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

115 學年度
國際專修部招生簡章

Academic Year 2026 Admission Guide for the International Foundation Program

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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.

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115 學年度國際專修部申請入學單獨招生簡章重要日程表
Important Dates for Applications and Admissions for the International Foundation Program in the Academic Year 2026.

國際專修部 International Foundation Program	
秋季班【2026 年 9 月入學】重要日程 Fall Semester (September 2026 Enrollment) Important Dates	
項目 Events	**日期 Date**
申請時間 Application Period	2026 年 5 月 20 日~2026 年 6 月 18 日 May 20 ~ Jun 18 , 2026
資料審查 Application Review	2026 年 6 月 19 日~2026 年 6 月 23 日 Jun 19 ~ Jun 23 , 2026
面試日期(暫定) Interview Date (Tentative)	2026 年 7 月 10 日前 Before Jul 10, 2026
公告錄取名單 Announcement of Admission Results	2026 年 7 月 24 日 Jul 24 , 2026
寄發入學許可 Issuance of Admission Letters	2026 年 7 月 28 日起 Jul 28 , 2026 onwards
開學 Semester Start Date	2026 年 9 月 7 日 Sep 7 , 2026
註冊截止日期 Enrollment Deadline	2026 年 10 月 16 日 Oct 16 , 2026

錄取須知 Note on Admission

請注意，取得入學通知書不保證可獲發簽證。有關中華民國駐外館處聯絡方式，請至外交部網站查詢 http://www.mofa.gov.tw/

Please note that obtaining a letter of admission does not guarantee a visa. For contact information of the Republic of China embassies abroad, please visit the website of the Ministry of Foreign Affairs http://www.mofa.gov.tw/.

申請流程 Application Procedure

流程 Procedure	說明 Instructions
一、確定申請資格及系別 Check eligibility and departments to apply	1. 招生系別請查詢簡章(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 Prepare documents required for application	2. 詳細繳交資料請查詢簡章第 8 頁 Please see page 8 for details on documents to be submitted.
三、申請作業 Online Application	3. 線上申請 Apply online https://netinfo.takming.edu.tw/tip/foreigm/index.php
四、申請資料審查 Review the applicants' documents for qualification	4. 申請表件彙整後，國際專修部先進行基本資料審查，再送各系(組)審核後，由國際專修部複核，依複核結果安排實體面試，完成後彙整書面審查及面試結果，召開校級外國學生招生委員會決議確認錄取名單。 After all application documents have been compiled, the International Foundation Program (IFP) conducts an initial data review. The applications are then forwarded to the respective departments or groups for evaluation. Following this, the IFP performs a secondary review. Based on the results of this secondary review, in-person interviews are scheduled. Once the interviews are completed, the results from both the document review and the interviews are consolidated. Finally, a school-level Foreign Student Admissions Committee meeting is held to confirm and approve the list of admitted students.
五、審查結果通知 Notification of review results	1.網站公告 Website announcement： https://oia.takming.edu.tw/p/426-1036-8.php?Lang=zh-tw 2.電子郵件通知 Email

一、招生方式 Method of Recruitment

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。

The recruitment methods include conducting recruitment briefings, publicizing application information on the university's official website, or through the alumni association.

二、申請資格 Eligibility of 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。

Degree Qualifications: For the 4-Year Undergraduate Degree Programs, applicants to any 4-year bachelor degree programs must hold a valid senior high school diploma recognized by the R.O.C.

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.

*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 Quota

※本招生採單一志願申請，每位申請人限報考一個系別。

Applicants may apply to only one department in this admission process.

	學院 College	系所別 Department	招生名額 Quota	身分別 Status	授課語言 Language
秋季班 Fall Semester	資訊學院 College of Informatics	資訊管理系 Department of Management Information System	34	外國學生 International Students	中文授課 Mandarin
		資訊科技系 Department of Information Technology	33		
	管理學院 College of Management	行銷管理系 Department of Marketing Management	33		

(一)修業年限 Program Duration

1.學士班修業年限為 4-6 年，連同國際專修部修業年限為 5-7 年。
The duration of study for bachelor's programs is 4-6 years; including the International Foundation Program, the duration is 5-7 years.

2.華語先修期間不得轉系或轉學，學生於正式修讀學士班課程一年後，方得於製造業、營造業、農業、長期照顧、服務業和電子商務業等相關系所申請轉系或轉學。
Transferring to different academic departments or schools is NOT allowed during the 1st year in the International Foundation Program.After one year of formal study in the Bachelor program, students are allowed to apply for a transfer to academic departments in manufacturing, construction, agriculture, long-term care and Service and E-commerce industries within the university or other universities.

(二)語文能力基準 Language Proficiency Criteria

1.適合零華語程度學生
Students with no proficiency in the Chinese language

2.華語先修課程依華語能力分班教學。
Mandarin preparatory courses are placed into classes according to Chinese proficiency.

3.就讀【國際專修部】外國學生，第一年修讀華語課程期滿後應達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級(A2)標準，始得進入學系修讀一年級；**未達華語文能力測驗基礎級(A2)之學生將受退學處分。**
International students enrolled in the International Foundation Program must achieve TOCFL (Test of Chinese as a Foreign Language) Level A2 (Basic) in both Listening and Reading by the end of their first year of Mandarin language courses. Meeting this requirement is a prerequisite for entering their respective academic departments to begin their freshman year. **Students who fail to meet the TOCFL Level A2 requirement will be subject to dismissal from the university.**

4.進入學士班修讀大二前，應達華語文能力測驗(TOCFL)聽力與閱讀測驗進階級(B1)標準。未達標準者，應自費修習本校華語教學中心所規劃之華語輔導課程，直至取得 B1（含）以上等級之及格證明，始得畢業。學生未依規定修習華語輔導課程或未符合華語能力畢業門檻者，應依本校國際專修部學生修業規定等相關規定辦理。
Before entering the second year (sophomore year) of the bachelor's program, students must reach the Band B (Level 3 / B1) standard in the Test of Chinese as a Foreign Language (TOCFL) Listening and Reading tests. Those who fail to meet the standard must take Chinese language remedial courses designed by the university's Chinese Language Center at their own expense until they obtain a passing certificate at level B1 or above in order to graduate. Students who fail to take the Chinese language remedial courses as required or fail to meet the Chinese language proficiency graduation threshold will be handled in accordance with relevant regulations, such as the study regulations for students in the university's International Foundation Program.

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

招生方式為由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 recruitment process is conducted through the university's independent admissions system. There is no application fee for this admission. Applicants must submit all required documents via the online portal. Applications submitted after the deadline will not be accepted. Applicants who fail to submit all 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 for Admission and Contact Directory (System)
2	護照或母國身分證影本 A copy of the passport or national ID issued by the applicant’s home country
3	高中(含)以上畢業學歷畢業證書或同等學力證明文件及歷年成績單一份。 (中、英文以外之語文，應附經公證之中文或英文譯本) Certificates and transcripts of the high school (or above) or equivalent qualifications to the academic degree system of Taiwan. (A notarized copy of a Chinese or English translation is required if the original Graduation Certificates & Transcripts are in a language other than Chinese or English.). 【備註】應屆畢業生，申請時如尚未取得臨時畢業證書可暫以「在學證明」及「歷年成績單」作為申請附件，但註冊時必須繳交臨時畢業證書，已錄取如未檢附者撤銷學籍取消入學資格。 [Note] Graduating students who have not yet obtained their provisional diploma at the time of application may temporarily use their "Certificate of Enrollment" and "Historical Transcripts" as application attachments. However, the provisional diploma must be submitted at the time of registration. If admitted students fail to provide it, their student status and admission qualification will be revoked.
4	經認證之中文或英文成績單。 Certified transcripts in Chinese or English.
5	財力證明文件（財力證明須申請者本人帳戶且近三個月不得少於美金 3,000 元） Financial statement (the financial statement must be in the applicant's personal account and must be no less than US$3,000 in the last three months)
6	學習計畫書 1 份 A study plan
7	入學文件審查授權書 1 份 (系統) A copy of Authorization Statement (System)
8	申請人切結書 1 份 (系統) A copy of Applicant's Declaration Form (System)

五、財力證明基準 Financial Requirement

足夠在臺就學之財力證明，或政府、本校或民間機構提供全額獎助學金之證明。財力證明須經金融機構開立存款證明，最低額度為美金三千元。

Statement of financial support sufficient to cover the expenses for studying in Taiwan, or statement of a full scholarship provided by the government, this University, or a private institution. The financial statement must be a certificate of deposit issued by a financial institution, with a minimum amount of US$3,000.

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

申請國際專修部入學，依本校程序由國際專修部招生受理及資格審查，由各系就申請資料進行書面審查(30%)：含學習成績10%、學習計畫20%，符合審查資格者由本校老師進行實體面試(70%)。審查合格且通過面試者，依本校校級外國學生招生委員會議審議，確認錄取名單。

同分比序標準：若考生總分相同時，比序項目順序為(1)面試成績(2)書面審查成績。

Applications for admission to the International Foundation Program shall be processed by the Office of International Foundation Program Admissions in accordance with the University's admission procedures, including an eligibility review. Each department shall conduct a document review (30%), comprising academic performance (10%) and study plan evaluation (20%). Applicants who meet the eligibility requirements will proceed to an in-person interview (70%) conducted by faculty members of the University. Applicants who pass both the document review and interview will be submitted to the University Admissions Committee for final review and approval of admission results.

Tie-breaking Criteria: In the event of a tie in total scores, applicants shall be ranked in the following order: (1) Interview score (2) Document review score.

※如報名人數較多，各系依書審成績高低擇優至多 100 名考生參加面試，未參與面試者視同落榜。

In cases where there is a large number of applicants, each department may select up to 100 candidates with the highest document review scores to proceed to the interview stage. Applicants who fail to attend the interview shall be deemed unsuccessful.

七、錄取原則 Acceptance

各系獨立錄取：各系將依參與面試考生之實得總分高低獨立排序，並依前述各系招生名額依序錄取該系之正取生，未經正取之考生擇優列為該系之備取生。

備取與遞補：備取生遞補順序不得相同。各系正取生報到後若仍有缺額，僅得由報考該系之備取生，依總分高低及備取序號依序遞補。

Independent Admission by Department：Each department shall rank applicants who participate in the interview according to their total scores in descending order. Based on the admission quota for each department as stated above, candidates shall be admitted in order as regular (admitted) students for that department. Applicants not admitted as regular students shall, based on merit, be placed on the waiting list for that department.

Waitlist and Vacancy Filling：The order of waitlisted candidates shall not be duplicated. After the registration of admitted students in each department, if vacancies remain, such vacancies may only be filled by waitlisted candidates who applied to the same department. Replacement admission shall be conducted in order based on total scores and waitlist ranking.

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.
Admitted applicants must complete registration within the specified period. Those who fail to do so by the deadline shall be deemed to have forfeited their admission eligibility, and the resulting vacancies will be filled by waitlisted applicants in sequential order. Waitlisted applicants must complete registration according to the date and time specified in the notification. Those who fail to complete registration by the prescribed deadline shall be deemed to have forfeited their eligibility for waitlist admission.

(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 and Miscellaneous Fees and Refund

(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)
華語先修第一學期 Chinese Preparatory Program 1st Semester	NTD $22,660/學期/semester
華語先修第二學期 Chinese Preparatory Program 2nd Semester	NTD $45,320/學期/semester
大學部 1~4 年 Undergraduate Program, Year 1 to 4	

***115 學年度學雜費收費標準尚未定案，僅提供 114 學年度學雜費收費標準作參考。**

***The tuition and miscellaneous fee standards for the 115th Academic Year (2026-2027) have not yet been finalized; the fee schedule for the 114th Academic Year (2025-2026) is provided for reference only.**

(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

國際專修部學生於**華語先修第一年**須入住學校宿舍

Students in the International Foundation Program must reside in the university dormitory during the **first year of the Chinese preparatory program**.

每學期 Per Semester	收費/人 Expense/Per Person	說明 Description
華語先修第一學期 Chinese Preparatory Program 1st Semester	免費 Free of Charge	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. 華語先修第一學期免住宿費不包含寒暑假期間 Dormitory fees are waived for the first semester of the Mandarin Preparatory Program, excluding winter and summer breaks.
華語先修第二學期 Chinese Preparatory Program 2nd Semester	NTD 15,000 學期/ Semester	
大學部 1~4 年 Undergraduate Program, Year 1 to 4		

※實際住宿費依當學年度公告金額為主

The accommodation fees may change according to the announcement on the current academic year.

(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 335(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、財金學院：NTD 850 (每學期/Semester) College of Management , College of Finance
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 Health Examination Fee	基本檢查費為 NTD 600 (一次/ once) The basic examination fee is NTD 600

備註/Note：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 statement 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

【僅適用於升讀大學部 Applicable only for progression to the undergraduate program】

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 top student 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 Note

(一)外國學生申請來臺於國際專修部先修華語以**一次為限**，遇特殊事由中斷，經教育部同意，得再申請一次。

International Students who apply for the International Foundation Program are **limited to one time**. In case of interruption due to special occasions, students may apply again with the approval from the Ministry of Education.

(二)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, bogus or counterfeited, the criminal liability will be prosecuted. Once founded, Takming University of Science and Technology will handle in the following conditions.

1. 報名後查覺者，取消報名資格。
   If it is found after the application, the candidacy of the applicant will be cancelled.
2. 錄取後未註冊前查覺者，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. 註冊入學後查覺者，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. 畢業後始查覺者，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.

(三)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.

(四)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.

(五)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."

(六) 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.

※ 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 for Admission and Contact Directory (System)
2	護照或母國身分證影本 A copy of the passport or national ID issued by the applicant's home country
3	高中(含)以上畢業學歷畢業證書或同等學力證明文件及歷年成績單一份。(中、英文以外之語文，應附經公證之中文或英文譯本)Certificates and transcripts of the high school (or above) or equivalent qualifications to the academic degree system of Taiwan. (A notarized copy of a Chinese or English translation is required if the original Graduation Certificates & Transcripts are in a language other than Chinese or English.). 【備註】應屆畢業生，申請時如尚未取得臨時畢業證書可暫以「在學證明」及「歷年成績單」作為申請附件，但註冊時必須繳交臨時畢業證書，已錄取如未檢附者撤銷學籍取消入學資格。 [Note] Graduating students who have not yet obtained their provisional diploma at the time of application may temporarily use their "Certificate of Enrollment" and "Historical Transcripts" as application attachments. However, the provisional diploma must be submitted at the time of registration. If admitted students fail to provide it, their student status and admission qualification will be revoked.
4	經認證之中文或英文成績單。 Certified transcripts in Chinese or English.
5	財力證明文件 （財力證明須申請者本人帳戶且近三個月不得少於美金 3,000 元） Financial statement (the financial statement must be in the applicant's personal account and must be no less than US$3,000 in the last three months)
6	學習計畫書 1 份 A study plan
7	入學文件審查授權書 1 份 (系統) A copy of Authorization Statement (System)
8	申請人切結書 1 份 (系統) A copy of Applicant's Declaration Form (System)

附表二/Appendix 2

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Attach one recent photograph here (about 1"x2")
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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 admission 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.			
＊戶籍地點 Registered Location	○北越 ○中越 ○南越 ○其他	＊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.	

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		

華語文能力 Chinese Level

＊華語文能力測驗 TOCFL	○無 ○入門級 Level 1(A1) ○基礎級 Level 2(A2) ○進階級 Level 3(B1) ○高階級 Level 4(B2)

＊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 online 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海外六年以上者，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 online 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

位置及交通資訊
Location and Directions



一、搭乘捷運直達 (By Metro - Direct)

- 捷運文湖線： 至西湖站 (1 號出口右轉環山路後，步行約 8 分鐘即可抵達)。

MRT (Wenhu Line): Get off at Xihu Station (Exit 1, turn right onto Huanshan Rd., about a 8-minute walk).

- 捷運松山新店線：至南京復興站轉乘 1 號文湖線至西湖站。

MRT (Songshan-Xindian Line): Transfer at Nanjing Fuxing Station to Line 1 and get off at Xihu Station.

- 捷運板南線： 至忠孝復興站轉乘 1 號文湖線至西湖站。

MRT (Bannan Line): Transfer at Zhongxiao Fuxing Station to Line 1 and get off at Xihu Station.

二、搭乘捷運再轉乘公車 (By Metro + Bus Transfer)

- 捷運淡水信義線：至圓山站轉乘公車 紅 2、247、287 區間車及內湖幹線，至捷運西湖站。

MRT (Tamsui–Xinyi Line): Transfer at Yuanshan Station to Bus Red 2, 247, 287 Shuttle Bus, or the Neihu Main Line to MRT Xihu Station (Takming University).

- 捷運中和新蘆線：至民權西路站轉乘公車內湖幹線、287 區間車，至捷運西湖站。

MRT (Zhonghe–Xinlu Line): Transfer at Minquan W. Rd. Station to the Neihu Main Line or Bus 287 Shuttle Bus to MRT Xihu Station (Takming University).

- 捷運中和新蘆線：至民權西路站轉乘公車 紅 31，至德明財經科技大學站。

MRT (Zhonghe–Xinlu Line): Transfer at Minquan W. Rd. Station to Bus Red 31 to Takming University Station.

- 捷運板南線：至市政府站轉乘公車 藍 27、內科通勤專車 20 號，至德明財經科技大學站。

MRT (Bannan Line): Transfer at Taipei City Hall Station to Bus Blue 27 or Neihu Technology Park Commuter Bus No. 20 to Takming University Station.

- 捷運板南線：至昆陽站轉乘公車 藍 20 區，至德明財經科技大學站。

MRT (Bannan Line): Transfer at Kunyang Station to Bus Blue 20 Shuttle Bus to Takming University Station.

三、搭乘公車、客運 (By Bus or Coach)

- 德明財經科技大學站：214、256、268、紅 31、藍 20 區、藍 27。
  Takming University of Science and Technology Stop: Bus 214, 256, 268, Red 31, Blue 20 (Shuttle), Blue 27.
- 西湖國中站：214、256、268、紅 31、藍 20 區、藍 27。
  Xihu Junior High School Stop: Bus 214, 256, 268, Red 31, Blue 20 Shuttle, Blue 27.
- 捷運西湖站：214、222、247、247 區、267、268、28、286 副、287 區、646、681、683、946、950、紅 2、內湖幹線、藍 26、藍 7、藍 7 副、北環幹線(原 620)。
  MRT Xihu Station: Bus 214, 222, 247, 247 Shuttle, 267, 268, 28, 286 (Sub-route), 287 Shuttle, 646, 681, 683, 946, 950, Red 2, Neihu Main Line, Blue 26, Blue 7, Blue 7 Shuttle, North Ring Line (formerly Bus 620).
- 國光客運：基隆—石牌線(國北護大)至西湖國中站。Kuo-Kuang Motor Transport: Keelung—Shipai Line to Xihu Junior High School Station.