

## NCYU Regulations Governing Admission of International Students

Article 1 The regulations are provided in accordance with the Ministry of Education (MOE) Regulations Regarding International Students Undertaking Studies in Taiwan, R.O.C. and the academic regulations of National Chiayi University (hereafter abbreviated as NCYU).

Article 2 An international student, as provided in this regulation, shall be confined to as an individual who has never held a Republic of China nationality and does not hold a current identity as overseas Chinese students.

Individuals who are not nationals of the Republic of China, have been living overseas for more than 6 consecutive years and meet the following qualifications are eligible to apply for admission in accordance with the regulation:

- a. Individuals who hold Republic of China nationality at the time of application should not have a registered permanent residence of Taiwan.
- b. Individuals who formerly held Republic of China nationality and have forfeited it for at least 8 years since the date, on which a revocation was issued from the Ministry of the Interior.
- c. Individuals who have never registered to the universities/colleges in Taiwan as an overseas Chinese student, and have not accepted an offer in the current academic year from the University Entrance Committee for Overseas Chinese Students.

Foreign nationals who were selected by a foreign government, organization or educational institution to study in Taiwan and never held a permanent residence of Taiwan are not subject to the limitation as prescribed in the preceding paragraph after the approval of authorized government educational institutions.

The six year period as prescribed in the second paragraph shall be calculated from the date of when the semester begins (February 1<sup>st</sup> or August 1<sup>st</sup>).

The overseas as prescribed in the second paragraph refers to countries and regions outside People's Republic of China, Hong Kong, and Macau. During the 6 consecutive year period you are not allowed to stay in Taiwan for more than 120 days in a calendar year.

Individuals who once held both foreign and Republic of China nationalities, and applied to renounce the latter one before the MOE Regulations Regarding International Students Undertaking Studies in Taiwan, R.O.C. came into effect on February 1<sup>st</sup>, 2011 are not subject to the limitation as prescribed in the second paragraph and are eligible to apply for admission in accordance with the original regulation.

The application for admission as prescribed in this regulation shall conform to the semester start date set by NCYU.

Article 3 If a student requests admission to a higher degree program after a lower degree has been conferred at NCYU, the admission shall be handled in a manner identical to that of R.O.C. students.

Article 4 The basic admission requires that applicants have never failed any previous courses. The main teaching language used at NCYU is Chinese. The intended department or institution of study sets the language proficiency requirement.

Article 5 Applicants should submit all of the documents in the list below during the application acceptance period each year. An admission certificate will be issued to those who have been admitted. Upon registration, new international students should present proof of insurance which includes both medical and personal accident coverage valid for at least 4 months from the date of their arrival in Taiwan. Those who have been in NCYU should provide the related documents of National Health Insurance. The aforementioned foreign insurance proof should be certified by the consulates or representative offices of Republic of China, or agencies authorized by Ministry of Foreign Affairs, Taiwan, R.O.C.

Applicants shall submit the following documents:

- a. Two application forms and two recent 2-inch photos (attached)
- b. A photocopy of an original diploma and transcript of the highest academic degree attained at a foreign school. (In addition to the copies in the original language, certified Chinese or English versions must be submitted.) All the certificates should be issued from the foreign school (sent to NCYU in sealed envelope), or certified by consulates or representative offices of Republic of China, or agencies authorized by Ministry of Foreign Affairs, Taiwan, R.O.C.
- c. Two letters of recommendation
- d. An official Physical Examination Medical Report (including a HIV virus blood serum immunity test report)
- e. Study plan written in Chinese or English
- f. A financial statement (sent to NCYU in sealed envelope) issued by financial institutes which shows sufficient financial support for the applicant's entire stay of study (A bank statement showing a balance of about US\$20,000)

The aforesaid "diploma" issued by foreign schools (excluding that issued by overseas Taiwan schools) shall be certified in accordance with "MOE Procedural Guidelines for Verification and Recognition of Foreign Educational Qualifications." If the University has doubt about the documents, the applicant must consent to seek verification from consulates or representative offices of Republic of China, or agencies authorized by Ministry of Foreign Affairs, Taiwan, R.O.C. For certified documents, the University has the right to check validity through the aforementioned offices.

International students who have completed their bachelor's degree (or above) in Taiwan and applies for a master's degree program are required to present the graduation certificate received from such a school when applying for admission to NCYU, and shall not be subject to the restrictions set forth above.

International students who have graduated from schools that enroll foreign residents in Taiwan, or from bilingual programs affiliated with local high schools must submit graduation certificates and transcripts for each academic semester to apply for admission to undergraduate studies under Article 6, and are exempt from the rules listed above.

Article 6 Applicants are required to submit formal applications to NCYU. Each applicant can only apply to one department or graduate school institute.

Article 7 The procedure for evaluation of admission is as follows:

- a. Applications submitted should first be collected by the Office of Academic Affairs and then evaluated by the department/institute that students are applying to. At this stage, applicants may be asked to take tests on specialized subjects or Chinese language proficiency.
- b. The related department or institute needs to submit the evaluation result and application documents to the Foreign Student Admission Evaluation Committee for a final-stage evaluation in two weeks.
- c. The Foreign Student Admission Evaluation Committee is composed of the Dean of Academic Affairs, deans of the colleges, the head of the related department/institute and the Dean of Student Affairs. The result will be forwarded to the President for approval and then an individual notice of admission will be sent to accepted applicants. NCYU shall prepare a roster of admitted and registered foreign students and submit it to the MOE for recordation by November 30.

Article 8 The University's admission quota for foreign students shall be limited to no more than ten percent of the number of R.O.C. citizens admitted that year. The University is responsible for reporting this information to the MOE for approval.

When the admission quota for R.O.C. citizens is not full, more international students can be accepted for admission.

The admission quota, as prescribed in last paragraph, does not include students with a non-degree status.

Article 9 Upon the condition that it will not interfere with normal educational activities, NCYU may recruit and accept foreign students holding R.O.C. alien resident certificates as non-degree seeking students.

Article 10 Foreign students are allowed to enroll in classes for the first semester of the academic year in which one third of the first semester has not yet passed. Foreign students are allowed to enroll in classes for the second semester of the academic year in which one third of the first semester has already passed.

For foreign graduates who receive approval of internship in Taiwan from organizations recognized by the Taiwan government, their student status can be extended for one additional year after graduation.

Applying for the initial household registration or registration of moving in Taiwan, or acquire naturalization or restoration of R.O.C. Nationality during their period of study would result in the loss of their status of foreign students and discontinuation of their student status at the University.

Article 11 Foreign students should submit medical and injury insurance or National Health Insurance documents upon registration. The students without insurance shall pay the insurance fee for an insurance program that NCYU is obliged locate for registered foreign students.

Article 12 The procedure for foreign students' postponement of study or returning to study is set according to academic regulations of NCYU.

Article 13 After foreign students are admitted, they should follow regulations set forth by NCYU regarding their academic progress and conduct.

Article 14 Fee regulations for foreign students who pursue degree study or take non-degree programs are as follows:

- a. The standard fees for foreign students shall conform to the announcement of the year, which shall not be lower than that of the private universities at the same level and shall be reported to the MOE.
- b. Foreign students are allowed to apply for a scholarship in accordance with the NCYU Scholarship Guidelines for Foreign Postgraduate Students.
- d. For foreign students who apply for admission in accordance with Article 2, Item 2, shall conform to the relevant regulations.

Foreign students who were accepted for admission before the MOE Regulations Regarding International Students Undertaking Studies in Taiwan, R.O.C. came to effect on February 1<sup>st</sup>, 2011 shall follow the original fee regulations.

Article 15 Foreign students who have been expelled from a university or college in R.O.C. due to failure in conduct grades, academic grades, or being indicted guilty by the criminal law, are not eligible to re-apply for foreign student admission. Violation of this rule would result in immediate cancellation of the applicant's admission or the removal of the applicant's recognized status as a NCYU student.

Article 16 The Office of Academic Affairs is in charge of foreign students' applications, academic evaluation and progress; the Office of Student Affairs is in charge of foreign students' guidance and networking. Related guidance activities will be held when NCYU sees fit every school year. NCYU may apply for financial aid from the MOE to sponsor those activities.

Article 17 Foreign students shall follow the MOE Regulations Regarding International Students Undertaking Studies in Taiwan and related regulations issued by NCYU if encountering any issue not covered in the above regulations.

Article 18 The regulations herein will take effect after the approval from the University Academic Affairs meeting and the MOE. Any revision of the regulations will follow the same procedure of approval. The regulations were passed by the University Academic Affairs meeting on February 17<sup>th</sup>, 2011 and came effect on February 1<sup>st</sup>, 2011.