

國際學生手冊



National
Taiwan
Normal
University

Handbook for International Students



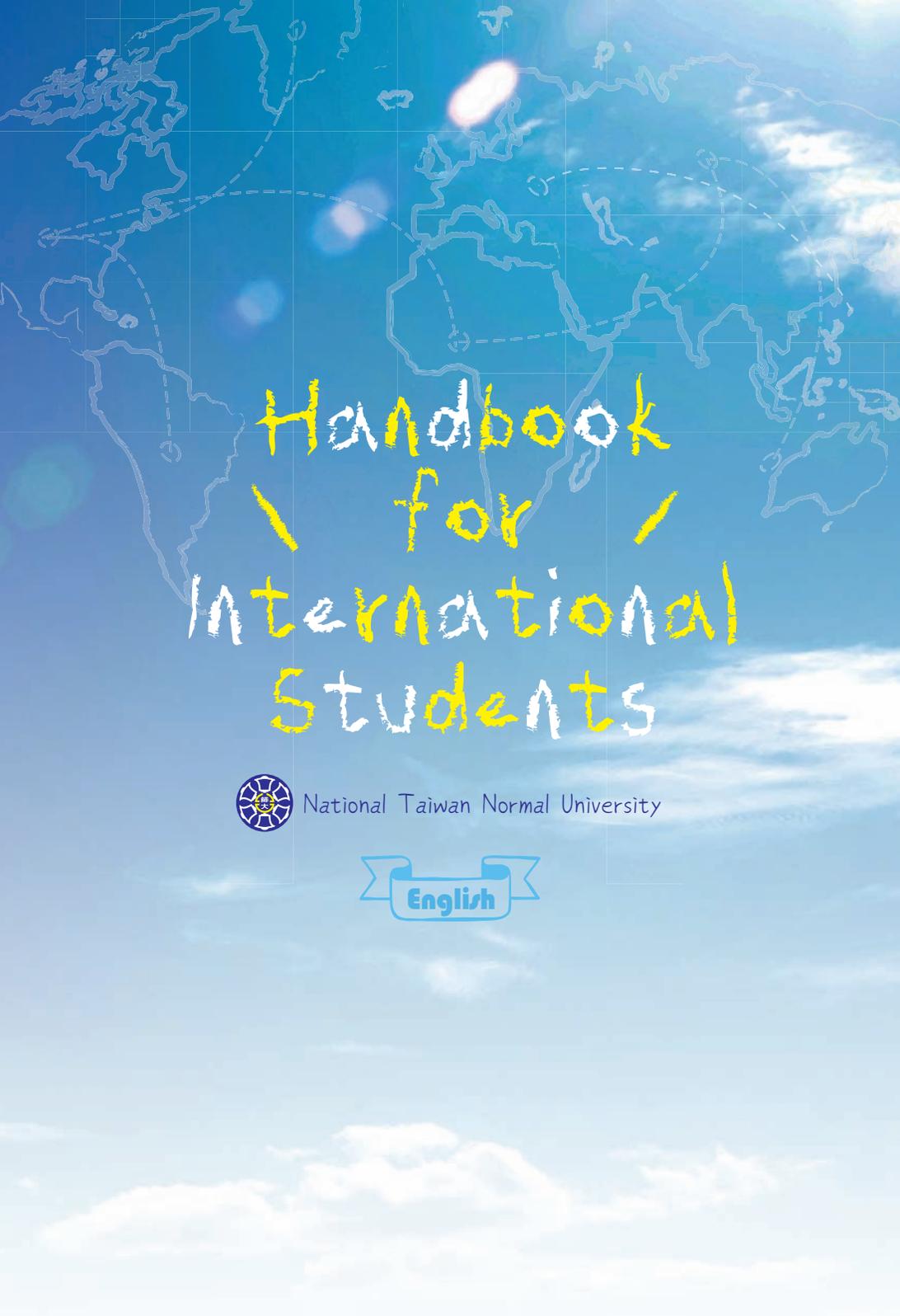
我在師大!

Estoy

Shi Da

我在師大! Ich studiere hier.

HESITATE



Handbook for International Students



National Taiwan Normal University

English

Introduction

NTNU is a place where you are spurred on to take hold of your dreams. Our complete curriculum, quality teaching staff, abundant educational resources, and friendly environment work together to aid you in developing a professional competitiveness that is comprehensive and holistic. Our vision is embodied in the phrase "Classical elegance with modern, scientific vision". We aim to foster the development of a high-tech, knowledge-based economy in Taiwan, while attracting the best international, professional talent in many important fields, including education, language studies, information systems, the arts and humanities, engineering and technology as well as sports and leisure.

If it is your dream to be competitive in the global workforce, NTNU is the right choice for you. NTNU is both a world-class university and is well-known within Taiwan, having a long history, an excellent teaching staff, and an abundance of educational resources. At each step along the



way to fulfilling your dream, NTNU is there to help. Our professors are very friendly to international students and there are many opportunities for international exchange, including financial aid for students to study outside of Taiwan, as well as opportunities for study and research, internships, and volunteer work. Local students are encouraged to partner up with international students. Every semester, we hold many events, such as international seminars, performances, international cultural exchanges, etc. to create an atmosphere of international understanding and cooperation. Additionally, we continually strive to offer curriculums for international degrees, increase overseas recruitment, work toward the international certification of our academic departments, increase our reputation overseas, create international spaces on our campuses, broaden the international horizons of our students, devote ourselves to making NTNU a world-class university, strengthen our students' global competitiveness, and encourage them to strive for excellence.

NTNU is a breeding ground for enthusiasm. It's also a window into the world; a gathering ground for the meeting of East and West; a place to experience the melding of science and the humanities as well as to feel the influence of the classical and the modern. NTNU gives you the ability to interact with a diversity of cultures, to change the perspective from which you view the world and to increase your field of vision. After spending a few years studying here, you will have the good fortune to "See the world from NTNU and let NTNU be seen by the world."



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Brief Introduction to Taiwan

Geographical

Location - Taiwan is located in the Western Pacific to the southeast of Mainland China, with Japan and the Ryukyu Islands to the North, and the Philippines to the South.

Surface Area - Approximately 36,000 square kilometers.

Weather - The climate of Taiwan is subtropical. It's summer is hot and humid (~25° C to 35° C). It's winter is short, from December to February, and relatively mild, but the temperature can get down to ~10° C.

Population - ~23 million

Time Zone - Standard time in Taiwan is GMT+8
(Taiwan does not observe daylight savings time)

Languages - The official language is Mandarin, but there are other languages that you might encounter, such as Taiwanese (Minnanhua or Hoklo), Hakka and several aboriginal languages.

Religion - Taiwan's constitution guarantees religious freedom and this is reflected in the variety of religions found in Taiwan, including: Buddhism, Taoism, Christianity, Catholicism, Islam, etc.

Electricity - Voltage transformer 1. Voltage : 110 V
2. Frequency : 60 Hz

Currency - The currency used in Taiwan is the New Taiwan Dollar (NTD or NT).

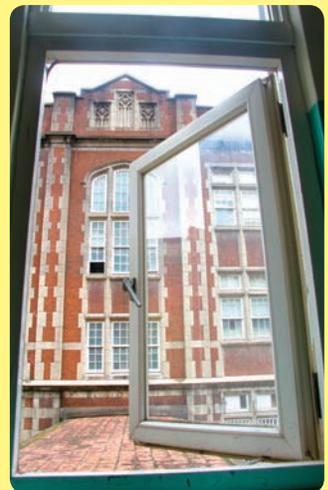
Brief Introduction to NTNU

There are 15,100(+) students at NTNU, including 500(+)degree-holding international students, 530(+) overseas Chinese students and 50(+) degree-holding students from the People's Republic of China. In our 100th year of operation, we were honored with subsidies from the "Ministry of Education's Five Year, 50 Billion Yuan - Aim for the Top Universities Project". Within the 12 top-tier universities in Taiwan, NTNU is the only one with both humanities and the arts. NTNU is a well-known world-class university.

There are three campuses: the Main campus, the Gongguan campus and the Linkou campus. The Main campus and Gongguan campus are both located within Taipei City's cultural and educational district. Transportation to and from

In the area of internationalization, we are closing in on being ranked within the 400 best universities in the world. According to the recently released rankings by the U.K.'s Quacquarelli Symonds (QS) World University Rankings for 2015, the QS World University Rankings by Subject rank NTNU at 22nd in the world for the area of education. For academic disciplines within the arts and humanities, such as linguistics, modern linguistics and English literature, NTNU ranked 200th in the world.

When it comes to international exchange, NTNU has established relations with around 308 partner institutions and engages in cooperation and exchange with students and professors from 39 different countries. We take care of international students as if they were our own family, aiding young students from around the world in understanding local culture, thereby creating an international living environment that is in step with global trends.



Brief Introduction to the Office of International Affairs

On August 1st, 2007, the Office of International Affairs was created in response to the increasing internationalization of higher education in order to provide a higher quality of service for international students. This was accomplished by integrating departments responsible for international cooperation and international students into a single unit.



The Office of International Affairs is comprised of three divisions: The Division of Development, the Division of Academic Exchange and the Division of International Student Affairs. Each of these is briefly described below :

The Division of Development

is responsible for: dissemination of recruitment materials for international students, admissions applications; admissions applications for degree-holding students from the People's Republic of China; attending annual meetings for international educators and educational exhibitions; maintaining the Office of International Affairs' website and e-newsletter, as well as the bilingual database system for international students; and statistics for surveys of the current state of internationalization.

The Division of Academic Exchange

is responsible for: the signing of contracts with partner institutions, renewing contracts, overseas relations, receiving foreign guests; visiting scholars, exchange students, and student interviews; announcements for various types of reimbursements, receiving applications and submitting them for approval; announcement and receiving applications for international research related scholarships; Ministry of Education scholarships.

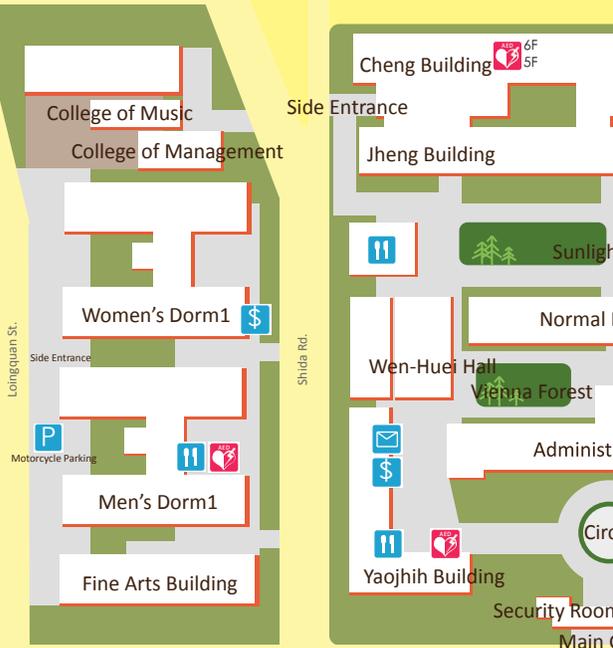
Division of International Student Affairs

is responsible for: the registration, enrollment and guidance of international students; International culture week, the welcoming of new students and the seeing off of graduating students; cultural trips and cultural exchange activities; application and granting of various types of scholarships for international students; insurance, visas, residence permits and work permits for international students; the organization and management of the volunteer team of international student workers; the renewal of materials for international alumni and maintaining relations with the alumni association; managing the international student lounge; planning and subsidies for academic cooperation via the MOE's Aim for the Top Universities Project.

Campus Map

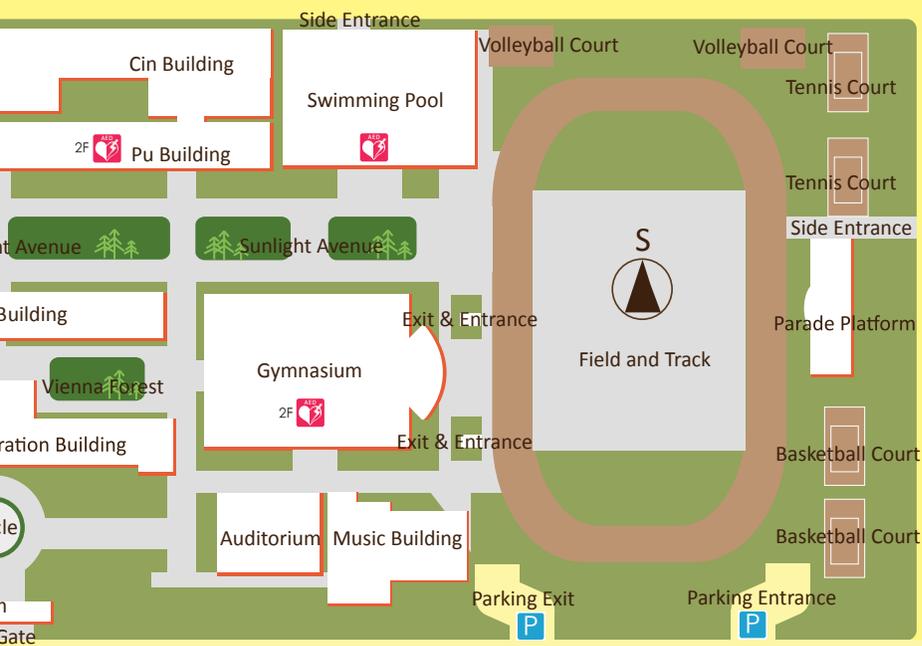
Main Campus I ▶

-  Automated External Defibrillator
-  Vehicle Parking
-  ATM
-  Post Office
-  Restaurant of Cafe



Library

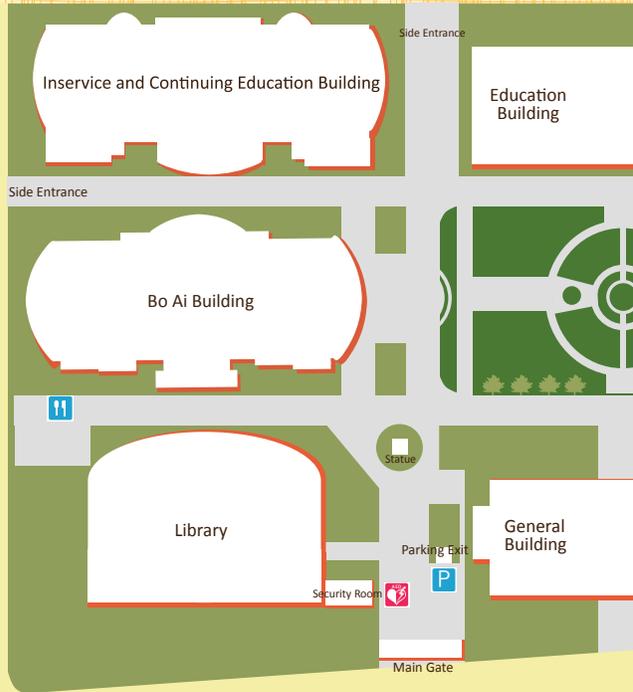
Lishui St.



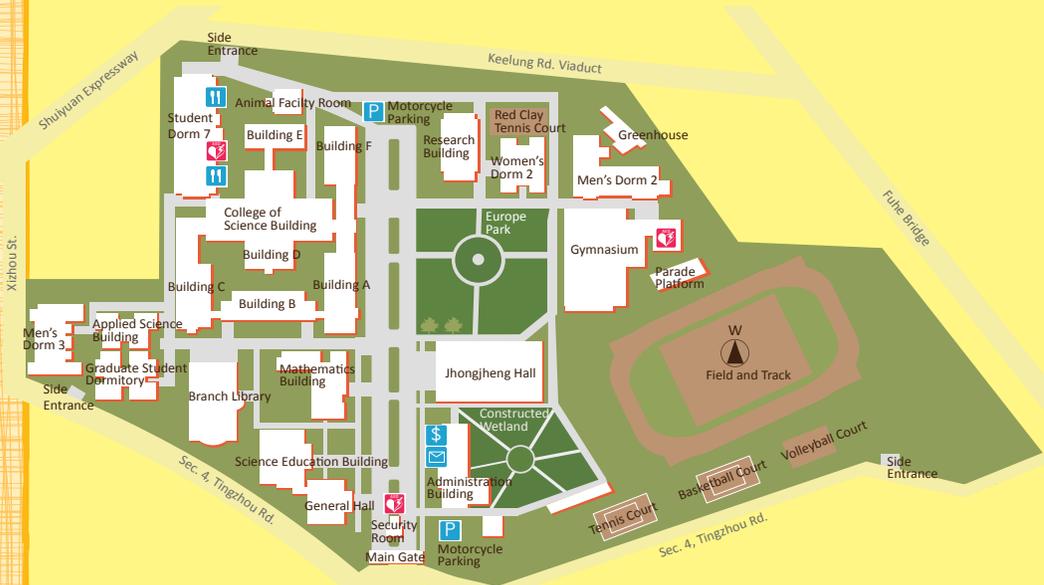
Sec. 1, Heping E. Rd.

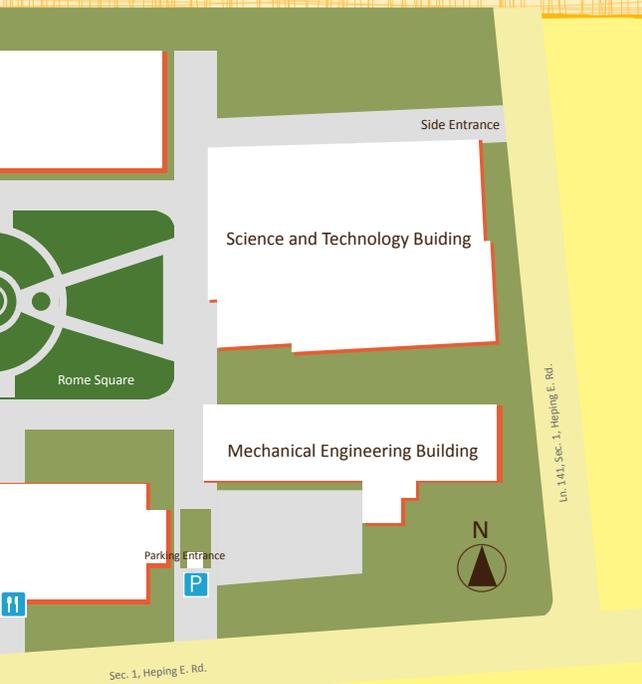
Jinshan S. Rd

Main Campus II



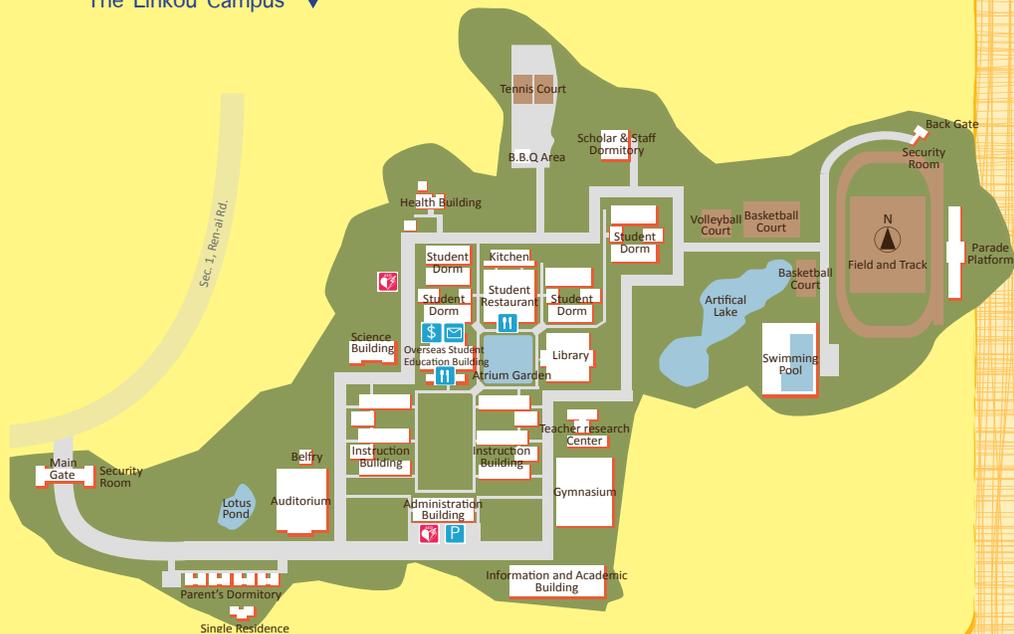
The Gongguan Campus





-  Automated External Defibrillator
-  Vehicle Parking
-  ATM
-  Post Office
-  Restaurant or Cafe

The Linkou Campus ▼



I. Before leaving for Taiwan

(1) Documents and other things you need to bring to Taiwan

Welcome all new NTNU students! Before you leave, please make sure you have the right materials with you. The chart below is a checklist, made for your convenience.

<i>Documents Required</i>	Overseas Chinese Students	Students from Hong Kong or Macau	International Students	Students from the PRC
NTNU Acceptance Letter(original copy)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mainland Travel Permit (original and one photocopy)				<input type="checkbox"/>
Personal ID (original and one photocopy)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
A valid visa issued by Taiwan	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
A valid single-entry entrance visa to Taiwan(original copy)		<input type="checkbox"/>		<input type="checkbox"/>
Plane ticket	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relevant diploma (original and one photocopy), which must be authenticated as stated in the rules listed your NTNU Acceptance Letter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic transcripts from your highest degree (original and one photocopy), which must be authenticated by the Taiwan Overseas Mission in your home country	<input type="checkbox"/>		<input type="checkbox"/>	
Academic transcripts from each institution you have attended (original and one photocopy) as stated in the rules listed your NTNU Acceptance Letter	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Undergraduate students from the PRC are required to provide original copies of their diplomas and academic transcripts which have been authenticated by the China Higher Education Student Information and Career Center.				<input type="checkbox"/>

<i>Documents Required</i>	Overseas Chinese Students	Students from Hong Kong or Macau	International Students	Students from the PRC
Proof of adequate financial resources (one photocopy)				○
Letter of Authorization for handling emergency matters				○
School records (please attach photo)	○	○	○	○
Two-inch, color head-shot (no hats!) photo with a white background, (10 photos)	○	○	○	○
Money to pay living expenses	○	○	○	○
Clothing (according to one's individual needs)	○	○	○	○
Daily necessities (according to one's individual needs)	○	○	○	○
Medicine (according to one's individual needs)	○	○	○	○

(2) Visas and Alien Resident Certificates (ARC)

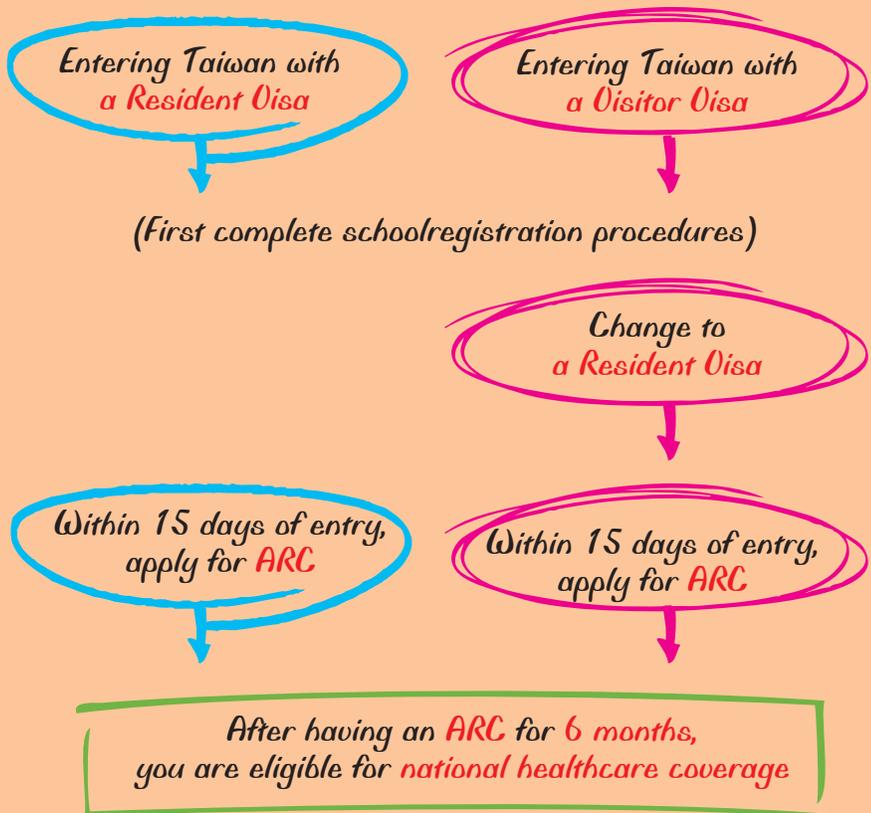
The rules and regulations regarding visas and ARCs are vary depending on your citizenship. The information below is organized into the following categories: Overseas Chinese (including citizens of Hong Kong and Macau), international students, and students from the People's Republic of China (PRC).

International Students

- Degree-seeking students can apply for a Resident Visa before arriving in Taiwan by submitting an application to the Taiwan Overseas Mission in their home country (Both the name of the school and the department where you will be studying must be stated clearly under purpose of travel). Students entering Taiwan with a Resident Visa must apply for an ARC **within** 15 days of entry.

Applying for an ARC the first time:

- Students entering Taiwan who have not yet registered : your NTNU admission letter must be submitted with your application and have an ARC valid for six months issued in advance.
- Students entering Taiwan who have already registered: either proof that you are a currently enrolled student or a student ID which shows that you are registered for the current semester must be submitted with your application for the issuance of an ARC valid for **one year**.



Documents required to apply for a Resident Visa

1. Application form

Go to website: <https://visawebapp.boca.gov.tw/> Fill out the application form online and print it out. Make sure the application form shows a bar code on it. Sign the application form.

2. Two color passport-size photos

Paste on the application form two color passport-size photos with a white background taken within 6 months.

3. Passport and one photocopy of the passport

The passport must be valid for at least 6 months and there are blank pages left in it. One photocopy of the passport bio-page including the holder's picture is required.

4. Original and one photocopy of health certificate

- The health certificate should be issued within 3 months by one of the local hospitals designated by the Centers for Disease Control of Ministry of Health and Welfare of the R.O.C. (Taiwan) or a foreign hospital. Health certificates issued by foreign hospitals must be authenticated by an R.O.C. (Taiwan) overseas mission.
- Visit the website of the Centers for Disease Control at <http://www.cdc.gov.tw/english/index.aspx> for health checkup items and the list of designated local hospitals.

5. Original and one photocopy of admission permit or record of enrollment, registration and transcripts

6. Highest education diploma and transcripts

Foreign diplomas and transcripts must be authenticated by an R.O.C. (Taiwan) overseas mission. For diplomas and transcripts in languages other than Chinese or English, a Chinese- or English-translation version is also required. The original-language diploma, transcript, and accompanying Chinese-or English-translation must be authenticated by an R.O.C. (Taiwan) overseas mission.

7. Original and one photocopy of proof of financial support

Proof of financial support from other countries must be authenticated by an R.O.C. (Taiwan) overseas mission.

8. Other supporting documents

Supporting documents such as the purpose of visiting Taiwan, parental consent, letter of guarantee by references in Taiwan, consent from the guardians in Taiwan or proof of no-criminal record may be required on a case-by-case basis. Students who apply for a Resident Visa after having arrived in the R.O.C. (Taiwan) are required to present also one photocopy of the Visitor Visa and the immigration entry stamp.

Bureau of Consular Affairs, Ministry of Foreign Affairs

Phone : (02)2343-2888 FAX : (02)2343-2968

Visa Inquiry Hotline : (02)2343-2885, (02)2343-2850,
(02)2343-2876, (02)2343-2895.

Address : 3~5 Fl, 2-2 Chi-Nan Rd, Sec 1, Taipei City, 10051

Office Hours : Monday to Friday 8:30 - 17:00

Website : <http://www.boca.gov.tw/mp.asp>

Documents required to apply for an ARC

1. Multiple-purpose Application Form for Foreigners
2. NT\$1000
3. University Acceptance Letter
4. Two-inch color photo (2 copies), upper body shot with white background (no hats!) (attach to application form)
5. Proof of student status (issued by the university's Office of Academic Affairs)
6. Passport and Resident Visa (original copy and photocopy)
7. Tuition Bill (with stamp showing that tuition has already been paid)
8. Proof of address (proof of dormitory residence or renter's contract)

The above list of documents is for your reference. Additional documentation may be required to fit your personal situation.

Application processing time: 14 days (receipt for application fee required to pick up your ARC).

Where to apply : It depends on which area you reside in as to which of the National Immigration Agency's service stations you need to go to (there are service stations both in Taipei City as well as New Taipei City).

The National Immigration Agency

Website : <http://www.immigration.gov.tw/>

Taipei Service Center

Phone : (02)2388-9393

Address : No. 15, Guangjhou St., Jhongjheng District, Taipei City 100-66

Hours of Operation: Monday - Friday, 08:00 - 17:00

New Taipei City Service Center

Phone : (02)8228-2090

Address : 1 F, No. 135, Min'an St., Zhonghe District, New Taipei City

Hours of Operation : Monday - Friday, 08:00 - 17:00

Overseas Chinese Students

for those Overseas Chinese students holding foreign passports and entering Taiwan with either a Visitor Visa or Resident Visa

- Overseas Chinese students students can apply for a Resident Visa before arriving in Taiwan by submitting an application to the Taiwan Overseas Mission in their home country. You must apply for an ARC within 15 days of entry to Taiwan.

- If it's not possible to obtain a Resident Visa, go ahead and apply for a Visitor Visa instead (Both the name of the school and the department where you will be studying must be stated clearly under purpose of travel). Then, after arriving in Taiwan, get your Visitor Visa changed to a Resident Visa. Within 15 days of obtaining a Resident Visa, you must apply for an Alien Resident Certificate (ARC). Students entering Taiwan with a Resident Visa must bring the appropriate documents to the Ministry of Foreign Affairs and apply for an ARC.



Documents required for a Resident Visa application for those entering Taiwan on a Visitor Visa

1. Resident Visa application form (1 copy), Please attach two-inch color photo (2 copies) taken within the last six months.
2. Two-inch color photo (2 copies), upper body shot with white background (no hats!)
3. Passport (must be more than 6 months away from expiring)
4. Official results of complete physical examination (original copy) – **ITEMS REQUIRED FOR HEALTH CERTIFICATE (Form B)** – must be from a hospital on the list of approved hospitals published by the Ministry of Health and Welfare (must be from within the last three months)
5. Fee : NT\$3,000 (for unusual circumstances, please see the announcement from the Ministry of Foreign Affairs).
6. Other documents that may be required during the examination and verification process may include: proof of adequate personal finances, proof of reason for coming to Taiwan, letter of guarantee from a Taiwanese citizen, etc.

Where to apply : Bureau of Consular Affairs, Ministry of Foreign Affairs

Phone : (02)2343-2888

Address : 3~5 Fl, 2-2 Chi-Nan Rd, Sec 1, Taipei City, 10051, ROC (Taiwan)

Hours of Operation : Monday - Friday, 08:00 - 17:00

Website : <http://www.boca.gov.tw/mp.asp>

Documents required to apply for an ARC for those who entered Taiwan with a resident visa.

1. Multiple-purpose Application Form for Foreigners
 2. Application Fee : NT\$500
 3. Notice sent by the Overseas Joint Admissions Council
 4. Two-inch color photo (2 copies), upper body shot with white background (no hats!) (attach to application form)
 5. Proof of student status or student ID card with proof-of-registration stamp (for NTNU students, apply at the Office of Academic Affairs)
 6. Passport and Resident Visa (original copy and photocopy)
 7. Tuition Bill (with stamp showing that tuition has already been paid)
 8. Proof of address (Proof of dormitory residence or renter's contract)
- Application processing time : 14 days (receipt for application fee required to pick up your ARC)**

Where to apply : National Immigration Agency

Phone : (02)2388-9393

Address : No. 15, Guangzhou St., Zhongzheng District, Taipei City 100-66, Taiwan

Hours of operation : Monday - Friday 08:00 - 17:00

Website : <http://www.immigration.gov.tw/>

Service centers at other locations

Overseas Chinese Students

those holding an R.O.C. passport or entering Taiwan with an Entry Visa and need to apply for an Alien Resident Certificate (ARC), such as Overseas Chinese from Korea or Japan.

Overseas Chinese (that have no registered household in Taiwan) *Required Documents*

1. Application form for entry and residence (1 copy)
2. Two-inch photo (2 copies)
3. Personal ID from foreign residence of origin (1 copy)
4. Photocopy of passport photo page (1 copy) and photocopy of Multiple Re-Entry page (1 copy)
5. For those above 20 years of age, must include a copy of police records from the last five years (i.e., proof that you are an upstanding citizen) (1 copy)
6. Official results of complete physical examination (original copy) - must be from a hospital on the list of approved hospitals published by the Ministry of Health and Welfare (must be from within the last three months)
7. Notice sent by the Overseas Joint Admissions Council (1 photocopy)
8. Application fee: NT\$1,000 (valid for three years)

Application Processing time: 7 - 10 work days

Where to apply : National Immigration Agency or one of its service centers

Phone : (02)2388-9393

Address : No. 15, Guangzhou St., Zhongzheng District, Taipei City 100-66, Taiwan

Hours of operation: Monday - Friday 08:00 - 17:00

Website : <http://www.immigration.gov.tw/>

Overseas Chinese (that have a registered household in Taiwan) *Required Documents*

Within 15 days of entering the country, Register at your original household registration office, renew permanent residence status and apply for an ID card.

1. Copy of passport or entry permit which was stamped by immigration at point of entry (airport, sea port, etc.).
2. The registry for the household you have moved into (if you live independently, please bring related documentation).
3. Personal ID from foreign residence of origin
4. Photo that is in compliance with the pertinent regulations, taken within the last two years (1 copy)
5. Official chop (or signature)

Where to apply : Ministry of the Interior

Phone for Department of Civil Affairs, Taipei City Government : (02)7725-6245

Hours of operation : Monday - Friday 08:00 - 17:00

Website for the Department of Household Registration : <http://www.ris.gov.tw/>

Students from Hong Kong and Macau

those holding an R.O.C. passport or entering Taiwan with an Entry Visa and need to apply for an Alien Resident Certificate (ARC) (handled by the head of the Hong Kong/Macau Association)

Students from Hong Kong and Macau (that have no registered household in Taiwan)

Required Documents

1. Entry and residence permit to Taiwan (R.O.C.), or application for residency.
2. Permanent resident ID card for Hong Kong/Macau.
3. For those above 20 years of age, original copy of Hong Kong/Macau police records obtained in the last three months must be included (i.e., proof that you are an upstanding citizen).
4. Confirmation of Hong Kong/Macau resident status. Proof of residency for Hong Kong/Macau. Two to three documents of foreign origin that have been authenticated by a Taiwan Overseas Mission (Hong Kong, Macau).
5. Original copy of entry permit.
6. Official results of complete physical examination (original copy) - must be from a hospital on the list of approved hospitals published by the Ministry of Health and Welfare (must be from within the last three months).
7. Notice sent by the Overseas Joint Admissions Council - approval for enrollment for students from Hong Kong/Macau (photocopy)
8. Pertinent documentation issued by the school for applying for residency.
9. Power of attorney (not necessary for those who are handling their own application)
10. License Fee: NT\$2,600 for an R.O.C. Re-entry Permit.

Important : starting in the 2014 academic year, new students are all required to have an R.O.C. Re-entry Permit.

Application processing time: 7 - 10 work days.

Where to apply : National Immigration Agency or one of its service centers.

Phone : (02)2388-9393

Main address : No. 15, Guangzhou St., Zhongzheng District,
Taipei City 100-66, Taiwan

Hours of operation : Monday - Friday 08:00 - 17:00

Website : <http://www.immigration.gov.tw/>



Students from Hong Kong and Macau (that have a registered household in Taiwan)

Required Documents

- Within 15 days of entering the country, Register at your original household registration office, renew permanent residence status and apply for an ID card.
- 1. Copy of passport or entry permit which was stamped by immigration at point of entry.
- 2. The registry for the household you have moved into (if you live independently, please bring related documentation).
- 3. Personal ID from foreign residence of origin.
- 4. Photo that is in compliance with the pertinent regulations, taken within the last two years (1 copy).
- 5. Official chop (or signature)

● Where to apply : Department of Household Registration, Ministry of the Interior
 ● Phone for Department of Civil Affairs, Taipei City Government : (02)7725-6245
 ● Website for the Department of Household Registration : <http://www.ris.gov.tw/>

For Students from the PRC

Single Entry and Exit Permit (Entering the university and graduation)

Required Documents

- 1. Application for entering the R.O.C. for the purpose of study.
- 2. Photocopy of Resident ID card or travel documents.
- 3. Power of attorney (must sign or authenticate yourself).
- 4. NT\$600. (there's an additional service charge of NT\$15. If the amount changes, pay in accordance to the Immigration Agency's guidelines.)

Multiple Entry and Exit Permit (once every two years)

Required Documents

- 1. Application form for entry and exit by a citizen of the People's Republic of China.
- 2. Official proof of student status, official letter or proof of registration.
- 3. PRC travel documents (photocopy -- the original must be verified, but the photocopy will be collected).
- 4. Complete physical examination
- 5. Single Entry and Exit Permit (original copy will be returned)
- 6. Power of attorney (only in cases that there is documentation which requires power of attorney is necessary).
- 7. NT\$1,000.

(3) Insurance

In order to allow students to enjoy high-quality healthcare regardless of their country of origin, NTNU provides access to various group insurance plans for students. For the details of these plans, see below:

Insurance for Overseas Chinese

Item	Group Insurance for Students (required)	Medical and Health Insurance for Overseas Chinese Students	Group Health Insurance for Students	National Health Insurance (to be eligible, you must have already had an ARC for 6 months)
Type of Coverage	Accident and Personal Injury Insurance	Medical Insurance	Medical Insurance	Medical Insurance
Fees	NT\$150 per semester	Available only to new students. After the Overseas Chinese Affairs Commission subsidizes 50% of health insurance costs, students must pay NT\$700 per semester.	NT\$3,000 per semester	For those that can prove financial need, after the Overseas Chinese Affairs Commission subsidizes 50% of health insurance costs, students must pay roughly NT\$2,244 per semester. Those who cannot provide proof of financial need must pay the entire NT\$749 per month or NT\$4,494 per semester.
Where to Apply	Office of Student Affairs - Division of Student Life. Website: http://goo.gl/ZEI3gK	Overseas Chinese Affairs Commission Website: http://www.ocac.gov.tw/ocac/	Office of International Affairs Website: http://www.ntnu.edu.tw/oia	National Health Insurance Administration Website: http://www.nhi.gov.tw/ For more information, please consult the Health Insurance Act of National Health Insurance Administration, Ministry of Health and Welfare.
Remarks	<ol style="list-style-type: none"> 1. For the first semester, students must pay insurance fees covering the period from September to February of the following year. For the second semester, insurance fees for the period from March until August are to be paid. 2. Insurance fees are included each semester in the bill for basic tuition, which must be paid at registration. 3. All of the above fees are to be paid in New Taiwan Dollars. 			

Insurance for International Students

Item	Student group insurance (must be insured)	Group health insurance for international students	National Healthcare (to be eligible, you must have already had an ARC for 6 months)
Type of Coverage	Accident and Personal Injury Insurance	Medical Insurance	Medical Insurance
Fees	NT\$150 per semester	For the first semester, students must pay insurance fees covering the period from September to February of the following year. For the second semester, insurance fees for the period from March until August are to be paid. (Costs are roughly NT\$3,000 per semester)	For the first semester, students must pay insurance fees covering the period from September to February of the following year. For the second semester, insurance fees for the period from March until August are to be paid. (Costs are roughly NT\$4494 per semester) Documents required to apply for a National Healthcare Insurance (NHI) IC card <ol style="list-style-type: none"> 1. A completed NHI IC card application form. 2. Photocopies of both the front and the back of your ARC (1 each) 3. Two-inch photo (1 copy) 4. Alien Residency Record
Remarks	<ol style="list-style-type: none"> 1. Insurance fees are included each semester in the bill for basic tuition, which must be paid at registration. 2. All fees described above must be paid in New Taiwan Dollars. 		



Insurance for Students from the People's Republic of China

Item	Student group insurance (required)	Group health insurance for international students
Type of Coverage	Accident and Personal Injury Insurance	Medical insurance
Fees	NT\$150 per semester	Six months every semester (roughly NT\$3,000)
Remarks	1. For the first semester, students must pay insurance fees covering the period from September to February of the following year. For the second semester, insurance fees for the period from March until August are to be paid. 2. Insurance fees are included each semester in the bill for basic tuition, which must be paid at registration. 3. All fees described above must be paid in New Taiwan Dollars.	

(4) Tuition & Fees

As to how tuition is paid, undergraduate students must make a single payment once per semester. Graduate students are allowed to make two payments (One for basic tuition fees and the other for course credit fees). Both degree-holding international students and those from the PRC must make a single payment once per semester. Basic tuition may change somewhat each semester. For details, please see Office of Academic Affairs -- Standards for Basic Tuition, website : <http://www.ntnu.edu.tw/aa/tuition.html> (in Chinese).

Please download and print your tuition bill from <http://ap.itc.ntnu.edu.tw/FreshLogin/>



II. After Arriving in Taiwan



(1) Transportation

Getting to Main Campus or the Gongguan Campus from Taoyuan Airport

Take a bus from the airport to Taipei Railway Station. In order to get to the main campus, get on the MRT at Taipei Main Station (臺北車站) and take either the red line (Tamsui-Xinyi Line 淡水信義線) or the green line (Songshan-Xindian Line 松山新店線) to Guting Station (古亭站). Go out exit 4 and walk straight up Heping East Rd. (和平東路) for about 8 minutes and it's right there.

To get to the Gongguan Campus, get on the MRT at Taipei Main Station (臺北車站) and take the red line (Tamsui-Xinyi Line 淡水信義線) to C.K.S. Memorial Hall Station. From there, switch to the green line (Songshan-Xindian Line 松山新店線) to Gongguan Station (公館站). Go out exit 1 and walk in the direction of Section four of Tingzhou Road (汀洲路) for about 10 minutes and NTNU Gongguan campus is right there.

Getting to Main Campus or the Gongguan Campus from Songshan Airport

Take the brown line (Wenhu Line 文湖線) from Songshan Airport Station (松山機場捷運站) to Nanjing Fuxing Station (南京復興站). From there, switch to the green line (Songshan-Xindian Line 松山新店線) to Guting Station (古亭站). Go out exit 4 and walk straight up Heping East Rd. (和平東路) for about 8 minutes and it's right there.

To get to the Gongguan Campus, take the green line to Gongguan Station (公館站). Go out exit 1 and walk in the direction of Section four of Tingzhou Road (汀洲路) for about 10 minutes and NTNU Gongguan campus is right there.



NTNU's transportation information page :
<http://www.sa.ntnu.edu.tw/files/13-1000-669.php>

Airport bus information :

<http://www.taoyuan-airport.com/english/Buses/>

Taipei Metro (MRT) information :

<http://www.trtc.com.tw/>

Taipei Bus information :

<http://www.5284.com.tw/Dybus.aspx?Lang=En>

(2) Daily Necessities

Using Telephones in Taiwan

- Making international calls:
International call prefix (002 or 009) + country code + area code (remove any initial zeros) + phone number
- Mobile phone service:
Many telecom companies have service booths at the airport.
Prepaid calling cards can be purchased at most convenient stores.

Banks and the Post Office

- The post office - mainly offers services such as deposits, withdrawals, sending mail, packages, money transfers, express delivery. To open a postal bank account, bring your **Residence Visa, Passport, chop** (a carved seal of your Chinese name, generally used as a form of ID) and NT\$100.
 - ※ The website for Chunghua Post Co., Ltd.: www.post.gov.tw/post/index.jsp
 - ※ Most convenient stores also offer express delivery services.
- Banks - generally offer services such as depositing, withdrawing, transferring money, etc. Most banks also offer foreign currency exchange. To open a regular bank account, bring your **passport and Alien Resident Certificate (ARC)** and NT\$100.



(3) Student Dormitories & Renting a Room Off-Campus

Applying for a Room in a Student Dormitory

NTNU has eleven student dormitories. Men's Dorm 1 and Women's Dorm 1 are located on the main campus. Men's Dorm 2, Women's Dorm 2, Student Dorm 7 and the Graduate Student Dorm are all located on the Gongguan campus. Dorms on the Linkou campus are currently managed by the Division of Preparatory Programs for Overseas Chinese Students (DPPOCS).

- Both local and international students must apply online for a dorm room. The process for dorm room applications is explained in your letter of acceptance.
- There are two student dorms on the main campus and four on the Gongguan campus. Each room is shared by three to six people.
- Dormitories include basic facilities for eating and sleeping as well as tables, chairs, lamps, beds, telephones, electric fans, etc.
- Internet connection: all student dorms have wired internet connections.
- The per semester cost of a dorm room depends on the dorm, ranging from NT\$6,300 to NT\$12,350. Electricity and water costs are paid separately. You must apply separately if you wish to reside in a school dormitory over summer break.
- NTNU Student Dormitories

Location	Dorm Name	Num. of Beds per Room	Type of bed	Amenities
Main Campus	Men's Dorm 1 (a section of this dorm is for female students)	6	In addition to special rooms, the beds are bunk beds on top, with desks on the bottom	<ul style="list-style-type: none"> • Air-conditioned rooms • Bathroom, shower, water machine, spin dryer for clothes, coin-operated clothes washing and drying machines and internet connection. Lounge, study room, reading room, space for hanging clotheslines. In the basement, there are restaurants, department stores, hairdressers, and a print shop.
	Women's Dorm 1, 4 person rooms	4		
	Women's Dorm 1	6		

Location	Dorm Name	Num. of Beds per Room	Type of bed	Amenities
Gongguan Campus	Men's Dorm 2 (a section of this dorm is for female students)	5	In addition to special rooms, the beds are bunk beds on top, with desks on the bottom	Lounge, each floor has a water machine, spin dryer for clothes, coin-operated clothes washing and drying machines.
	Women's Dorm 2	5		
	Student Dorm 7	4	In addition to special rooms, the beds are bunk beds on top, with desks on the bottom	Lounge (with tables, chairs and television), communal kitchen (beverage machine, microwave oven, induction oven) and a laundry room (coin-operated washing and spin-drying machines).
	Graduate Student Dorm	3	The 1st bed is a bottom bunk. The 2nd and 3rd beds are bunk beds on top and desks on the bottom.	Living room, communal kitchen, water boiler, spin dryer and air-conditioner, etc.
Remarks	Website for the Office of Student Affairs: http://housing.sa.ntnu.edu.tw/bin/home.php			

Renting a Room Off-Campus

The Division of Student Housing Affairs (a division of NTNU's Office of Student Affairs) provides information regarding housing near campus and help in answer housing related questions. Individual communities often have bulletin boards posting advertisements for available rooms. These ads can put you in direct contact with the landlord of an available room, but it is highly recommended that you bring a Taiwanese student with you when you go to meet the landlord in person.

- Housing services by Office of Student Affairs, Division of Student Housing Affairs, website : <http://housing.sa.ntnu.edu.tw/files/13-1003-537.php>
- The Ministry of Education's Information Network for Housing Services Website : <https://csrc.edu.tw/NewCsrcHouse/>

III. Academic Resources

NTNU's learning environment is very diverse. It has nine colleges, including the colleges of Education, Liberal Arts, Science, Technology, Management, Arts, Music, Sports & Recreation, International Studies and Social Sciences for a total of 54 departments, and four branches of learning.

NTNU's Office of Academic Affairs (OAA) handles integrated planning, registration, course affairs, graduate student academic affairs, general education, as well as other matters related to academics. It has five divisions, including the Division of Planning, the Division of the Registry, Curriculum Division, Division of Graduate Studies, Division of Academic Affairs for the Gongguan Campus. Additionally, the OAA is also responsible for Center for General Education and Center for Teaching and Learning Development.

- Services offered by the OAA: applications for proof of enrollment, applications for student IDs, applications for academic transcripts, applications for taking a leave of absence or to discontinue schooling, proof of graduation extension, etc. The OAA website is available for searching and online applications :
<http://www.ntnu.edu.tw/aa/English.htm>
- NTNU offers a diversity of courses and electives. Interdisciplinary courses and credits are available. See the website for more information:
<http://goo.gl/57NZjz> (Chinese only)



(1) Campus Libraries & the Information Technology Center

Campus Libraries

The vision for the development of NTNU's libraries is to provide "Innovative E-services, a diverse and rich collection, a knowledge-building campus, and an excellent university".



It is the goal of the library's management to move towards the digital library model. Strategies for the library include: 1. Construct a space for creative reading and virtual resources (C-space). 2. Establish a rich collection of digital resources and a special collection (D-collection). 3. Establish ubiquitous digital services (U-services).

The library system's collection of books contains a total of 1,512,366 volumes, including 1,026,924 volumes in Chinese and Japanese and 485,442 volumes in Western languages. There is a total of 78,379 types of journals (including those in electronic format) and 1,143,554 items of non-book materials. The main library is located at the main campus. The Gongguan and Linkou campuses each have branch libraries. For further information about each of these libraries, see below :

Main Campus' Main Library	Monday to Friday 08:00-22:00; Saturday and Sunday 09:00-19:00 (See times posted on the website for each floor's opening hours) Phone : (02)7734-5235 (02)7734-5236 Fax: (02)2393-7135 E-mail : libread@deps.ntnu.edu.tw Address : No. 129, Sec. 1, Heping East Rd., Taipei
Gongguan Campus	Monday to Friday 08:00-21:00; Saturday and Sunday 09:00-18:00 (See times posted on the website for each floor's opening hours) Phone :(02)7734-6889 Fax : (02)2931-2246 Address: No. 88, Sec. 4, Tingzhou Rd., Taipei
Linkou Campus	Monday to Friday 08:00-21:00; Saturday and Sunday 09:00-17:00 Phone : (02)7714-8452 Fax : (02)2601-6209 E-mail : liblinko@deps.ntnu.edu.tw Address: No. 2, Sec. 1, Ren'ai Rd., Linkou Dist., New Taipei City
Remarks	1. The times given above are reading times. See times posted on the website for each specific floor's opening hours. 2. Website : http://www.lib.ntnu.edu.tw/index.jsp

The Information Technology Center

The Information Technology Center provides information technology services that satisfy the needs of both students and everyone working at the university. From the use of email to major policy decisions related to the school's information networks and the internet all fall within the scope of the Information Technology Center's supervision. Its scope of services include: the computerization of the school's administration, support for teaching and research, maintenance for the university's networks, promotion of digital technology, research and development for applications of digital technology.

NTNU's main campus, the Gongguan campus and the Linkou campus all have their own computer centers. All departments and graduate institutes, administrative departments, classrooms and dormitory rooms have internet connections in order to aid students in accessing the campus network. NTNU has complete coverage for wireless access.

Hours of Operation	<p>Normal hours of operation : Monday - Saturday, 08:00-22:00. Sundays and National Holidays : 08:00-17:00 (Open on National Foundation Day, 228 Peace Memorial Day, and National Day) The Linkou campus Information Technology Center is not open nights or weekends. However, computers are available at the library.</p>
	<p>Flexible Opening Hours : Closed on special national holidays, such as Lunar New Year, Ching Ming Festival, Dragon Boat Festival, Mid-Autumn Festival, etc. Closed on the last work day before the Chinese New Year holiday. This day is "Annual Maintenance Day". If there are changes in opening times during summer vacation, winter vacation or any other special day, please consult the opening times posted by the Information Technology Center.</p>
Misc. Services	<p>Printing Related Services: Printing services are limited to those with a student ID and a refillable printing card. The unused amount on the card at the time of graduation will be refunded. Black and white A4 copies are NT\$1 each. Color A4 copies are NT\$6 each.</p>
Classroom locations	<p>Education Building, 4th floor, General Building, 10th floor Library, 8th floor Instruction Building, Yaocun Building #2, 2nd and 3rd floor</p>
Service Hotline	<p>(02)7734-3737</p>
Website	<p>http://www.itc.ntnu.edu.tw/index.php</p>

(2) Studying Mandarin

NTNU offers many Mandarin language courses and services in order to help international students improve their Mandarin language skills, including :

Mandarin Classes

Location	Mandarin Classes for International Students	After-school Mandarin Tutoring	Mandarin Tutoring System
How to Apply	Choose courses on-line during course registration time. Courses include: Elementary International Chinese, Intermediate Chinese and Advanced International Chinese	At the announced time, fill out the NTNU Help with Mandarin for International Students Form at the Office of International Affairs and turn it in at the Division of International Student Affairs	On the left hand side of the main page of the Office of International Affairs website, click on the Chinese Composition Workshop link to enter the system and make an appointment or use this link http://ap.itc.ntnu.edu.tw/istudent/CR/ (Supported browsers: IE8.0, Firefox or Google Chrome)
Course Type	2 credits per course (international students who take these courses may apply with their department to waive having to take college Chinese)	non-credit course	non-credit course
Class Times	4 hours per week. See announced schedule	2 hours per week. A time will be chosen from the possible meeting times given by the student	Meet according to the scheduled time. Monday to Friday
Number of Students	10 to 50 (Classes require a minimum of 10 students) (International students only)	one on one	one on one



Location	Mandarin Classes for International Students	After-school Mandarin Tutoring	Mandarin Tutoring System
Teacher	Teacher from the Teaching Chinese as a Second Language Graduate Institute	Graduate student from the Teaching Chinese as a Second Language Graduate Institute or student who has already taken the Mandarin curriculum	Volunteer from International Student Volunteer Team Writing Section
Course Fees	Included in NTNU tuition	Free	Free

Mandarin Training Center (MTC)

Students at the Mandarin Training Center come from different backgrounds and cultures, but they all share the common goal wanting to learn how to use Mandarin effectively. Some these students are learning Mandarin to meet their current on-the-job needs or to improve their marketability in the workforce. Others are learning Mandarin because of their interest in Chinese culture and history. Regardless of their motivation and current skill level, the MTC is there to help them attain their language goals, to understand Chinese culture and the beauty of Taiwan.

Contact Number : (02)7734-5130

E-mail : mtc@mtc.ntnu.edu.tw

Address : Bo Ai Building, 6th floor. No.129, Sec. 1, Heping W. Rd.,
Zhongzheng Dist., Taipei

Website : <http://mtc.ntnu.edu.tw>

(3) Classes for Overseas Chinese

In order to encourage schools to help overseas Chinese improve their Mandarin language skills, basic learning skills, to strengthen their skills for academic study, and help them graduate on time, the Ministry of Education has created Mandarin classes designed specifically for the needs of overseas Chinese students. Interested students may inquire at the Office of International Affairs.

Website : <http://ap.itc.ntnu.edu.tw/istudent/oia2/>

	Tutoring During the Academic Year	Tutoring over Summer Vacation
How to Apply	Check the appropriate department at the beginning of each semester (September for the Fall semester and February for the Spring Semester).	Apply at the Office of International Affairs, Division of Student Affairs in May of each year.
Class Times	During the semester, plan time for class when you have no other classes or on holidays.	Plan classtimes during holidays. Limited to two times per academic year.
Number of Students	For overseas Chinese students that need help in the same academic subject. Minimum of six people required to hold class.	For overseas Chinese students that need help in the same academic subject. Minimum of six people required to hold class.
Available Class Types	Overseas Chinese students are allowed to take 4 tutoring classes per semester. These are tutoring sessions. No class credit will be given.	In principle, each overseas Chinese student is allowed to take three of classes per semester, but not to exceed nine credit hours.
Tutoring Class	Tutoring classes are available for basic classes, such as Chinese, the Constitution and Philosophy of the R.O.C., history, geography, English (or other foreign languages), math (including Calculus), physics, chemistry and biology, etc.	Only required classes which a student has failed or otherwise has to retake are offered.
Class Fees	Fees are subsidized.	Fees must be paid according to NTNU tuition standards. Students currently receiving State Assistance for those in Financial Need or Overseas Compatriot Educational Financial Assistance from the Ministry of Education will be considered for a credit fee waiver.

(4) Center for Teaching and Learning Development

In addition to holding study groups, tutoring classes are offered based upon student needs each semester. Classes are held both on-line in English and on a one-on-one basis. These classes are designed to solve any study related problems students might be facing and to answer any questions they might have.

Phone : (02)7734-1886

E-mail : ctld@deps.ntnu.edu.tw

Address : No. 162, Sec. 1, Heping West Rd., Da'an District, Taipei.
(in the Pu Building rooms 103 and 104 on the main campus)
Website : <http://ctld.ntnu.edu.tw/>

(5) Student Exchange

Brief Introduction to International Student Exchange

During their studies, NTNU students (i.e., students that have completed registration procedures and have paid their tuition) can become an "exchange student" at a partner institution that has signed a student exchange agreement with NTNU and take course for a semester or an academic year (students are not allowed to do exchanges with institutions in their home country). Exchange students do not have to pay tuition at the partner institution. Once coursework at the partner institution is completed, exchange students may receive academic transcripts or proof of completed coursework officially issued by the partner institution.

Advantages of Being an Exchange Student

- Only have to pay tuition to NTNU. Don't need to worry about paying expensive tuition at foreign universities.
- Some of the credits earned overseas may be applied to NTNU graduation requirements.
- In addition to the experience of taking courses at an overseas university and living in another country, you are free to travel and make friends from all sorts of other countries during the time that you are not supposed to be in class.
- Increase your personal level of independence and competitiveness in the job market.

For further information, please check : www.ntnu.edu.tw/oia/outgoing.php

Introduction to our Partner Institutions

NTNU is actively seeking to establish cooperation with overseas universities. In order to encourage students and professors to participate in international academic cooperative programs and academic exchanges, NTNU has established relations with around 308 partner institutions as of May 2015. Introductions to our partner institutions can be found at the Office of International Affairs web page : <http://www.ntnu.edu.tw/oia/partner.php>

IV. Campus Life

(1) Athletic Facilities

In addition to on-campus in-door swimming pool facilities (including competition-sized pool, small pool, spa pool and steam room), NTNU's athletic facilities also include a running track, tennis courts, basketball courts, volleyball courts and a gymnasium (with weight training equipment) and places for activities such as fitness training, aerobics, dancing, etc. (facilities may vary by campus).

Athletic Department

Website : <http://www.phr.ntnu.edu.tw/>

Phone : (02)7734-3168

Email : u9344022@ntnu.edu.tw



(2) The Health Center, The Student Guidance Center & Your Advisor

The Health Center

The aim of the Health Center is embodied in the statement "Health is physiological, psychological and societal peace, not only the absence of sickness or weakness." A unit has been set up for teaching health education and implementing the health curriculum. It is also responsible for providing health care services and guidance in order to aid students in the establishment of correct health-related concepts, thereby helping them to lead healthy lives and to attain their academic goals. NTNU offers both physical and psychological treatment services. See below for details :

Hours of Operation	Monday through Friday, 08:30 - 11:30; 13:30 - 16:30
Main Campus	The Health Center (on the first floor of the Le-zhi Building)
	Phone : (02)7734-3113
Gongguan Campus	On the first floor of the College of Science Building, Section B.
	Phone : (02)7734-6446
Linkou Campus	On the first floor of the Health building.
	Phone : (02)7714-8429
Website	http://health.sa.ntnu.edu.tw/bin/home.php

The Student Guidance Center

The Student Guidance Center was established with the goals of providing and popularizing psychological counseling and mental health care; professionalizing psychological guidance and counseling; as well as promoting mental safety and professional crisis counseling. Its goal is to provide all students with the tools to live a healthy and happy life. Professional guidance and counseling services are provided as follows:

Hours of Operation	Monday through Friday, 09:00 - 12:00; 14:00 - 17:00
Main Campus	On the fifth floor of the General Building on Heping E. Road
	Phone : (02)7734-5363 (02)7734-5364
Gongguan Campus	On the first floor of the College of Science Building, Section B.
	Phone : (02)7734-6451
Linkou Campus	On the second floor of the Health Building
	Phone : (02)7714-8438
Email	ntnucounseling@hotmail.com
Website	http://counseling.sa.ntnu.edu.tw/bin/home.php



Your Advisor

In addition to the full-time professors that also act as advisor for academic and career related matters, NTNU also has full-time staffs who have at least a Master's degree in student affairs, counseling or professional education. Each department has a dedicated mentor for undergraduate students who is responsible for counseling students regarding personal-life matters or special circumstances. With support from the Counseling Center, Health Center and Special Education Center, military instructors who have taken courses in counseling and campus security administrators work together in groups to implement a three-tier counseling organization.

Information on Dedicated Counseling Services

Hours of Operation	Monday through Friday, 09:00 - 12:00; 14:00 - 17:00
Main Campus	First floor of the General Building on Heping East Rd.
	Phone : (02)7734-3123
Gongguan Campus	Second floor of the Administration Building
Website	http://counselor.sa.ntnu.edu.tw/bin/home.php

(3) Student Organizations

- Student organizations at NTNU can be put into seven categories based upon type: art organizations, music organizations, physical fitness organizations, service organizations, friendship organizations, and general organizations. There are 166 student organizations in total.



Website for extracurricular activities :

<http://activity.sa.ntnu.edu.tw/bin/home.php>

- Other associations

HK & MA Club Fan Page :

<https://www.facebook.com/HKMACFP>

HK & MA Club Facebook Group :

<https://www.facebook.com/groups/29793909305/>

Overseas Chinese Student Association Fan Page :

<https://www.facebook.com/ntnuoverseaschinese>

International Student Association Fan Page :

<https://www.facebook.com/NTNUInternationalStudentsClub>

(4) The OIA International Volunteer Team

In order to foster a forward looking international perspective, enhance the cultivation of world citizens and local action based in humanitarian concern, NTNU's Office of International Affairs enlisted some local students to establish the International Volunteer Organization. It is split into the general affairs, secretariat and activities sections which train members to participate and plan various activities, including training courses, parties for welcoming incoming international students, international culture night, Spring festival get-togethers for international students, international culture week, tea parties for graduating international students, excursions for international students, cultural exchange activities, airport pick-up services for exchange students, language exchange partners, etc.



The International Volunteer Organization's Facebook Page :

<https://www.facebook.com/ntnu.edu.oia.tw>

(5) On-Campus Work-Study & Applying for a Work Permit

On-Campus Work-Study

It is a goal of NTNU's Office of Student Affairs, Division of Student Life to foster the spirit of independence in students to enhance their post-graduation employability. Information regarding the content and procedure for work-study applications for undergraduate students in the Department of Science can be found on the website for the Office of Student Affairs, Division of Student Life : <http://goo.gl/CdZHg2>

Work-study applications for graduate students, please enquire at your respective graduate office.

For other work-study opportunities, enquire at an administrative unit or within your department's office. The type of work available depends upon the needs of each business unit. Friendly reminder: a work permit is required for all work either on or off campus.



Applying for a Work Permit

Overseas Chinese students, students from Hong Kong and Macau as well as international students that are officially enrolled at a university can apply for a work permit in accordance with Taiwan's Regulations on the Permission and Administration of the Employment of Foreign Workers. Interested parties may enquire at NTNU's Office of International Affairs. Friendly reminder: according to Taiwan's Employment Service Act, those working without a proper work permit can be fined from NT\$30,000 to NT\$150,000.

To apply for a work permit, please enquire at the Office of International Affairs. Website : <http://goo.gl/Wf0sEZ>

Process Flowchart for Work Permit Applications

Eligibility	Current International Students, overseas Chinese students and students from Hong Kong and Macau that already have at least one academic degree.
Required Documents	<ol style="list-style-type: none"> 1. Application form 2. Photocopy (front and back) of Student ID 3. Photocopy of Passport 4. Photocopy (front and back) of ARC 5. Receipt for payment of Application Fee (original copy) 6. A copy of letter from NTNU affirming that the student's department consents to the student obtaining a Work Permit (Only required for international students)
Application Process	<ol style="list-style-type: none"> 1. Prepare your application forms well. 2. Initial verification is conducted by the Office of International Affairs (OIA). 3. Application forms must be sent to the Ministry of Labor Directly by the applicant. 4. Processing Time for Application:14days. 5. The Ministry of Labor will send work permits to OIA.
Application Fee	NT\$100. Please make payment via postal bank giro.
Period of Validity	Work permits issued during the Fall semester are valid until 31 March. Those issued during the Spring semester are valid until 30 September. Work permits are valid for a maximum of six months.
Maximum Hours per week	Working hours are limited to 16 hours per week, except during Spring and Winter break.
Remarks	<p>Workforce Development Agency, Ministry of Labor Phone : (02)2380-1712 (02)2380-1725 Address : 10F, No. 39, Sect. 1, Zhonghua Rd., Zhongzheng District, Taipei City Website : http://www.wda.gov.tw/</p>

V. Scholarships

(1) Scholarships for Overseas Chinese

For more information on these scholarships and related matters, please check the Office of International Affairs (OIA) website for the latest scholarship-related news.

Application forms can be downloaded from the OIA website : <http://www.ntnu.edu.tw/oia/scholarship.php>

Scholarships Available to Overseas Chinese Students

Scholarship	Type of Student	Scholarship Duration	Application Deadline	Where to Apply	Scholarship Amount
MOE Scholarship for Outstanding Overseas Chinese Graduate Students	PhD Masters	1st semester 2nd semester	1. Fall semester - September to October 2. Spring semester - March - April	Departments that have scholarships available	NT\$10,000 per month
MOE Scholarship for Outstanding Overseas Chinese Students (to encourage people to return to Taiwan to attend university. Available to eligible students selected by the MOE.)	Undergrad	1st semester	As selected by the MOE	MOE	NT\$10,000 - NT\$25,000 per month
MOE Scholarship for Outstanding Overseas Chinese Students	Undergrad	1st semester	Every Year September - October	OIA	NT\$3,000 per month
OCAC Scholarship for Overseas Chinese with Outstanding Conduct and Academic Performance	Undergrad	1st semester	Every Year September - October	OIA	NT\$5,000

Scholarship	Type of Student	Scholarship Duration	Application Deadline	Where to Apply	Scholarship Amount
OCAC Financial Aid for Overseas Chinese Students	Undergrad PhD Masters	2nd semester	Every year February - March	OIA	NT\$5,000 - NT\$25,000
NTNU Scholarship for Special Status Students - Overseas Chinese	PhD	1st semester 2nd semester	1. Fall semester - September to October 2. Spring semester - March	OIA	NT\$8,000
United Association for Overseas Chinese Relief Scholarship for Overseas Chinese Students	Undergrad	1st semester	Every Year September - October	OIA	NT\$5,000
Overseas Chinese Association Financial Aid and Scholarships	Undergrad	1st semester	Every Year September - October	OIA	NT\$5,000- 10,000
Chinese Association for Relief and Ensuing Services Scholarship for Overseas Chinese from Burma Residing in Taiwan	Undergrad	2nd semester	Every year February - March	OIA	NT\$10,000
Hong Kong Overseas Scholarship Taiwan Normal University	Undergrad	2nd semester	Every year March - April	OIA	HKD5,000



(2) Scholarships for International Students

Students eligible for these scholarships are those that have been admitted to NTNU, are currently pursuing an undergraduate, Master's or PhD degree, and are not receiving any other scholarships. Application forms can be downloaded from the Office of International Affairs website :

<http://www.ntnu.edu.tw/oia/scholarship.php>

Table of Scholarships for International Students

Scholarship	Type of Student	Scholarship Duration	Application Deadline	Where to Apply	Scholarship Amount
MOE Taiwan Scholarship	PhD Masters Undergrad	4 years 2 years 4 years	Before march of each year	Taiwan Overseas Mission in student's home country	NT\$15,000 per month for undergraduate students. NT\$20,000 per month for graduate students. Basic tuition is also subsidized (students who take a leave of absence or unenroll during the semester are required school regulations to re-pay basic tuition).
MOFA Taiwan Scholarship	PhD Masters Undergrad	4 years 2 years 4 years	Before march of each year	Taiwan Overseas Mission in student's home country	NT\$30,000 per month



Scholarship	Type of Student	Scholarship Duration	Application Deadline	Where to Apply	Scholarship Amount
NTNU Scholarship for international graduate students	PhD Masters	12 months	A. same time as admission for the Fall semester B. same time as admission for the Spring semester	OIA	A. Master's students: NT\$15,000 per month B. PhD students: NT\$15,000 per month for the first year. NT\$10,000 per month for the second year
Scholarship for international undergrad students	Undergrad	12 months	A. same time as admission for the Fall semester B. same time as admission for the Spring semester	OIA	NT\$10,000 per month
Waiver for Basic Tuition	PhD Masters Undergrad	1 academic year	A. same time as admission for the Fall semester B. same time as admission for the Spring semester	OIA	A. Undergraduates who have their basic tuition waived, must pay their course fee tuition. B. Graduate students who have their basic tuition waived, must pay their course fee tuition.
Office of Student Affairs - Division of Student Life. Scholarship for International Students	PhD Masters Undergrad	Once for the Fall semester; once for the Spring semester	A. Every year October B. Every year March	OIA	NT\$8,000 every semester

VI. Rules and Regulations

(1) NTNU's Rules and Regulations

Please see : http://www.ntnu.edu.tw/aa/file/schoolrule_1021113.pdf

(2) NTNU Book Rewards Program

For more detailed information, please visit the Chinese website for the NTNU Office of Academic Affairs, Division of Registry. Under the menu on the left side of screen, select "Academic Policies"(教務章則). This information is not currently available in English. The Chinese website for NTNU Office of Academic Affairs : <http://www.ntnu.edu.tw/aa/acalaws.htm>

(3) Student Rewards and Punishments

To learn about rewards and punishments for NTNU students, please see the Office of Academic Affairs website : <http://assistance.sa.ntnu.edu.tw/files/13-1001-315.php> (Chinese only)

(4) Provisions and Regulations for Non-Taiwanese Students

- Table of Provisions and Regulations

Overseas Chinese Students	International Students	Students from the PRC
Undertaking Studies in Taiwan		
Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan	MOE Regulations Regarding International Students Undertaking Studies in Taiwan	Regulations Regarding Students from the PRC Undertaking University-Level or Higher Studies in Taiwan
Regulations Regarding Study and Counseling Assistance for Students from Hong Kong and Macau in Taiwan		

- Rules and Regulations for Overseas Chinese : <http://www.ntnu.edu.tw/oia/ocrules.php> (Chinese only)
- Provisions for International Students Applying to the University : <http://www.ntnu.edu.tw/oia/isapplyrules.php> (Chinese only)

Overseas Chinese Students	International Students	Students from the PRC
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Entering and Leaving the Borders of Taiwan

<p>The Law Governing Entering/Leaving the State and Immigration (Excerpts) Bylaws Regarding the Law Governing Entering/Leaving the State and Immigration The Rules Governing Temporary Stay, Residence and Permanent Residence of Aliens.</p>	<p>Instructions regarding submission of the necessary documents for students from the PRC undertaking studies in Taiwan</p> <p>Instructions regarding online submission of the necessary documents for students from the PRC undertaking studies in Taiwan</p>
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Medical Insurance

<p>Operational Procedures for Health and Medical Insurance for Overseas Chinese</p>	<p>Regulations Regarding Insurance Coverage and the Purchasing of Insurance for International Students (Also applicable to students from the PRC)</p> <p>Standards for the Underwriting of Insurance for International Students (Also applicable to students from the PRC)</p>
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Work Permits

<p>Employment Services Act (excerpts from chapters five through seven) Instructions for Applying for a Work Permit for International students, Overseas Chinese students and Students from Hong Kong and Macau</p> <p>The Qualifications and Criteria Standards for foreigners undertaking the jobs specified under Article 46.1.1 to 46.1.6 of the Employment Services Act</p> <p>Application Form of Work Permit for Employing Foreign Professionals</p>	<p>Students from the PRC are not allowed to apply for work permits</p> 
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- Rules and Regulations that Apply to International Students and Overseas Chinese Students : <http://www.ntnu.edu.tw/oia/isocrules.php> (Chinese only)
- Rules and Regulations that Apply to Students from the PRC : <http://www.ntnu.edu.tw/oia/mcrules.php>

VII. Appendices

Contact information for the various administrative departments at NTNU, hospitals and clinics is listed below. It is hoped that this information will be of help to you as you encounter problems, small or large, in your daily life. If you need more detailed information, we have also incorporated the web addresses for the Ministry of Education, Ministry of Foreign Affairs, the National Immigration Agency, and the Overseas Community Affairs Council, to help you find the information you need. We also included information about airlines from various countries and the Taipei Metro for your convenience.

(1) Contact Information for Individual NTNU Departments

- Guidance for non-Taiwanese Students - Office of International Affairs
Phone : (02)7734-1281
Fax : (02)2362-5621
- Basic tuition standards; taking a leave of absence or unenrolling from the university ; applications for academic transcripts ; proof of enrollment - Office of Academic Affairs, Division of Registry
Phone : (02)7734-1096
Fax : (02)2366-0511
- Course selection - Office of Academic Affairs, Division of Course Affairs
Phone : (02)7734-1180
Fax : (02)2369-0746
- Office of Student Affairs, Advisor Office
Phone : (02)7734-3123
- Dormitories — Office of Student Affairs, Division of Student Housing Affairs
Phone : (02)7734-3159
Fax : (02)2369-3413
- Work-study, Ping-an Insurance - Office of Student Affairs - Division of Student Life.
Phone : (02)7734-1065
Fax : (02)2369-6418
- Mandarin Training Center
Phone : (02)7734-5130
- Center for Teaching and Learning Development
Phone : (02)7734-1886
- Main Campus Student Guidance Center
Phone : (02)7734-5363 ,
(02)7734-5364
- Gongguan Student Guidance Center
Phone : (02)7734-6451
- Linkou Student Guidance Center
Phone : (02)7734-8483
- Main Campus Health Center
Phone : (02)7734-3113
- Gongguan Health Center
Phone : (02)7734-6446
- Linkou Health Center
Phone : (02)7714-8429

- The Information Technology Center
Phone : (02)7734-5555
Fax : (02)2394-0120
- ITC Education Support Division
Phone : (02) 7734-3737

- Athletic Facilities (Athletic Department)
Phone : (02)7734-3168

- Main Campus Main Library
Phone : (02)7734-5235,
(02)7734-5236
Fax : (02)2393-7135
- Gongguan Campus Library
Phone : (02)7734-6889
Fax : (02)2931-2246
- Linkou Campus Library
Phone : (02)7714-8452
Fax: (02)2601-6209

Gongguan Liason Office
Apply for, retrieve pertinent education-related documents; retrieve diplomas; registration documentation

- Gongguan Campus Office of Student Affairs
Phone : (02)7734-6880
Fax : (02)2932-6391
- Gongguan Campus Office of Academic Affairs
Phone : (02)7734-6549
Fax : (02)2932-6391

(2) Emergency and other Useful Phone Numbers

● Major Hospitals in Taipei

Name of Hospital	Address	Phone
Taipei City Hospital, Heping Branch	No. 33, Sec. 2, Zhonghua Rd., Taipei, 100	(02)2388-9595
Taipei City Hospital, Fuyou Branch	No. 12, Fuzhou St., Taipei, 100	(02)2391-6470
Taipei City Hospital, Renai Branch	No. 10, Sec. 4, Renai Rd., Taipei, 106	(02)2709-3600
Postal Hospital	No. 14, Fuzhou St., Taipei, 100	(02)2395-6755
Taipei Chang Gung Memorial Hospital	No.199, Dunhua N. Rd., Taipei, 105	(02)2713-5211
Taiwan Adventist Hospital	No.424, Sec. 2, Bade Rd., Taipei, 105	(02)2771-8151
Cathay General Hospital	No.280, Sec. 4, Ren'ai Rd., Taipei, 106	(02)2708-2121
Mackay Memorial Hospital	No.92, Sec. 2, Zhongshan N. Rd., Taipei	(02)2543-3535
National Taiwan University Hospital	No.7, Zhongshan S. Rd., Taipei, 100	(02)2312-3456
Taipei Veterans General Hospital	No.201, Sec. 2, Shipai Rd., Taipei, 112	(02)2875-7628

● Clinics Located Near NTNU

Name of Clinic	Address	Phone
Lohas Clinic	No. 162, Sec. 1, Heping East Rd., 106 (Next to the post office on Shida Rd.)	(02)2351-3171
Taipower Clinic	No. 76, Sec. 1, Heping East Rd., 106	(02)2365-3171
Chan Pak-ho Ear Nose and Throat Clinic	No. 10, Sec. 1, Heping East Rd., 106	(02)2362-5458
Héping Dà-ài Eye Clinic	2F, No. , Sec. 1, Heping East Rd., 106	(02)2365-2727
Zhān Clinic of Internal Medicine	No. 77-2, Sec. 1, Heping East Rd., 106	(02)2392-8283
Dr. Hsu Obsgyn Clinic	No. 169, Sec. 1, Heping East Rd., 106	(02)3393-2211
Yale Dental Clinic	3F, No. 218, Sec. 1, Heping East Rd., 106	(02)2364-9922
Huang Zhen-xiang Clinic	No. 71, Shida Rd., 106	(02)2362-6607
Dr. Huáng's Dērmátology Clinic	No. 77, Shida Rd., 106	(02)23673-232
Tiáncí Chinese Medicine Clinic	1F, No. 3, Ln. 102, Shida Rd., 106	(02)2363-8226

● Useful Telephone Numbers

Emergency Contact Numbers	
To report a crime or traffic accident	110
To report a fire or emergency situation	119
International Information Directory	100
Local Call Directory	104
National Immigration Agency (24 hour service)	0800-024111
Long Distance Call Directory	105
English Directory Assistance	106
Time	117
Weather	166
Hotline for reporting fraud	165



(3) Useful Websites

● Ministry of Education	http://www.edu.tw/
● Visas - Bureau of Consular Affairs, Ministry of Foreign Affairs	http://www.boca.gov.tw/mp?mp=1
● Visas - National Immigration Agency	http://www.immigration.gov.tw/welcome.htm
● Work Permits - Ministry of Labor, R.O.C.	http://www.mol.gov.tw/
● Overseas Community Affairs Council, Republic of China (Taiwan)	http://www.ocac.gov.tw/ocac/
● Overseas Community Affairs Council	http://ocs.ocac.net/
● National Intercollegiate Information Web for non-Taiwanese Students	https://ois.moe.gov.tw/fs/html/Index.html (Chinese only)
● University Entrance Committee for Mainland Chinese Students	http://rusen.stust.edu.tw/cpx/index.html
● Taipei City Police Department	http://www.tcpd.taipei.gov.tw/
● Taipei City Police Department - Heping E.R.D. Police Station	http://goo.gl/D9NCLi
● Central Weather Bureau	http://www.cwb.gov.tw/index.htm
● Taipei Buses	http://www.taipeibus.taipei.gov.tw/
● e-Trip Planner	http://e-iot.ilot.gov.tw/
● Taiwan Railways Administration	http://www.railway.gov.tw
● Taiwan High Speed Rail	http://www.thsrc.com.tw
● Taipei Metro	http://www.trtc.com.tw/
● E-maps of Taiwan	http://www.map.com.tw/
● Tourism Bureau of the Ministry of Transportation and Communications	http://www.taiwan.net.tw/
● Taipei Travel Net	http://taipeitavel.net/
● Taiwanese Delicacies Food Network	http://www.gifts-king.com/information.asp?id=74
● Taiwan Fun.com	http://www.taiwanfun.com/north/taipei/indexTW.htm
● Taipei Zhongshan Hall Management Office	http://www.csh.taipei.gov.tw/
● National Center for Traditional Arts	http://www.ncfta.gov.tw/
● National Palace Museum	http://www.npm.gov.tw/

● Taipei Story House	www.storyhouse.com.tw/
● National Theater and Concert Hall	www.ntch.edu.tw/
● Taipei Fine Arts Museum	http://www.tfam.museum/
● Taiwan Festivals	http://media.huayuworld.org/local/web/Chinese/about.htm
● Studying in Taiwan	http://www.studyintaiwan.org/
● ForuMosa.com	http://www.foruMosa.com/taiwan/
● Lonely Planet	http://www.lonelyplanet.com

(4) Table of Airline Companies

Code	Company Name	Reservation Line	Code	Company Name	Reservation Line
AA	American Airlines	(02)2563-1200	MH	Malaysian Airlines	(02)2514-7888
AC	Air Canada	(02)2507-8133 ext. 207	NZ	Air New Zealand	(02)2516-9025
AF	Air France	(02)2718-1631	NW	Northwest Airlines	(02)2772-2188
BA	British Airways	(02)2541-8080	PR	Philippine Airlines	(02)2506-7255
BR	Eva Air	(02)2501-1999	QF	Qantas Airways	(02)2522-1001
CI	China Airlines	(02)2715-1212	SQ	Singapore Airlines	(02)2551-6655
CX	Cathay Pacific	(02)2715-2333	SR	Swissair	(02)2507-2213
EG	Japan Asia Airways	0800-065-151	TG	Thai Airways	(02)2717-5200
GA	Garuda Indonesia	(02)2561-2315	UA	United Airlines	(02)2325-8868
KE	Korean Air	(02)2521-4242	VN	Vietnam Airlines	(02)2517-7177
KL	KLM Royal Dutch	(02)2711-4055			
LH	Lufthansa Airlines	(02)2503-4114			



(5) Map of Taipei Metro



Notes





ASIA



AUSTRALIA



SOUTH AMERICA



NORTH AMERICA



EUROPE



AFRICA



國立臺灣師範大學

National Taiwan Normal University

- 臺北市10610大安區和平東路一段162號 國立臺灣師範大學國際事務處
- NO.162, Section. 1, Heping East Road, Taipei 10610, Taiwan (R.O.C.)
Office of International Affairs, NTNU
- TEL: 886-2-7734-1282 ● FAX: 886-2-2362-5621
- E-mail: oia@deps.ntnu.edu.tw ● URL: <http://www.ntnu.edu.tw/oia/>

