percent shall submit a report of the planned increment (including associated quality control strategy and supportive measures) to the Ministry of Education for approval. Degree programs offered by collaborating domestic and foreign universities that have been approved on a case by case basis by the Ministry of Education are not subject to this restriction.

專科學校五年制及高級中等以下學校實際招收入學之外國學生，其名額以各主管教育行政機關核定該校前一學年度招生名額外加百分之十為限，並應併入當學年度招生總名額報各主管教育行政機關核定。

大專校院於前一學年度核定招生總名額內，有本國學生未招足情形者，得以外國學生名額補足，並應報本部核定。

The actual number of international students that may be admitted to a five-year program at a junior college, or to a senior secondary school, junior high school, or an elementary school is limited up to an additional ten percent above the admission quota that was approved for the institution for the previous academic year that was approved by the competent education administrative authority, and that number shall be included in the total number of students admitted for that academic year and be reported to the competent education administrative authority for approval.

Universities and tertiary colleges may augment the number of places at their institution available to international students by the number of places that were available to local students within the admission quota that was approved for the institution for the previous academic year and shall first report such an increase to the Ministry of Education for approval.

第一項及第二項招生名額，不包括未具正式學籍之外國學生。

The admission quotas referred to in Paragraph 1 and Paragraph 2 do not include international students who are not officially registered as a current student.

第 6 條 Article 6

大專校院招收外國學生入學各年級，應擬訂公開招生規定報本部核定，其內容應包括招生方式、入學資格審查程序、學系（程）授課語言、學生應具備之語文能力基準、財力證明基準及其他相關事項。

前項招生規定經本部核定後，大專校院應自行訂定外國學生招生簡章，詳列招生方式、入學資格審查程序、招生學系（程）、各學系（程）授課語言、學生應具備之語文能力基準、修業年限、招生名額、申請資格、財力證明基準、學雜費收退費基準、學校獎助學金資訊及其他相關事項。

大專校院辦理外國學生招生事務，除宣傳推廣及協助學生辦理來臺相關必要程序外，不得委由校外機構、法人、團體或個人辦理；並應適時確認其是否向外國學生收取不合理之費用、成立借貸關係或其他違反相關法令之情形，必要時得向申請之外國學生查核。

大專校院自行或委由校外機構、法人、團體或個人辦理外國學生招生相關事項，不得提供與招生規定、招生簡章或相關規定不一致之資訊。

A university or tertiary college that recruits and admits international students into any year of its programs shall formulate its own related admission regulations and make these public after they have been approved by the Ministry of Education, and formulate a set of international student admission guidelines that outline details of the degree programs that admit international students, the length of time in which each program must be completed, admission quotas, admission eligibility requirements, reviewing and screening methods, and any other related regulations.

第 7 條 Article 7

申請入學大專校院之外國學生，應於各校院指定期間，檢附下列文件，逕向各該校院申請入學，經審查或甄試合格者，發給入學許可：

International students applying for admission to a university or tertiary college shall submit the following documents and apply directly to the university or college during its designated application period, and applicants who pass the review or screening process will be issued an admission notice:

一、入學申請表。An enrollment application form

二、學歷證明文件：Academic credentials:

（一）大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.

（二）香港或澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

Academic credentials from Hong Kong or Macao: shall be handled in accordance with the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

（三）其他地區學歷：Academic credentials from other areas:

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

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

Academic credentials from overseas other than those referred to the preceding two items shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials issued by a campus or branch that a foreign educational institution has established in the Mainland Area by a foreign educational institution shall be notarized by a notary public there and authenticated by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.

三、足夠在臺就學之財力證明，或政府、大專校院或民間機構提供全額獎助學金之證明。

Proof of applicant's having sufficient funds to live on while studying in Taiwan, or proof of having a full scholarship or grant provided by a government, university, college, or private organization.

四、申請學校所規定之其他文件。

Other documents required by the educational institution being applied to.

各校審核外國學生之入學申請時，對前項第二款至第四款未經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求經驗證；其業經驗證者，得請求協助查證。

第一項入學許可應載明外國學生之姓名、就讀學程名稱、學位別、授課語言、入學之學年、學期開始日期、學雜費收退費基準、獎助學金及其他應告知外國學生之相關資訊之中文及英文版本，確認外國學生瞭解來臺就學相關權利義務，並得提供外國學生母國語言版本。

When an educational institution reviews an international student's admission application, if any of the documents specified in Subparagraphs 2 and 4 of the preceding paragraph have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and the educational institution has any doubts about them, it may request authentication by an overseas agency. If documents that have already been authenticated raise any doubts, the educational institution may request examination of the documents.

第 7-1 條 Article 7-1

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

An international student who submits any certificate or document as part of their application for admission to an educational institution that is found to be forged, fabricated, or that has been altered in some way shall have their enrollment eligibility revoked. If the student has already registered and begun classes, their registration as a current student shall be cancelled and they will not be awarded any certification whatsoever regarding their related academic undertakings. If any such circumstances are first discovered after a student has already graduated, the educational institution shall revoke the former student's eligibility to graduate and shall require any degree already awarded to be returned and shall rescind it.

第 8 條 Article 8

外國學生已在臺完成學士以上學位，繼續申請入學碩士以上學程者，得檢具我國各校院畢業證書及歷年成績證明文件，依第七條規定申請入學，不受第七條第一項第二款規定之限制。

外國學生在我國就讀外國僑民學校或我國高級中等學校附設之雙語部（班）或私立高級中等學校外國課程部班畢業者，得持該等學校畢業證書及歷年成績證明文件，依第七條規定申請入學，不受第四條第一項及第七條第一項第二款規定之限制。

An international student who has completed a bachelor's degree or a higher degree in Taiwan and is applying to be admitted to do a master's degree program or a higher degree may submit copies of their graduation certificate from a university or tertiary college in Taiwan and transcripts for each year of their studies and apply in accordance with the provisions of Article 7 and is not subject to the provisions of Article 7, Paragraph 1, Item 2.

An international student who has graduated from a school for international residents in Taiwan, or from a bilingual division (program) affiliated to a domestic senior secondary school, or from a program offering a foreign curriculum at a division of a domestic private senior secondary school may submit copies of their graduation certificate, and their transcripts for each year, and apply for admission in accordance with the provisions of Article 7 and is not subject to the provisions of Article 4, Paragraph 1, or the provisions of Article 7, Paragraph 1, Subparagraph 2.

第 9 條 Article 9

招收外國學生之大專校院，應即時於本部指定之外國學生資料管理資訊系統，登錄外國學生入學、轉學、休學、退學或變更、喪失學生身分等情事。

A university or tertiary college that admits international students shall promptly register details of the following into the international student data management information system designated by the Ministry of Education:

the international students admitted and registered, any transfer, deferral or abandonment of studies, and any change to or loss of student status.

第 10 條 Article 10

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

An international student is not permitted to apply to study any recurrent or continuing education bachelor's degree program or in-service master's degree program, or any other program which is only taught in the evening or during vacations, at a university or tertiary college in Taiwan. However, an international student who already has legitimate resident status or who is undertaking a program approved on a case by case basis by the Ministry of Education is not subject to this restriction.

第 11 條 Article 11

大專校院、專科學校五年制、高級中等以下學校之外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；已逾該學年第一學期修業期間三分之一者，於第二學期或下一學年註冊入學。但各主管教育行政機關另有規定者，不在此限。

An international student who reports to register at a university or tertiary college, a five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school before it is already one-third of the way into the first semester of the current academic year shall be registered for the first semester. If it is already more than one-third of the way into the first semester, the international student shall register for the second semester or the next academic year. However, this restriction does not apply if each competent education administrative authority has some provision that overrides it.

第 12 條 Article 12

大學外國學生於我國大學畢業後，經學校核轉本部許可在我國實習者，其外國學生身分最長得延長至畢業後一年。

An international student who with Ministry of Education approval is undertaking an internship after graduating from a university in Taiwan may have their international student status extended for up to one year after their graduation.

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。但入學方式與我國內一般學生相同者，及依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍者，不在此限。

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, student whose application was handled in the same manner as the admission procedures for domestic students and who apply for naturalization to acquire the nationality of the ROC in accordance with Subparagraph 1 to 3, Paragraph 1, Article 4 of the Nationality Act is not subject to this requirement.

於我國大專校院就讀之外國學生轉學，由各大專校院自行訂定相關規定，並納入招生規定報本部核定。但外國學生經入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入大專校院就讀。

If international student who studies in university or tertiary college in Taiwan want to transfer to another university or tertiary college. Each university or tertiary college shall formulate its own regulations regarding transfers of international students who study in university or tertiary college in Taiwan, incorporate these into its admission regulations, and submit these to the Ministry of Education for approval. However, an international student who has been dismissed by the educational institution that admitted the student as a result of unsatisfactory conduct or of a conviction in criminal case proceedings is not permitted to transfer to another university or tertiary college.

第 13 條 Article 13

大專校院在不影響正常教學情況下，得與外國學校簽訂教育合作協議，招收外國交換學生；並得準用外國學生入學規定，酌收外國人士為選讀生。

高級中等以下學校經各主管教育行政機關核准者，得招收外國學生來臺進行一年以下之短期研習。

A university or tertiary college may sign an education cooperation agreement with a foreign educational institution and recruit and admit international exchange students, provided that this does not affect normal teaching. A university or tertiary college may also apply, mutatis mutandis, its own international student admission regulations to accept suitable international students as non-degree students.

With approval from each competent education administrative authority, senior secondary schools, junior high

schools, and elementary schools may recruit international students for short-term periods of study in Taiwan of one year or less.

第 14 條 Article 14

各級學校因國際學術合作計畫或其他特殊需求成立外國學生專班者，應依各級學校總量發展規模與資源條件相關規定，經該管主管教育行政機關核轉本部核定。

Educational institutions at all levels that establish programs exclusively for international students as part of an international academic cooperation program or to meet some other special need shall do so in accordance with the regulations governing overall scale of and resources for development of an educational institution at their level, and the competent education administrative authority will forward details of such programs for appraisal and approval by the Ministry of Education.

第 15 條 Article 15

本部為獎勵就讀大專校院優秀外國學生，得設置或補助學校設置外國學生獎學金。

大專校院為鼓勵外國學生來臺就學，得自行提撥經費設置外國學生獎學金、助學金。

In order to provide incentive awards for outstanding international students who are studying at universities and tertiary colleges in Taiwan, the Ministry of Education may set up international student scholarships or may subsidize universities and tertiary colleges to do so.

To encourage international students to come and study in Taiwan, universities and tertiary colleges may allocate funds to set up scholarships or financial study assistance to international students.

第 16 條 Article 16

大專校院應指定專責單位或人員負責辦理外國學生就學申請、輔導、聯繫等事項，並加強安排住宿家庭及輔導外國學生學習我國語文、文化等，以增進外國學生對我國之了解。

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

Universities and tertiary colleges shall designate units or personnel to be responsible for handling international student admission applications, counselling, and liaison matters. These units or personnel shall also boost the arrangement of homestay accommodation for international students, and of assistance for them to learn Mandarin Chinese and about Taiwan culture in order to better enhance their understanding of Taiwan.

At different times each academic year, universities and tertiary colleges shall organize counselling activities for international students or accelerate campus internationalization, to help to foster exchanges and interactions between local students and international students.

第 17 條 Article 17

專科學校五年制及高級中等以下學校招收外國學生，除依第二十條規定辦理在臺已具有合法居留身分之外國學生申請入學外，應擬訂招收外國學生來臺就學有關計畫，於每年十一月三十日前報該管主管教育行政機關核定後，始得招生。直轄市、縣（市）主管教育行政機關並應於每年十二月三十一日前，將核定招生學校名冊報本部備查。

前項計畫內容應包括專責外國學生單位之設置、加強我國語文、文化學習課程之規畫及安排外國學生住宿之措施等事項。

第一項學校招收外國學生之國別及名額，必要時得由本部會商內政部及外交部後定之。

A five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school that admits international students shall, apart from complying with the provisions of Article 20 when handling applications from international students who have legitimate resident status in Taiwan, prepare an international student recruitment plan and submit the plan to the competent education administrative authority for approval no later than November 30 each year, before recruitment may begin. The competent education administrative authorities at the municipality, county, and city levels shall submit their approved lists of the approved quotas for each educational institution in their jurisdiction to the Ministry of Education no later than December 31 each year for future reference.

The plan referred to in the preceding paragraph shall include the establishment of a dedicated unit responsible for international students, planning to increase Chinese language and culture courses, and measures for arranging accommodation for international students.

When necessary, the categories of countries and quotas for the admission of international students referred to in Paragraph 1 may be stipulated by the Ministry of Education in consultation with the Ministry of the Interior, and the Ministry of Foreign Affairs.

第 18 條 Article 18

申請入學專科學校五年制及高級中等以下學校之外國學生，除第二十條另有規定外，應於各校指定期間，檢附下列文件，逕向各校申請入學，經審查或甄試合格者，發給入學許可：

Unless otherwise specified in Article 20, an international student applying for admission to a five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school shall directly apply to the junior college or school during its designated admission period and submit the following documents. If an applicant passes the review or screening process, the junior college or school will issue an admission notice.

一、入學申請表 An enrollment application form.

二、學歷證明文件：Academic credentials:

(一) 大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.

(二) 香港及澳門學歷：應依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 provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

(三) 其他地區學歷：Academic credentials from other areas:

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

2. 前二目以外之國外地區學歷，應依本部國外學歷查證認定相關規定辦理。設校或分校於大陸地區之國外學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

Academic credentials from overseas other than those referred to the preceding two items shall be handled in accordance with the relevant provisions of the applicable Ministry of Education regulations governing the assessment and recognition of international students' academic credentials and records. Academic credentials issued by a campus or branch of a foreign educational institution which it has established in the Mainland Area shall be notarized by a notary public office there and authenticated by an authority established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.

三、足夠在臺就學之財力證明。Proof of applicant's having sufficient funds to live on while studying in Taiwan.

四、在臺監護人資格證明文件。Documentary evidence of the eligibility of a guardian in Taiwan.

五、經駐外機構驗證之父母或其他法定代理人委託在臺監護人之委託書。

A power of attorney from the student's parents or other legal representative, which has been authenticated by an overseas mission, appointing the guardian in Taiwan.

六、經我國公證人公證之在臺監護人同意書。

A letter of agreement from the guardian in Taiwan which has been notarized by a notary public in Taiwan.

七、申請學校所規定之其他文件。

Any other documents required by the school, college, or university.

前項第二款學歷證明文件，於申請入學國民小學一年級上學期者，免予檢附。

第一項第四款至第六款文件，外國學生已成年者，免予檢附。

各校審核外國學生之入學申請時，對第一項第二款、第三款及第七款未經駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求驗證；其業經驗證者，得請求協助查證。

The academic credentials stipulated in Subparagraph 2 of the preceding paragraph are not required to be submitted for an application to be admitted for the first semester of the first grade of elementary school.

Adult international students are not required to submit the documents stipulated in Paragraph 1, Subparagraphs 4 to 6.

When a junior college, or school is reviewing an international student's admission application, if any of the documents specified in Paragraph 1, Subparagraphs 2, 3, and 7 have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and the junior college or school has any doubts about them, it may request authentication by an overseas agency. If documents that have already been authenticated raise any doubts, the junior college or school may request examination of the documents.

第 19 條 Article 19

前條所稱在臺監護人，應為在臺設有戶籍之中華民國國民，並提出無犯罪之警察刑事紀錄證明及稅捐機關核發最新年度個人各類所得總額新臺幣九十萬元以上之資料清單。

符合前項規定者，每人以擔任一位外國學生之在臺監護人為限。但以校長、學校財團法人董事長或董事為監護人者，每人以擔任五位外國學生之在臺監護人為限。

The guardian in Taiwan referred to in the preceding article shall be an R.O.C. citizen who has household registration in Taiwan and shall submit a Police Criminal Record Certificate, and an income tax inventory for the most recent year checked and issued by a taxation organization itemizing personal taxable income from all sources of at least TWD 900,000.

A person who satisfies the requirements prescribed in the preceding paragraph may serve as the guardian in Taiwan of only one international student. However, a school principal, or the chair of the board of directors of an incorporated school or a board member may act as the guardian in Taiwan of up to five international students.

第 20 條 Article 20

在臺已有合法居留身分，申請入學專科學校五年制及高級中等以下學校之外國學生，應檢具下列文件，逕向學校申請，並經甄試核准後註冊入學：

An international student who has legitimate resident status in Taiwan and is applying to study a five-year program at a junior college, or at a senior secondary school, junior high school, or an elementary school shall submit the following documents and apply directly to the junior college or school, and report to register there if their application is approved:

一、入學申請表。An enrollment application form;

二、合法居留證件影本。A photocopy of a legitimate resident permit;

三、學歷證明文件：Academic credentials:

(一) 大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.

(二) 香港及澳門學歷：應依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 provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

(三) 其他地區學歷：Academic credentials from other areas:

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

2. 前二目以外之國外地區學歷，應依本部國外學歷查證認定相關規定辦理。設校或分校於大陸地區之國外學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

前項第三款學歷證明文件，於申請入學國民小學一年級上學期者，免予檢附。

各校審核外國學生之入學申請時，對第一項第三款未經駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求驗證；其業經驗證者，得請求協助查證。

高級中等以下學校應於第一項外國學生註冊入學後，列冊報該管主管教育行政機關備查。

第一項外國學生如申請高級中等以下學校因招生額滿無法接受入學，得向主管教育行政機關申請輔導至有缺額之學校入學。

高級中等以下學校得視第一項申請入學學生甄試成績，編入適當年級就讀或隨班附讀；附讀以一年為限，經考試及格者，承認其學籍。

Academic credentials from overseas other than those referred to the preceding two items shall be handled in accordance with the relevant provisions of the applicable Ministry of Education regulations governing the assessment and recognition of international students' academic credentials and records. Academic credentials issued by a campus or branch of a foreign educational institution which it has established in the Mainland Area shall be notarized by a notary public office there and authenticated by an authority established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.

The academic credentials stipulated in Subparagraph 3 of the preceding paragraph are not required for an application for admission to the first semester of first grade at an elementary school.

When a junior college, or school is reviewing an international student's admission application, if any of the documents specified in Paragraph 1, Subparagraph 3 have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and the junior college or school has any doubts about them, it may request authentication

by an overseas agency. If documents that have already been authenticated raise any doubts, the junior college or school may request examination of the documents.

After the admission of the international students referred to in Paragraph 1, a senior secondary school, junior high school, or an elementary school shall submit a list of their details to the competent education administrative authority for future reference.

If a senior secondary school, junior high school, or an elementary school cannot admit the international student referred to in Paragraph 1 applying to study there because the school has already filled its admission quota, the student may apply to the competent education administrative authority for a transfer to be admitted to a school that has a vacancy.

A senior secondary school, junior high school, or an elementary school may assign the international student referred to in Paragraph 1 applying to study there to an appropriate grade level or give them a 'provisional' admission status, based on their results during the screening process. This 'provisional' status is valid for up to one year, and their student registration shall be confirmed if they pass the examinations.

第 20-1 條 Article 20-1

外國學生因該國發生戰亂、重大災害或重大傳染疾病疫情等情事，致該地區之學校無法正常運作，得經我駐外機構、或其本國駐華使領館或授權機構檢齊相關評估資料，經本部會同外交部、內政部移民署等相關機關認定後，其入學高級中等學校、專科學校以專案辦理招生。

前項專案就學採外加名額者，以各校招生核定各該學制總名額外加百分之一為原則。

If a chaotic war situation, major disaster, or major epidemic occurs in the country of an international student, and educational institutions in the region become unable to operate normally as a result, that student's admission to senior secondary school or junior college may be given special consideration on a case by case basis, if details of those circumstances have been assessed and submitted by an R.O.C. overseas mission or by the embassy, consular office or authorized representative office of the student's country in Taiwan, and then confirmed by the Ministry of Education in conjunction with the Ministry of Foreign Affairs, and the National Immigration Agency of the Ministry of the Interior.

In principle, the additional student admission quota referred to in the previous paragraph for students given special consideration on a case by case basis shall be one percent of the total student recruitment quota approved for that school or junior college.

第 21 條 Article 21

外國學生就學應繳之費用，依下列規定辦理：

The tuition related fees that international students in Taiwan shall pay are determined as stipulated below:

一、依前二條規定入學者、經駐外機構推薦來臺就學之外交部臺灣獎學金受獎學生及具我國永久居留身分者，依就讀學校所定我國學生收費基準辦理。

Students who have been admitted to study in Taiwan in accordance with the provisions of the previous two articles, or who have received a MOFA Taiwan Scholarship following recommendation by an overseas mission, or who have the status of permanent residents in Taiwan shall pay tuition and other fees in accordance with the standard fees that their educational institution applies to domestic students.

二、依教育合作協議入學者，依協議規定辦理。

Students admitted to an educational institution in Taiwan in accordance with an education cooperation agreement shall pay their tuition and other fees as specified in the agreement.

三、前二款以外之外國學生，依其就讀學校所定外國學生收費基準，並不得低於同級私立學校收費基準。本辦法中華民國一百年二月一日修正施行前已入學之學生，該教育階段應繳之費用，仍依原規定辦理。

If an international student is not covered by the provisions of either of the preceding two subparagraphs, an educational institution may charge the student based on the standard tuition and other fees for international students that it has determined, and these are not permitted to be lower than the fees levied by other private educational institutions at the same level.

A student who was admitted to an educational institution in Taiwan before the date of effect of the February 1, 2011 amendment to these Regulations shall pay tuition and other for this stage of education fees in accordance with the pre-amendment provisions.

第 22 條 Article 22

外國學生註冊時，新生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，在校生應檢附我國全民健康保險等相關保險證明文件。

前項保險證明如為國外所核發者，應經駐外機構驗證。

When a new international student registers, they shall submit proof of being covered by a medical and injury insurance policy which is valid for at least six months from the date that they entered Taiwan. Current students

shall present documentary proof that they have joined Taiwan's National Health Insurance Plan. If the proof of insurance referred to in the previous paragraph was issued in a foreign country it shall be authenticated by an overseas mission.

第 23 條 Article 23

外國學生有違反就業服務法之規定經查證屬實者，學校或相關主管機關應即依規定處理。

If an investigation verifies that an international student has violated the provisions of the Employment Services Act, their educational institution, or the appropriate competent authority shall immediately handle the matter in accordance with the regulations.

第 24 條 Article 24

外國學生有休學、退學或變更、喪失學生身分等情事，學校應通報外交部領事事務局及學校所在地之內政部移民署各服務站，並副知本部。

If an international student defers or abandons their studies, or if there is any change to or loss of their student status, their educational institution shall notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the service center(s) of the National Immigration Agency of the Ministry of the Interior where their educational institution is located, and send copies of these notifications to the Ministry of Education.

第 25 條 Article 25

學校違反本辦法規定者，主管教育行政機關依相關法令規定處理。

學校未依第二十三條規定處理者，各該主管教育行政機關並得視情形調整招收外國學生名額。

If it is considered necessary, the competent education administration authority may visit educational institutions that admit international students. Any institution found in violation of the provisions of these Regulations shall be dealt with in accordance with the provisions of the applicable laws and regulations.

If an educational institution is not acting in accordance with the provisions of Article 23, depending on the circumstances, the appropriate competent education administration authority may also adjust the international student enrollment quotas for that educational institution.

第 26 條 Article 26

外國學生來臺於大專校院附設之華語文中心學習語文者，其申請程序、獎補助、管理與輔導、缺課時數逾該期上課總時數四分之一以上及變更或喪失學生身分之通報，準用第七條第一項第一款、第三款、第四款、第九條、第十五條、第十六條、第二十二條及第二十四條規定。

The provisions of Article 7, Paragraph 4, Subparagraphs 1, 3, and 4, and of Articles 9, 15, 16, 22, and 24 also apply, mutatis mutandis, to the application procedures, scholarships and subsidies, supervision and guidance, absences from one quarter or more of the total scheduled class hours of a semester, and the reporting of changes to or loss of student status for international students who come to Taiwan to study Mandarin at a Chinese Language Centers affiliated with a university or tertiary college in Taiwan.

第 27 條 Article 27

第七條第一項第一款、第十八條第一項第一款及第二十條第一項第一款所定書表格式，由各校定之；第十八條第一項第五款及第六款所定書表格式，由本部定之。

The format of the forms referred to in Article 7, Paragraph 1, Subparagraph 1; in Article 18, Paragraph 1, Subparagraph 1; and in Article 20, Paragraph 1, Subparagraph 1 shall be determined by each educational institution. The format of the forms referred to in Article 18, Paragraph 1, Subparagraphs 5 and 6 shall be prescribed by the Ministry of Education.

第 27-1 條 Article 27-1

實驗教育機構得依高級中等以下教育階段非學校型態實驗教育實施條例，並準用本辦法規定，招收外國學生來臺就學；其準用本辦法之範圍如下：

Experimental education institutes may recruit international students to study in Taiwan in accordance with the Enforcement Act for Non-school-based Experimental Education at Senior High School Level or Below, and apply, mutatis mutandis, the provisions of the following articles of these Regulations:

- 一、第二條 Article 2.
- 二、第三條 Article 3.
- 三、第四條 Article 4.
- 四、第十一條 Article 11.
- 五、第十三條第二項 Article 13, Paragraph 2.
- 六、第十七條第一項 Article 17, Paragraph 1.
- 七、第十八條 Article 18.

八、第十九條第一項 Article 19, Paragraph 1.

九、第二十條第一項至第四項 Article 20, Paragraph 1 to Paragraph 4.

十、第二十二條 Article 22.

十一、第二十三條 Article 23.

十二、第二十五條第一項 Article 25, Paragraph 1.

十三、前條 The preceding article.

實驗教育機構擬訂外國學生來臺就學有關計畫之內容，應包括外國學生專責人員之設置等事項。

實驗教育機構招收外國學生之國別，比照高級中等以下學校招收外國學生之國別規定。

符合第十九條第一項所定資格者，每人以擔任一位外國學生之在臺監護人為限。但實驗教育機構之負責人或設立實驗教育機構之非營利法人代表，每人以擔任五位外國學生之在臺監護人為限。

實驗教育機構招收外國學生之收、退費相關規定，應納入高級中等以下教育階段非學校型態實驗教育實施條例第六條第四項第七款收、退費規定。

外國學生有喪失學生身分、休學、變更或終止短期研習及其他情事，實驗教育機構應通報外交部領事事務局及學校所在地之內政部移民署各服務站，並副知本部、直轄市、縣(市)主管教育行政機關及設籍學校。

The plans that an experimental education institute draws up related to international students' undertaking studies at their institute in Taiwan shall include items pertaining to putting in place personnel specifically responsible for international students.

The categories of countries from which an experimental education institute is permitted to recruit international students are the same as those set out in the regulations specifying the categories of countries from which elementary and secondary level schools are permitted to recruit international students.

A person who meets the criteria set out in Article 19, Paragraph 1 is restricted to being the guardian of just one international student. However, any person who is also the person in charge of an experimental education institute or is the legal representative of a non-profit body that has established an experimental education institute, that person is restricted to being the guardian of up to five international students.

Experimental education institutes shall incorporate the regulations they draws up governing the fees for international student that they enroll and associated refunds into the fee collection and refund regulations referred to in Article 6, Paragraph 4, Subparagraph 7, of the Enforcement Act for Non-school-based Experimental Education at Senior High School Level or Below.

If an international student loses their student status, suspends their studies, or changes or terminates their undertaking a period of short-term study, or had other changes in their circumstances, the experimental education institute shall notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the service center(s) of the National Immigration Agency of the Ministry of the Interior where the experimental education institute that the student attended is located, and send copies of these notifications to the Ministry of Education, and to the competent education administrative authority of the special municipality, county or city where the experimental education institute that the student attended is located, and the school where the student is nominally registered.

第 28 條 Article 28

本辦法自中華民國一百零一年八月一日施行。

本辦法修正條文，除中華民國一百零一年十二月二十四日修正發布之條文，自一百零二年一月一日施行，一百零二年八月二十三日修正發布之條文，自一百零二年九月一日施行外，自發布日施行。

These Regulations shall take effect on August 1, 2012.

The amendments to these Regulations shall take effect on the date of promulgation, with the exception of the amendments promulgated on December 24, 2012 which shall take effect on January 1, 2013, and the amendments promulgated on August 23, 2013 which shall take effect on September 1, 2013.

申請入學繳交資料項目檢查表
Application Checklist / Các Giấy Tờ Cần Nộp

中文姓名 Chinese Name / Tên tiếng Trung		英文姓名 English Name / Tên tiếng Anh	
學生國籍 Nationality / Quốc tịch		連絡電話 Contact No./ Điện thoại liên lạc	
申請系所 Department to Apply / Đăng ký khoa			

※ 已繳交項目以“V”註記

項次 Item	繳交證件名稱 Documents required / Tên các giấy tờ cần chuẩn bị	繳交註記 Submission notes / Giấy tờ đã nộp	備註 Remark / Chú thích
1.	外國學生轉學申請表(親簽) / Application Form for International Student Transfer (Signed) / Đơn xin nhập học bản chính		
2.	二吋半身照片(3個月內) / Two-inch passport photo (within 3 months) / Bức ảnh chụp trong 3 tháng gần đây nhất		
3.	護照影本 1 份 / 1 copy of Passport / Bản sao hộ chiếu		
4.	外僑居留證影本 1 份 / 1 copy of ARC / Thẻ cư trú		
5.	外國學校畢業證書影本 / 1 copy of all high school transcripts / Bản sao Bằng tốt nghiệp chính thức		
6.	申請轉學前已就讀學校之學期成績單或歷年成績單 / Transcripts from the school previously attended prior to applying for a transfer / Bảng điểm của Trường Đại học đang theo học		
7.	申請轉學前已就讀學校蓋註冊章之學生證影本 / A copy of the student ID card with the registration stamp by the school previously attended prior to applying for a transfer / Thẻ học sinh đã được đóng dấu		
8.	休學證明書或修業證明書 / Proof of suspension or certificate of completion / Giấy chứng nhận đã làm thủ tục thôi học tại Trường cũ		
9.	外國學生申請轉學切結書 / Declaration Form of International Transfer Student / Giấy cam kết của sinh viên chuyển trường		
10.	華語文能力測驗證明 / Chinese proficiency certificate / Chứng chỉ tiếng Trung		
11.	其他證明 / Other documents to support the review / Các giấy tờ khác		

本人證明已檢查繳交上述_____項，保證正確無誤。

I certify that I have checked and submitted the above items to ensure that they are correct.

申請人簽名(Signature): _____

日期(Date of application): _____

※ 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 a copy.

本校審查資料(申請人勿填) / Reviews by the University (Applicants do not fill in.)			
收件人簽章(國交中心): _____		日期: _____	
評分單位簽章(系科): _____		日期: _____	
報名編號			
入學許證	No.	註冊學號	No.



外國學生轉學申請表

Application Form for International Student Transfer

最近二吋相片

Attach one recent photograph here (about 1"x2")

申請人須以正楷詳細逐項填寫 Complete the form with handwriting or typing.

申請人姓名 Applicant's Name	(中文 Chinese)						
	(英文 English)						
住址 Permanent Address					電話 Telephone	()	
現在通訊處 Mailing Address					E-mail		
出生地點 Place of Birth		出生日期 Date of Birth		國籍 Nationality		性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female
護照號碼 Passport No.							
監護/緊急聯絡人 Legal Guardian/ Emergency Contact person	姓名 Name (中文 Chinese)						
	(英文 English)						
	住址 Address						
	電話 Telephone						
	與申請人關係 Relationship with the applicant				職業 Occupation		

學歷 Educational background

學程 Degree	學校名稱 Name of Institution	學校所在地 City and Country	主修學門 Major	副修學門 Minor	就學期間 Duration of study	學位/證書 Degree/ Diploma/ Certificate	取得學位日期 Date of Degree Granted
大學/學院 Undergraduate / College							
其他訓練 Other Training							
相關經歷 Previous Employment							

擬申請就讀之系及學位

Which department and what degree do you wish to apply for

系名 Department	
學位 Degree	<input type="checkbox"/> 學士 Bachelor

DECLARATION FORM OF INTERNATIONAL TRANSFER STUDENT
GIẤY CAM KẾT CỦA SINH VIÊN CHUYỂN TRƯỜNG

本人申請轉學至貴校 _____ 學系(組) _____ 年級，報名身分與所持境外學歷皆符合規定，特具結以下事項，日後如經查證有不實或不符情事，願受無條件退學、不錄取，絕無異議。

I apply to transfer to your school. The registration status and overseas academic qualifications are all in compliance with the regulations. If there are any violations of the general academic honor code and/or in the authenticity of the applicant's documents, I will accept the decision of being dismissed or not qualified for admission in no conditions.

Tôi đã nộp đơn xin chuyển Trường và đăng ký với thân phận là sinh viên nước ngoài, tôi cam kết tuân thủ các quy định, và đặc biệt xác nhận các vấn đề sau. Nếu sau này có bất kì sai sót nào, tôi sẵn sàng chấp nhận thôi học vô điều kiện, không được nhận và không có bất kì sự phản đối nào.

本人所持外籍生學歷符合教育部「大學辦理國外學歷採認辦法」之規定；若於報名時無法繳交國內大學歷年成績單及移民署出具之出入時間證明，本人保證於錄取後報到時補交，若未如期繳交或經查證不符合條件，自願放棄錄取資格。

The degree I have as a foreign student complies with the Ministry of Education's regulation, "Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education". If I am not able to submit academic transcripts of domestic universities and the proof of entry and exit time issued by the National Immigration Agency at the time of application, I promise to provide these documents at the time of enrolment. If I fail to provide the required documents or the documents provided do not meet the requirements after verifications, I will voluntarily give up the admission qualification.

Trình độ học vấn của tôi phù hợp điều khoản "điều luật chấp nhận bằng cấp học thuật nước ngoài của các trường đại học" của Bộ Giáo dục; nếu tôi không thể nộp bằng điểm của mình khi học tại các trường đại học trong nước và thẻ cư trú tại thời điểm đăng ký, tôi cam kết sẽ bổ sung sau, nếu khi nhập học tôi không nộp các giấy tờ như đã hẹn hoặc bị phát hiện là không đủ tiêu chuẩn, tôi sẽ tự nguyện từ bỏ tư cách nhập học.

本人所持學歷確為教育部認可名冊中所收錄者。錄取後如有不予採認情事，自願放棄錄取資格。

The academic qualifications I hold are in the Ministry of Education's approved list. If the recognition of foreign qualifications proves to be false after being admitted, I will voluntarily give up my admission qualification.

Những bằng cấp học vấn mà tôi đang nắm giữ thực sự nằm trong danh sách được Bộ Giáo dục phê duyệt. Sau khi nhập học, nếu có bất kỳ trường hợp nào bị từ chối nhập học, sẽ tự nguyện từ bỏ tư cách nhập học.

本人符合教育部「外籍生來臺就學辦法」之規定。錄取後如有不予採認情事，自願放棄錄取資格。

I am in compliance with the "Ministry of Education's Regulations Regarding International Students Undertaking Studies in Taiwan". If there is any disapproval after admission, I will voluntarily give up my admission qualification.

Tôi luôn tuân thủ các quy định trong "Các biện pháp cho sinh viên nước ngoài đến học tập tại Đài Loan" của Bộ Giáo dục. Sau khi nhập học, nếu có bất kỳ trường hợp nào bị từ chối nhập học, sẽ tự nguyện từ bỏ tư cách nhập học.

此致

德明財經科技大學外國學生招生委員會 / Ban tuyển du học sinh Đại Học KTTC Đức Minh
International Student Admission Committee of Takming University of Science and Technology

立書人 (Applicant Signature / Người làm đơn) :

聯絡電話 (Contact phone number / Số điện thoại) :

中 華 民 國 年 月 日



德明財經科技大學位置及交通資訊

Location and Directions



交通資訊說明：

一、搭乘公車、客運 (BUS)：

- 1.台北車站：公車 247、287 至捷運西湖站
- 2.大直：公車 21、28、222、247、256、267、286、287、902、紅 2、棕 16、藍 7 至捷運西湖站
- 3.士林：公車 620、646、902 至捷運西湖站
- 4.市政府站：公車藍 7、藍 26 至捷運西湖站，藍 27 至西湖國中站
- 5.國光客運(原台汽)：基隆--石牌線(國北護大)至西湖國中站

二、搭乘捷運再轉乘公車 (MRT)：

1. 捷運 1 號文湖線：至西湖站 **Xihu Station (EXIT NO. 1)** (1 號出口，步行約 8 分鐘)
2. 捷運 2 號淡水信義線：至圓山站轉乘公車紅 2、21、247 及 287 區間車
3. 捷運 3 號松山新店線：至南京復興站轉乘 1 號文湖線至西湖站
4. 捷運 4 號中和新蘆線：至民權西路站轉公車 21 號，至捷運西湖站
5. 捷運 5 號板南線：至忠孝復興站轉捷運 1 號文湖線至西湖站

三、駕自用車者來校路線 (CAR)：

經中山高速公路由濱江交流道下，沿濱江街上大直橋，右轉至北安路、內湖路，至環山路口時左轉直走即達本校、或由堤頂交流道下轉內湖方向，至基湖路口右轉接環山路直走到校