



天主  
教  
靜宜大學  
PROVIDENCE UNIVERSITY

# 靜宜大學

113學年度外國學生申請國際專修部招生簡章

## Providence University

2024-2025 Foreign Students Admission Handbook  
for International Foundation Program

靜宜大學國際暨兩岸事務處

Office of International and Cross-Strait Affairs

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靜宜大學113學年度外國學生申請國際專修部重要日程表

Important Dates of International Foundation Program for Academic Year 2024-2025

項目 Item		日期 Date
簡章公告日 Admission/Transfer Handbook Announcement		2024年1月5日 January 5 <sup>th</sup> , 2024
秋季班 Fall Semester	113學年度國際專修部秋季班申請截止日期 Application Deadline for 2024 Fall Semester	2024年6月30日 June 30 <sup>th</sup> , 2024
	113學年度國際專修部秋季班放榜通知 Notification Date of 2024 Fall Semester Admission Result	2024年7月29日 July 29 <sup>th</sup> , 2024
	113學年度秋季班註冊入學 Registration Date of 2024 Fall Semester	2024年9月中旬 Mid-September, 2024
春季班 Spring Semester	113學年度國際專修部春季班申請截止日期 Application Deadline for 2024 Spring Semester	2024年11月30日 November 30 <sup>th</sup> , 2024
	113學年度國際專修部春季班放榜通知 Notification Date of 2024 Spring Semester Admission Result	2025年1月06日 January 6 <sup>th</sup> , 2025
	113學年度春季班註冊入學 Registration Date of 2024 Spring Semester	2025年2月中旬 Mid-February, 2025

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\*中英文版本如有任何衝突，應以中文版本為主。

In the event of any conflict between the Chinese and English versions, the Chinese version shall prevail.

## 壹、外國學生申請國際專修部資訊

### Information for Foreign Students Application of International Foundation Program

#### 一、新生申請入學時間 Application Period

1. 全年收件 Application is open all year round.
2. 入學時程 Semester Enrollment
  - (1). 秋季班：9月中開學  
Fall Semester begins in the middle of September.
  - (2). 春季班：2月中開學  
Spring Semester begins in the middle of February.

#### 二、申請截止日期 Application Deadline

1. 國際專修部秋季班申請截止日期：2024年 6 月 30 日  
Application Deadline for Fall Semester: June 30<sup>th</sup>, 2024.
2. 國際專修部春季班申請截止日期：2024年 11 月 30 日  
Application Deadline for Spring Semester: November 30<sup>th</sup>, 2024

【以郵戳為憑，逾期不予受理 Based on the postmark date, late applications will not be considered.】

#### 三、寄發放榜通知 Notification Date

1. 國際專修部秋季班放榜通知：2024年 7 月 29 日  
Notification Date of 2023 Fall Semester Admission Result: July 29<sup>th</sup>, 2024.
2. 國際專修部春季班放榜通知：2025年 1 月 06 日  
Notification Date of 2024 Spring Semester Admission Result: January 6<sup>th</sup>, 2025.

#### 四、國際專修部錄取資格 Admission Qualification for IFP

1. 國際專修部亦針對未有華語能力基礎學生之入學管道，會以22歲以下且無來臺工作經驗者為優先錄取。  
International Foundation Program targets students with no basic Chinese proficiency. Priority admission will be given to those who are under 22 years old and have no work experience in Taiwan.

五、招生學系及名額 Academic Programs and Admission Quota

學院 College	學系 (學士班) Department (Bachelor Degree)	學系網址 Website	招生名額 (含僑港澳生) Admission Quota	修業說明 Instruction
理學院 College of Science	食品營養學系-食品與 生物技術組 Division of Food Science and Biotechnology, Department of Food and Nutrition	<a href="https://fn.pu.edu.tw">https://fn.pu.edu.tw</a>	128名	華語先修至多一 年 + 學士班四 年課程  Chinese language learning (max. 1 year) and 4 years of undergraduate program
	食品營養學系-營養與 保健組 Division of Nutrition and Health, Department of Food and Nutrition	<a href="https://fn.pu.edu.tw">https://fn.pu.edu.tw</a>		
	應用化學系 Department of Applied Chemistry	<a href="https://chem.pu.edu.tw/">https://chem.pu.edu.tw/</a>		
	化粧品科學系 Department of Cosmetic Science	<a href="https://cosm.pu.edu.tw/">https://cosm.pu.edu.tw/</a>		
資訊學院 College of Computing & Informatics	資訊管理學系 Department of Computer Science & Information Management	<a href="https://csim.pu.edu.tw">https://csim.pu.edu.tw</a>		
	資訊工程學系 Department of Computer Science & Information Engineering	<a href="https://csie.pu.edu.tw">https://csie.pu.edu.tw</a>		
	資訊傳播工程學系 Department of Computer Science & Communication Engineering	<a href="https://csce.pu.edu.tw/">https://csce.pu.edu.tw/</a>		
管理學院 College of Management	觀光事業學系 Department of Tourism	<a href="https://tourism.pu.edu.tw/">https://tourism.pu.edu.tw/</a>		
	企業管理學系 Department of Business Administration	<a href="https://ba.pu.edu.tw/">https://ba.pu.edu.tw/</a>		
	國際企業學系 Department of International Business	<a href="https://ib.pu.edu.tw/">https://ib.pu.edu.tw/</a>		

人文暨社會科學院 College of Humanities and Social Science	社會工作與兒童少年 福利學系 Department of Social Work & Child Welfare	<a href="https://swcw.pu.edu.tw/">https://swcw.pu.edu.tw/</a>		
<p>※ 錄取國際專修部學位先修生於第一年限修讀華語課程，學期間每週20小時，全學年共修讀720小時，第一年修業期滿前須達華語文能力測驗(TOCFL)聽力與閱讀測驗<b>基礎級A2標準</b>後，轉入原錄取之學系自大一起修習，並於升大二前達到華語文能力測驗(TOCFL)聽力與閱讀測驗<b>進階級B1標準</b>。</p> <p>Students who are admitted to the International Foundation Program need to take Chinese Courses for the 1<sup>st</sup> year (20 hours per week for two semesters, which is 720 Learning Hours in total). Students need to reach at least <b>A2 level of TOCFL</b> within the 1<sup>st</sup> year and then bridge to the department you applied for and reach at least <b>B1 level of TOCFL</b> before being sophomore.</p> <p>※ 華語先修期間未能考取華語文能力測驗(TOCFL)基礎級A2標準者，將依辦法<b>退學處分</b>。  <b>If the students cannot reach A2 level of TOCFL within one year, the students will be expelled from school.</b></p> <p>※ 華語先修期間不得轉系或轉學。          Transferring to different academic departments or schools is NOT allowed during the 1<sup>st</sup> year in the International Foundation Program.</p> <p>※ 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。          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 Division within the university or other universities.</p> <p>※ 國際專修部修業規範請參考<b>附錄4【靜宜大學國際專修部學生修業辦法】</b>。          Please refer to the “Academic Regulations of International Foundation Program, Providence University” in <b>Appendix 4</b>.</p>				

六、線上申請網址 Online Application Link

<http://alcat.pu.edu.tw/oia/index.html>

七、申請資料寄送地址 Address of Sending The Application Documents

TO: 靜宜大學 國際暨兩岸事務處 (國際與大陸學生事務組國際專修部)  
 433303 臺灣臺中市沙鹿區臺灣大道七段 200號

TO: Office of International and Cross-Strait Affairs (Division of International Students Affairs,  
 International Foundation Program)  
 Providence University

Address: No. 200, Sec. 7, Taiwan Boulevard, Shalu Dist., Taichung City 433303 Taiwan(R.O.C)

**【請在信封註明：國際專修部申請文件 Please mark envelope “IFP Application”】**



## 貳、申請入學文件及規定事項

### Application Documents and Related Regulations

#### 一、申請步驟 Application Steps

外國學生申請者須完成以下2步驟：

International students who want to study at Providence University should complete these two steps:

1. 網路申請 <http://alcat.pu.edu.tw/oia/index.html>

Apply Online at <http://alcat.pu.edu.tw/oia/index.html>

2. 從網路申請 <http://alcat.pu.edu.tw/oia/index.html> 下載申請表，並於申請截止日前，備齊申請文件後一同送達至本校國際暨兩岸事務處。

Download and print the IDSS application form from <http://alcat.pu.edu.tw/oia/index.html> and send the form along with the required application documents to the Office of International and Cross-Strait Affairs **before the application deadline.**

#### 二、申請文件 Application Documents

1.	資料確認表（線上申請後由系統自動產出）。
	Check List (Print this from the online system after completing the online application)
2.	入學申請表一份（線上申請後由系統自動產出）。
	Application Form (Print this from the online system after completing the online application)
3.	中文或英文歷年成績單與畢業證書影本。以上畢業證書與成績單必須先翻譯成中文或英文， <b>並經過臺北經濟文化駐外辦事處或大使館認證</b> 。 備註：正本須於報到註冊時提供，現場查驗後歸還。
	Photocopy of the highest education diploma and transcripts, <b>either in English or in Chinese</b> . The documents must <b>be notarized by Taipei Representative Office or an embassy</b> . NOTE: The original documents need to be checked upon your arrival.
4.	推薦書兩份。推薦書需說明申請者之學術潛力、參與課外活動的情形、個人品格、英文及中文語言能力以及是否具有獨自國外求學的能力。推薦信須以中文或英文撰寫。
	Two letters of recommendation which address the applicant's academic potential, participation in extracurricular activities, personal character, level of English and Chinese proficiencies and a comment regarding whether the applicant is mature enough to study abroad. The letters should be written either in English or in Chinese.
5.	讀書計畫乙份，請以中文書寫。（申請英文授課系所學程之學生必須以英文書寫讀書計畫）
	A Study Plan written in Chinese. (Applying for English-taught programs, the study plan should be written in English.)
6.	三個月內的財力證明。由銀行提供並證明申請者足夠支付在臺灣生活、保險、書籍及其他大學相關費用之財力證明。財力證明須申請者本人帳戶且 <b>不得少於美金3,300元(新台幣100,000)</b> 。若財力證明非申請者本人，則須附上經濟資助信。
	Financial statement within 3 months to prove the applicants can support his/her living expenses, insurance fee, books, and other university related fees. The financial statement must include account holder's name and validate a current balance of <b>at least USD 3,300(NTD 100,000)</b> . If the financial statement is not in the name of the applicant, an Affidavit of Support must be included.
7.	護照或其他證明國籍的文件影本。
	A photocopy of the applicant's passport or other equivalent supporting documents.

8.	護照規格相片。
	The passport-sized photograph.
9.	曾具中華民國國籍之外國人士必須檢附已不具中華民國國籍之證明文件，應自內政部許可放棄後，至申請時已滿 8 年。
	A foreign national citizen who was formerly a citizen of the Republic of China must attach a certificate indicating that he/she is no longer a legal citizen of the Republic of China (Taiwan), and has already given up the Taiwan's citizenship for 8 years or above.
10.	語言測驗檢定證明 Language Proficiency Certification
	<p>申請國際專修部者，於申請時得免繳中文能力證明。</p> <p><b>Students who apply for the International Foundation Program do not need to submit the Chinese language proficiency certificate.</b></p> <ul style="list-style-type: none"> <li>限以下十一個學系(大學部)：食品營養學系食品與生物技術組、食品營養學系營養與保健組、應用化學系、化粧品科學系、資訊管理學系、資訊工程學系、資訊傳播工程學系、社會工作與兒童少年福利學系、觀光事業學系、企業管理學系、國際企業學系。</li> </ul> <p>Limited the following eleven departments(Bachelor): Department of Food and Nutrition- Division of Food Science and Biotechnology, Division of Nutrition and Health, Department of Food and Nutrition, Department of Applied Chemistry, Department of Cosmetic Science, Department of Computer Science &amp; Information Management, Department of Computer Science &amp; Information Engineering, and Department of Computer Science &amp; Communication Engineering, Department of Social Work &amp; Child Welfare, Department of Tourism, Department of Business Administration, Department of International Business.</p> <ul style="list-style-type: none"> <li>申請國際專修部者，需於國際專修部修業期滿一年內，考取華語文能力測驗A2(含)以上程度始能進入申請學系大一就讀；並於升大二以前，考取華語文能力測驗B1(含)以上程度。</li> </ul> <p>Students who enroll in the International Foundation Program need to reach at least <b>A2 level of TOCFL</b> within one year in this program, and then the students can bridge to the department which they applied for. Also, the students need to reach at least <b>B1 level of TOCFL</b> before being the sophomore.</p>
11.	靜宜大學外國學生入學切結書，申請者務必親自簽名。(線上申請後由系統自動產出)
	Providence University Declaration for International Degree Seeking Students (Print it from online system after completing the online application. <b>Applicant MUST sign it in person</b> )

三、申請資格須遵守及符合教育部「入學大學同等學力認定標準(附錄1)」和「外國學生來臺就學辦法(附錄2)」之規定。

Applicant eligibility must comply and meet with the “Standards for Recognition of Equivalent Educational Levels for University Admission (Appendix 1)”, “Regulations Regarding International Students Undertaking Studies in Taiwan (Appendix 2)” of the Ministry of Education and “Providence University Admission Regulations for International Students (Appendix 3)”.

四、取得錄取信之申請者須依照外交部領事事務局相關規定，向我國駐外機構辦理簽證入境。持有其他簽證在臺者，請至外交部領事事務局申請更換簽證。(請注意，錄取信無法保證其申請學生簽證之取得。)



Accepted applicants must apply for the visas to the Taiwan overseas embassies & missions.

For the accepted applicants who hold another visa in Taiwan, please change the visa at the Bureau of Consular Affairs, Ministry of Foreign Affairs, Republic of China (Taiwan).

Please note that the admission letter does not guarantee the approval of a student visa application.

- 五、國際專修部學位先修生於修業期滿考取語言檢定轉入學系後，其修業年限及外國學生相關規定須依照「靜宜大學學則(附錄5)」之規定。

Students who are admitted to the International Foundation Program reach the Chinese language requirement and bridge to the department, the Maximum Number of Years to Study for Degrees and the rules relating to international students shall be subject to “Providence University Academic Regulations (Appendix 5)”.

#### 六、聯絡資訊 Contact Information

1. 靜宜大學 國際暨兩岸事務處

Office of International and Cross-Strait Affairs, Providence University

地址 Address: 433303 臺灣臺中市沙鹿區臺灣大道 7 段200 號

Address: No. 200, Sec. 7, Taiwan Blvd., Shalu Dist., Taichung City, Taiwan 433303

信箱E-mail: [pu11600@pu.edu.tw](mailto:pu11600@pu.edu.tw)

網址Website: <https://oia.pu.edu.tw/>

電話Tel.: +886-4-2632-8001 ext. 11570-11573 傳真Fax: +886-4-2653-0411

#### 七、備註 NOTE

1. 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.

2. 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, Providence University 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 inscription, 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 inscription, 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.

3. 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.

### 參、學雜費收費標準

#### Tuition and Miscellaneous Fees

壹、費用以一學期計，實際花費因人而異。

The tuition and miscellaneous fees are calculated on a per-semester basis. The actual cost may vary different individually.

貳、以下提供113學年度學雜費收費標準供參考，實際費用依[學校網頁最新公告](#)為準，靜宜大學保留相關修改權利。

The following list is the tuition and miscellaneous fees for the 2022-2023 Academic year. The exact costs based on [Providence University's website](#) – Tuition and Fees and Providence University reserves the right to revise relative policy.

學雜費/學期 Tuition and Miscellaneous Fees/Semester				
學院 College	貨幣 Currency	學費 Tuition	雜費 Miscellaneous	總計 Total
國際專修部(1+4) 第一年以華語文課程為主 International Foundation Program	台幣 NTD	40,000/學期	0	40,000/學期
理學院/資訊學院 College of Science/College of Computing & Informatics	台幣 NTD	39,004/學期	12,870/學期	51,874/學期
管理學院 College of Management	台幣 NTD	37,282/學期	8,214/學期	45,496/學期
人文暨社會科學院 College of Humanities and Social Sciences	台幣 NTD	37,282/學期	7,529/學期	44,811/學期
其他費用 Other Fees				
電腦及網路通訊使用費 Computer and Internet Usage Fee	台幣 NTD	750/學期	全校學生 All Students	
體育設施使用費 Sports Facilities	台幣 NTD	200/學期	全校學生 All Students	
學生健康檢查 Student Health Examination	台幣 NTD	658	全校學生 All Students	
學生平安保險 School Student Insurance	台幣 NTD	333/學期	全校學生 All Students	
外國學生商業醫療保險 Medical Insurance	台幣 NTD	3500/7個月 (seven month)	尚未具有健保資格之外國學生 International Students who are not eligible for the NHI	
全民健康保險(NHI) National Health Insurance	台幣 NTD	826/月 (per month)	外國學生 International Students	

### 參、靜宜大學學生宿舍收費標準 Dormitory Fees

欲申請學生宿舍之新生，須於收到錄取通知後提出申請，相關申請資訊將於錄取通知時寄發。

New students who intend to applying for the school dormitory shall submitting the dormitory application form after receiving the admission notice. The Dormitory Application Form will be sent with the admission notice.

宿舍名稱 Name of the Dormitory	住宿費(一學期/未含押金) Dormitory Fee (Semester/Deposit is not included)	房型/規格 Room type
思高學苑 St. BOSCO Hall	NTD. 10,500	冷氣房三人房 Triple Room
	NTD. 13,500	冷氣房二人房 Twin Room
希嘉學苑 Schultz Hall	NTD. 10,500	女生宿舍冷氣房四人房 Quadruple Room
	NTD. 10,500	男生宿舍冷氣房四人房 Quadruple Room
	NTD. 11,000	冷氣房三人房(寢室有樑柱) Triple Room
	NTD. 14,500	冷氣房二人房(身心障礙優先) Twin Room
善牧學苑 Good Shepherd Hall	NTD. 15,500	冷氣房四人房 Quadruple Room
1. 學生宿舍介紹 Brief Introduction of the school dormitory : <a href="https://osadorm.pu.edu.tw/p/412-1065-1967.php?Lang=zh-tw">https://osadorm.pu.edu.tw/p/412-1065-1967.php?Lang=zh-tw</a> 2. 學生宿舍介紹影片 Introduction Videos of the school dormitory : <a href="https://osadorm.pu.edu.tw/p/412-1065-1968.php?Lang=zh-tw">https://osadorm.pu.edu.tw/p/412-1065-1968.php?Lang=zh-tw</a>		

## 肆、獎助學金申請資訊

### Information for Providence Grant

- 一、國際專修部先修生於第一年研修期間，通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)標準，得申請助學金6,000元，通過進階級(B1)標準，得申請助學金10,000元，高階級(B2)標準，得申請助學金14,000元，各級獎學金申請以一次為限。

In the 1<sup>st</sup> year of the International Foundation Program, Students can apply for the Grant according to the TOCFL Certificate:

1. Students reach A2 level of TOCFL: the Grant is NTD. 6,000
2. Students reach B1 level of TOCFL: the Grant is NTD. 10,000
3. Students reach B2 level of TOCFL: the Grant is NTD. 14,000
4. For each level of TOCFL, students can apply for the Grant once ONLY.

- 二、先修生進入學系就讀第一年起依據「靜宜大學學生獎助學金實施辦法」第三章獎助學金規定辦理。(摘錄)

If the International Foundation Program students bridge to the department successfully, students can apply for the Providence Grant based on the Chapter 3 of the “Providence University Implementation Regulations for Scholarships and Grants”. (excerpt)

1. 第一學年 First Academic Year of the formal Bachelor program

- (1) 大學部外籍生申請入學前通過「國家華語測驗委員會華語能力檢定」進階級考試，或等同之華語能力檢定考試，或一年內修讀本校華語課程達450小時(含)以上(累計至申請截止日)，或經本校審查認定華語能力達上述標準者，第一學年可獲學雜費同額助學金。

Students who pass **Level 3 (or above) of TOCFL** or equivalent test before admission or take 450 hours of Chinese Language Courses at Providence University within one year, students can get the Providence Grant which is equivalent to the same amount of tuition and miscellaneous fees for the first academic year.

- (2) 大學部外籍生申請入學前通過「國家華語測驗委員會華語能力檢定」基礎級考試，或等同之華語能力檢定考試，或一年內修讀本校華語課程達330小時(含)以上(累計至申請截止日)，或經本校審查認定華語能力達上述標準者，第一學年可獲得學費同額助學金。

Students who pass **Level 2 (or above) of TOCFL** or equivalent test before admission or take 330 hours of Chinese Language Courses at Providence University within one year, students can get the Providence Grant which is equivalent to the same amount of tuition fees for the first academic year.

2. 第二年起，依照其前一學期在校成績及班排名申請獎助學金：

- (1) 全班排名名次比例為前 15%者，可獲得 35,000 元助學金。
- (2) 全班排名名次比例為前 16%-30%者，可獲得 20,000 元助學金。
- (3) 全班排名名次比例為前 31%-50%者，可獲得 8,000 元助學金。

From 2nd year, Providence Grant will be based on the previous academic performance and class ranking.

- (1) Class ranking is within top 15%, the Providence Grant is **NTD. 35,000.**
- (2) Class ranking is within 16%~30%, the Providence Grant is **NTD. 20,000.**
- (3) Class ranking is within 31%~50%, the Providence Grant is **NTD. 8,000.**

※ 靜宜大學學生獎助學金實施辦法請參考**附錄3**。

Please refer to **Appendix 3** for Providence University Implementation Regulations for Scholarships and Grants.

※ 靜宜大學保留更新外國學生獎學金規定之權利。

Providence University reserves the right to revise Scholarship Policy.

## 伍、 申訴辦法 The Appeal Process

一、 考生如對招生事宜認為有損益其權益情形時，得於放榜後一星期內，以書面向本校國際暨兩岸事務處提出申訴(以郵戳為憑)。

Applicants who believe that the admissions matters will effects their rights may submit an appeal application to Office of the International and Cross-Strait Affairs within one week after the admission notification date (based on the postmark).

二、 申訴案件以考生本人為當事人，不受理其他人申訴。

In the case of appeals, the applicants themselves are the parties. Other applications on behalf of appellants are not acceptable.

三、 考生申訴書應詳載考生姓名、報考系所、通訊地址、聯絡電話、日期、申訴之事實及理由、希望獲得之補救及檢附有關文件或證據。

The appeal application should include the applicant's name, which department you applied for, mailing address, phone number, date, the facts and the reason of the appeal, the expected remedial measures and related documents and evidences.

四、 考生申訴案如有下列情形者不予受理：

1. 招生有關法令或招生簡章已有明確規範者。
2. 逾申訴期限。

Applicant's appeal won't be accepted if there are some cases in the following status:

1. Those which have been listed on the related regulations or on the admission/transfer handbook.
2. Overdue the application deadline.

五、 申訴以一次為限，申訴處理結果由國際暨兩岸事務處於一個月內函覆申訴人。

The appeal application may only be filed once. The Office of International and Cross-Strait Affairs will reply to the applicant the result of the appeal within one month.



## 陸、線上申請表單 Online Application Forms

繳交資料確認表 / Check List	
中文姓名 /Full Name in Chinese: (If applicable)	(2吋照片 / Passport size photo)
英文姓名/Full Name in English: (Please provide the name as passport shows)	
護照號碼 / Passport Number:	
聯絡電話/ Contact Number:	
電子郵件/ Email:	
申請系所/ Department Applied:	
申請學位學士/碩士/博士/Degree Applied Bachelor/ Master/ Ph.D.:	

申請資料請務必按照確認表的排序 Application materials must be organized in the order of Check List.		
確認 Tick	申請資料項目 Required Materials	份數 Copies
	繳交資料確認表 Check List (系統產出 You can print this from the online system after you complete the online application.)	1
	申請表 Application Form (系統產出 You can print this from the online system after you complete the online application.)	1
	經 <b>外館認證</b> 之最高學歷英文或中文畢業證書影本 (備註：正本須於報到註冊時提供，現場查驗後歸還。) <b>Photocopy of the NOTARIZED Diploma in English or Chinese by Taipei Representative Office.</b> (NOTE: The original documents need to be checked upon your arrival.)	1
	經 <b>外館認證</b> 之中文或英文成績單 (備註：正本須於報到註冊時提供，現場查驗後歸還。) <b>Photocopy of the NOTARIZED Transcript in English or Chinese by Taipei Representative Office.</b> (NOTE: The original documents need to be checked upon your arrival.)	1
	推薦信2封 Two Recommendation Letters from two persons (professional relation)	2
	讀書計畫 Study Plan	1
	財力證明 Financial Statement 財力證明須申請者本人帳戶且不得少於美金 <b>3,300元</b> 。若財力證明非申請者本人，則須附上經濟資助信。 The financial statement must include account holder's name and validate a current balance of at least <b>USD 3,300</b> . If the financial statement is not in the name of the applicant, an Affidavit of Support must be included.	1
	外國學生獎助學金申請表 International Student Providence Grant Application Form (系統產出 You can print this from the online system after you complete the online application.)	1
	護照影本 Photocopy of the applicant's passport	1
	2吋證件用照片 passport-sized photographs	3
	其他相關文件 Other supported document :(如有，請附上 If applicable) 居留證影本 A photocopy of the applicants Alien Resident Certificate、中央健康保險卡影本 A photocopy of Health Insurance Card、其他 Others _____	1
	華語檢定通過證明或華語中心上課時數證明或成績單 Chinese Proficiency Test Certificate (TOCFL or HSK, or other equivalent test certificate) or the Chinese Language Education Center Attendance record and Transcript. [ <b>申請中文授課系所學程者須繳交 For Chinese-taught programs</b> ] *申請國際專修部得免繳語言證明 Applicants of International Foundation Program are not required to submit the TOCFL test certificate.	1
	英文程度證明 English Proficiency Test Result [ <b>申請英文授課系所學程者須繳交 For English-taught programs</b> ] English language requirements: - International Program in Computer Science: TOEFL ITP 500 or equivalent level of other English proficiency tests. - IBAP: TOEFL ITP 500 or equivalent level of other English proficiency tests - GMBA: TOEFL ITP 550 or equivalent level of other English proficiency test	1
	切結書 Enrollment Confirmation and Declaration. <b>Applicant MUST sign it in person.</b> (系統產出 You can print this from the online system after you complete the online application.)	1

**入學申請表**

**Application Form for International Degree-Seeking Student Admission to Providence University, Taiwan**

**1. 申請人資料/Personal Information**

英文姓/English family name: 英文名/English given name:

中文姓名/Chinese name:

國籍/Nationality:

性別/Gender:

出生日期 (西元) /Date of birth: 年/year 月/Month 日/Day

E-mail: 傳真/Fax: 電話/Phone:

護照號碼/Passport No.: 居留証號碼/ARC No.:

通訊處/Mailing address:

家長1姓名/Parent 1 name (姓/Family, 名/Given):

家長2姓名/Parent 2 name (姓/Family, 名/Given):

家長國籍/Nationality of parents:

家長1/Parent 1:

家長2/Parent 2:

**2. 學歷/Educational Background**

學校 Educational Institute	修業起迄年月 Duration (from/to)	主修 Field of Study	文憑 Diploma
	/		
	/		
	/		

**3. 語言能力/Language Proficiency**

中文/Chinese	Reading		
	Writing		
	Listening		
	Speaking		
英文/English	Reading		
	Writing		
	Listening		
	Speaking		

**4. 修業計畫/Plan of Study**

a. 修讀學位/Degree program:

b. 申請系所別/Department to enroll at :

c. 入學年度/Enrollment Year :

**5. 校內住宿需求/Accommodation Request**

是否住校/Do you wish to reside in a student dormitory?

**6. 您是如何得知靜宜大學?/How do you know about us?**

報紙/Newspaper  網路/Internet  雜誌/Magazine  朋友介紹/Friends Referral  其他/Other \_\_\_\_\_

靜宜大學外國學生入學切結書

Providence University

Declaration for International Degree Seeking Students

1.	<p>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 attest that I am qualified to apply for admission as an international student under the “Regulations Regarding International Students Undertaking Studies in Taiwan” of the Ministry of Education, Republic of China (R.O.C.).</p>
2.	<p>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.</p>
	<p><input type="checkbox"/> 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 have never held Republic of China (“R.O.C.”) nationality. Also, I have never undertaken studies in Taiwan as an overseas Chinese student and I have not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.</p>
	<p><input type="checkbox"/> 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。 At the time of application, I am holding both foreign and R.O.C. nationalities have never had household registration in Taiwan. Also, I have resided overseas continuously for at least 6 years. Moreover, I have never undertaken studies in Taiwan as an overseas Chinese student and I have not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.</p>
	<p><input type="checkbox"/> 具外國國籍，於申請前曾兼具有中華民國國籍者，於申請時已經內政部許可喪失中華民國國籍已滿八年，並於申請時已連續居留外六年以上者，且未曾以僑生身分在臺就學、亦未於當學年度接受海外聯合招生委員會分發。 I am holding foreign nationality and once had R.O.C. nationality but I have not been included in a household registration issued by the Ministry of Interior for at least 8 years and have resided overseas continuously for at least 6 years. Moreover, I have never undertaken studies in Taiwan as an overseas Chinese student and I have not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.</p>
	<p><input type="checkbox"/> 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 am eligible for permanent residence in Hong Kong or Macau but I have never had household registration in Taiwan. Moreover, I have resided in Hong Kong, Macao, or elsewhere overseas continuously for at least 6 years.</p>
	<p><input type="checkbox"/> 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 from the Mainland Area and who has foreign nationality and has have never had household registration in Taiwan. Also, at the time of application, I have resided overseas continuously for at least 6 years.</p>
3.	<p>本人所持國外學歷證件，確為教育部認可，經駐外館處驗證屬實（馬來西亞學歷得由留台同學會認證），保證於錄取報到時，繳交經駐外單位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。 The graduation certificate and degree diploma I present are approved by the Ministry of Education and verified by a Taiwan’s overseas representative office (graduation documents issued from Malaysia could be verified by Taiwan alumni association ). The undersigned guarantees that the copies of the verified foreign academic certificate and the complete transcript of record, will be handed over upon admission registration. If the related certificates cannot be given on time or are unacceptable, the undersigned will abandon the enrollment qualification, and no objection will be raised.</p>
4.	<p>本人不曾在臺以外國學生身分完成高中學校學程，亦未曾以外國學生申請方式申請進入其他臺灣之學校，且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 hereby certify that I did not complete a high school program in the R.O.C. (Taiwan) under international student status,</p>

	<p>and I never apply to and enter other universities or colleges in R.O.C. (Taiwan) as an international student.</p> <p>I have never been expelled from other colleges and universities of the R.O.C. (Taiwan). Should I breach any of the regulations, I will be denied admissions and student status.</p> <p>Students who studied in Taiwan as an international student can still apply to Providence University master or higher level programs as an international student. However, Providence University reserves the right to change the admission policy.</p>
5.	<p>本人保證不具中華人民共和國國籍。</p> <p>I hereby certify that I do not hold the nationality of the People's Republic of China.</p>
6.	<p>本人已閱畢簡章條文，並遵守所有簡章上相關規定。</p> <p>I'd read all the regulations of the handbook, and do obey the rules.</p>
	<p>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。</p> <p>I authorize Providence University 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.</p>
	<p style="text-align: center;">立書人 / Applicant's signature: _____ 日期/ Date: _____</p> <p style="text-align: right;">(請書寫清楚利於辨識Please write in print neatly)</p>

## 柒、附錄

### Appendices

#### 1. 入學大學同等學力認定標準

##### Standards for Recognition of Equivalent Educational Levels for University Admission

中華民國一百十一年一月二十五日

教育部臺教高通字第 1112200196A 號令修正發布第 2 條條文

- 第一條 本標準依大學法第二十三條第四項規定訂定之。
- Article 1 These Standards are enacted pursuant to the provisions of Article 23, Paragraph 4 of the University Act.
- 第二條 具下列資格之一者，得以同等學力報考大學學士班（不包括二年制學士班）一年級新生入學考試：
- 一、高級中等學校及進修學校肄業學生有下列情形之一：
    - (一) 僅未修習規定修業年限最後一年，因故休學、退學或重讀二年以上，持有學校核發之歷年成績單，或附歷年成績單之修業證明書、轉學證明書或休學證明書。
    - (二) 修滿規定修業年限最後一年之上學期，因故休學或退學一年以上，持有學校核發之歷年成績單，或附歷年成績單之修業證明書、轉學證明書或休學證明書。
    - (三) 修滿規定年限後，因故未能畢業，持有學校核發之歷年成績單，或附歷年成績單之修業證明書、轉學證明書或休學證明書。
  - 二、五年制專科學校及進修學校肄業學生有下列情形之一：
    - (一) 修滿三年級下學期後，因故休學或退學一年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
    - (二) 修讀四年級或五年級期間，因故休學或退學，或修滿規定年限，因故未能畢業，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
  - 三、依藝術教育法實施一貫制學制肄業學生，持有修業證明者，依其修業情形屬高級中等學校或五年制專科學校，準用前二款規定。
  - 四、高級中等學校及職業進修（補習）學校或實用技能學程（班）三年級（延教班）結業，持有修（結）業證明書。
  - 五、自學進修學力鑑定考試通過，持有普通型高級中等學校、技術型高級中等學校或專科學校畢業程度學力鑑定通過證書。
  - 六、知識青年士兵學力鑑別考試及格，持有高中程度及格證明書。
  - 七、國軍退除役官兵學力鑑別考試及格，持有高中程度及格證明書。
  - 八、軍中隨營補習教育經考試及格，持有高中學力證明書。
  - 九、下列國家考試及格，持有及格證書：
    - (一) 公務人員高等考試、普通考試或一等、二等、三等、四等特種考試及格。
    - (二) 專門職業及技術人員高等考試、普通考試或相當等級之特種考試及格。
  - 十、持大陸高級中等學校肄業文憑，符合大陸地區學歷採認辦法規定，並有第一款所列情形之一。
  - 十一、技能檢定合格，有下列資格之一，持有證書及證明文件：

- (一) 取得丙級技術士證或相當於丙級之單一級技術士證後，從事相關工作經驗五年以上。
  - (二) 取得乙級技術士證或相當於乙級之單一級技術士證後，從事相關工作經驗二年以上。
  - (三) 取得甲級技術士證或相當於甲級之單一級技術士證。
- 十二、 年滿二十二歲，且修習下列不同科目課程累計達四十學分以上，持有學分證明：
- (一) 專科以上學校推廣教育學分班課程。
  - (二) 教育部認可之非正規教育課程。
  - (三) 空中大學選修生選修課程（不包括推廣教育課程）。
  - (四) 職業訓練機構開設經教育部認可之專科以上教育階段職業繼續教育學分課程。
  - (五) 專科以上學校職業繼續教育學分課程。
- 十三、 年滿十八歲，且修習下列不同科目課程累計達一百五十學分以上，持有學分證明：
- (一) 職業訓練機構開設經學校主管機關認可之高級中等教育階段職業繼續教育學分課程。
  - (二) 高級中等學校職業繼續教育學分課程。
- 十四、 空中大學選修生，修畢四十學分以上（不包括推廣教育課程），成績及格，持有學分證明書。
- 十五、 具有下列非學校型態實驗教育資格之一：
- (一) 符合高級中等以下教育階段非學校型態實驗教育實施條例第三十條第二項規定。
  - (二) 參與高級中等教育階段非學校型態實驗教育一年六個月以上，且與就讀五年制專科學校合計三年以上。

Article 2

A person who satisfies any of the following eligibility criteria is considered to have adequate academic ability and may take the entrance examination for new students for university bachelor's degree programs (not including two-year bachelor's degree programs):

1. The student has not completed senior secondary school or a college of continuing education program but is in one of the following categories:
  - (1) The student completed all but the final year of the prescribed program but for some reason took leave or withdrew from their studies, or had to repeat a grade for two years or more, and is able to provide a transcript of their results for all academic years that was issued by the school or college, or is able to provide a certificate of attendance, a transfer certificate, or a leave from studies certificate, each with such a transcript attached; or
  - (2) The student completed the first semester of the final year of the prescribed program but for some reason took leave or withdrew from their studies for one year or more and is able to provide a transcript of their results for all academic years that was issued by the school or college, or is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with such a transcript attached; or
  - (3) The student completed the prescribed program but for some reason was unable



to graduate, and has a school-issued transcript of their results for all academic years, or is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with such a transcript attached.

2. The student has not completed a five-year junior college or college of continuing education program but is in one of the following categories:
  - (1) The student completed the second semester of the third year of their course but for some reason took leave or withdrew from their studies for one year or more, and is able to provide a certificate of attendance, transfer certificate, or a leave from studies certificate, each with a transcript of their results for all academic years attached; or
  - (2) The student for some reason took leave or withdrew from their studies during their fourth or fifth year of study, or completed the prescribed program but for some reason was unable to graduate, and is able to provide a certificate of attendance, transfer certificate, or a leave from studies certificate, each with a transcript of their results for all academic years attached.
3. For a student who undertook but did not complete a comprehensive educational program implemented in accordance with the Arts Education Act but is able to provide a certificate of attendance, one of the two preceding subparagraphs apply, *mutatis mutandis*, depending on whether they undertook a senior secondary school or five-year junior college program.
4. The student completed three years of a senior secondary school and vocational continuing (supplementary) education, or practical skills (extension education class) program and is able to provide a course completion certificate.
5. The student passed the Self-study Academic Ability Assessment Examination and is able to provide a certificate attesting that their academic ability is equivalent to that of a graduate of a general senior high school, skills-based senior high school, or junior college.
6. The student passed the Academic Achievement Assessment Examination for educated young soldiers and is able to provide a certificate attesting that their academic ability is equivalent to senior secondary school level.
7. The student passed the Academic Achievement Assessment Examination for veterans and is able to provide a certificate attesting that their academic ability is equivalent to senior secondary school level.
8. The student passed a supplementary education for active military service personnel examination and is able to provide a certificate attesting that their academic ability is equivalent to senior secondary school level.
9. The student passed any of the following national examinations and has been awarded a certificate for the examination(s) which they have passed:
  - (1) Senior Civil Service Examination, Ordinary Level Civil Service Examination; or Level One, Level Two, Level Three, or Level Four Special Civil Service Examination;
  - (2) Senior Professional and Technical Personnel Examination, Ordinary Level Professional and Technical Personnel Examination; or a Special Examination of an equivalent level.

10. The student is able to provide a document from a senior secondary school in Mainland China certifying that they have not yet completed the program and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area, and their circumstances are one of those stipulated in Subparagraph 1.
11. The student is able to provide a certificate and documentary evidence attesting that they have passed one of the following professional skill assessment tests:
  - (1) The student has been awarded a Level C certified technician's certificate, or a single-class certified technician's certificate equivalent to Level C, and since then has had five or more years of related practical work experience; or
  - (2) The student has been awarded a Level B certified technician's certificate, or single-class certified technician's certificate equivalent to Level B, and since then has had two or more years of related practical work experience; or
  - (3) The person has been awarded a Level A certified technician's certificate, or single-class certified technician's certificate equivalent to Level A.
12. The student is aged at least 22 and is able to provide documentary evidence that they have accumulated a total of 40 or more credits studying different courses of the sort listed below:
  - (1) Continuing education credit courses offered by a junior college, tertiary college, or university; or
  - (2) Non-formal education programs accredited by the Ministry of Education; or
  - (3) Non-degree programs (not including continuing education programs) for non-degree students offered by open universities; or
  - (4) Vocational continuing education credit courses at the junior college, tertiary college, or university education level offered by a vocational training institute which have been accredited by the Ministry of Education; or
  - (5) Vocational continuing education credit courses offered by a junior college, tertiary college, or university.
13. The student is aged at least 18 and is able to provide documentary evidence that they have accumulated a total of 150 or more credits studying different courses of the sort listed below:
  - (1) Vocational continuing education credit courses at the senior secondary education level offered by a vocational training institute which have been accredited by the competent school authority; or
  - (2) Vocational continuing education credit courses offered by a senior secondary school.
14. The student is able to provide documentary evidence that they have earned 40 or more credits studying as a non-degree student at an open university (not including continuing education programs) and had satisfactory results.
15. The student meets the requirements stipulated in Article 29, Paragraph 2 of the Statute for Implementing Non-school Experimental Education at the Stage of Senior High School or Lower Level.

### 第三條

一、具下列資格之一者，得以同等學力報考大學二年制學士班一年級新生入學

考試：

(一) 二年制專科學校及進修學校肄業學生有下列情形之一：

1. 修滿規定修業年限最後一年之上學期，因故休學或退學二年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
2. 修讀規定修業年限最後一年之下學期期間，因故休學或退學一年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
3. 修滿規定修業年限，且已修畢畢業應修學分八十學分以上，因故未能畢業，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。

(二) 三年制專科學校及進修學校肄業學生有下列情形之一：

1. 僅未修習規定修業年限最後一年，因故休學或退學三年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
2. 修滿規定修業年限最後一年之上學期，因故休學或退學二年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
3. 修讀規定修業年限最後一年之下學期期間，因故休學或退學一年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。

(三) 五年制專科學校及進修學校肄業學生有下列情形之一：

1. 僅未修習規定修業年限最後一年，因故休學或退學三年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
2. 修滿規定修業年限最後一年之上學期，因故休學或退學二年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
3. 修讀規定修業年限最後一年之下學期期間，因故休學或退學一年以上，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
4. 修滿規定修業年限，且已修畢畢業應修學分二百二十學分以上，因故未能畢業，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。

(四) 大學學士班（不包括空中大學）肄業，修滿二年級下學期，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。

(五) 自學進修學力鑑定考試通過，持有專科學校畢業程度學力鑑定通過證書。

(六) 下列國家考試及格，持有及格證書：

1. 公務人員高等考試或一等、二等、三等特種考試及格。
2. 專門職業及技術人員高等考試或相當等級之特種考試及格。

(七) 技能檢定合格，有下列資格之一，持有證書及證明文件：

1. 取得乙級技術士證或相當於乙級之單一級技術士證後，從事相關工作經驗四年以上。
2. 取得甲級技術士證或相當於甲級之單一級技術士證後，從事相關工作經驗二年以上。

- (八) 符合年滿二十二歲、高級中等學校畢(結)業或修滿高級中等學校規定修業年限資格之一，並修習下列不同科目課程累計達八十學分以上，持有學分證明：
1. 大學或空中大學之大學程度學分課程。
  2. 專科以上學校推廣教育學分班課程。
  3. 教育部認可之非正規教育課程。
  4. 職業訓練機構開設經教育部認可之專科以上教育階段職業繼續教育學分課程。
  5. 專科以上學校職業繼續教育學分課程。
- (九) 持有高級中等學校畢業證書後，從事相關工作經驗五年以上，並經大專學校級或聯合招生委員會審議通過。
- (十) 依藝術教育法實施一貫制學制肄業學生，持有修業證明者，依其修業情形屬五年制專科學校或大學學士班，準用第三款及第四款規定。
- 二、專科以上學校推廣教育實施辦法中華民國一百年七月十三日修正施行後，本標準一百零二年一月二十四日修正施行前，已修習前項第八款第二目所定課程學分者，不受二十二歲年齡限制。

Article 3

A person who meets any of the following eligibility criteria is considered to have adequate scholastic ability and may take the entrance examination for new-students for two-year bachelor's degree programs:

1. The student has not completed a two-year college program or a college of continuing education program but is in one of the following categories:
  - (1) The student completed the first semester of the final year of the prescribed program but for some reason took leave or withdrew from their studies for two years or more, and the student is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached; or
  - (2) The student for some reason took leave or withdrew from their studies for one year or more during the second semester of the final year of the prescribed program but is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, with a transcript of their results for all academic years attached; or
  - (3) The student completed the prescribed program and received 80 or more of the credits required for graduation but for some reason was not able to graduate, and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached.
2. A student who has not completed a three-year junior college program or a college of continuing education program but is in one of the following categories:
  - (1) The student completed all but the final year of the prescribed program but for some reason took leave or withdrew from their studies for three years or more and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached; or
  - (2) The student completed the first semester of the final year of the prescribed

- program but for some reason took leave or withdrew from their studies for two years or more, and the student is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached; or
- (3) The student for some reason took leave or withdrew from their studies for one year or more during the second semester of the final year of the prescribed program and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached.
3. A student who has not completed a five-year junior college program or a college of continuing education program but is in one of the following categories:
- (1) The student completed all but the final year of the prescribed program but for some reason took leave or withdrew from their studies for three years or more, and the student is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached; or
- (2) The student completed the first semester of the final year of the prescribed program but for some reason took leave or withdrew from their studies for two years or more and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each a transcript of their results for all academic years attached; or
- (3) The student for some reason took leave or withdrew from their studies for one year or more during the second semester of the final year of the prescribed program and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached; or
- (4) The student completed the prescribed program and received 220 or more of the credits required for graduation but for some reason was not able to graduate and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached.
4. The student has not completed a university bachelor's degree program but completed the second semester of the second year (not including programs at an open university), and is able to provide a certificate of attendance, transfer certificate, or leave from studies certificate, each with a transcript of their results for all academic years attached.
5. The person has passed the Self-study Academic Ability Assessment Examination and is able to provide a certificate attesting that their academic ability is equivalent to junior college level.
6. The student has passed any of the following national examinations and has been awarded a certificate for the examination(s) which they have passed:
- (1) Senior Civil Service Examination; or Level One, Level Two, or Level Three Special Civil Service Examination; or
- (2) Senior Professional and Technical Personnel Examination; or a Special

Examination of an equivalent level.

7. The person is able to provide a certificate and documentary evidence attesting that they have passed one of the following professional skill assessment tests:
  - (1) The person has obtained a Level B certified technician's certificate, or single-class certified technician's certificate equivalent to Level B, and since then has had four or more years of related practical work experience; or
  - (2) The person has obtained a Level A certified technician's certificate, or a single-class certified technician's certificate equivalent to Level A, and since then has had two or more years of related practical work experience.
8. The person is aged at least 22 years; or graduated from senior secondary school (or completed senior secondary school education); or completed the prescribed program length of study at a senior secondary school; and is also able to provide documentary evidence that they have accumulated a total of 80 credits or more, studying different courses of the sort listed below:
  - (1) University level credit courses at a university or an open university; or
  - (2) Continuing education credit courses at a junior college, tertiary college, or university; or
  - (3) Non-formal education programs accredited by the Ministry of Education; or
  - (4) Vocational continuing education credit courses at the junior college, tertiary college, or university education level offered by a vocational training institute which have been accredited by the Ministry of Education; or
  - (5) Vocational continuing education credit courses offered by a junior college, tertiary college, or university.
9. A person who has worked in a related field for five years or more after obtaining their senior secondary school diploma, and been reviewed and given approval by a particular university's admission committee or a joint admission committee.
10. For a student who undertook but did not complete a comprehensive educational program implemented in accordance with the Arts Education Act and is able to provide a certificate of attendance, the provisions of Subparagraphs 3 and 4 shall apply, mutatis mutandis, depending on whether the student undertook a five-year junior college or a university bachelor's degree program.

A student who obtained the course credits stipulated in Subparagraph 8 Item (2) of the preceding paragraph after the revised Continuing Education Regulations for Junior Colleges and Universities took effect on July 13, 2011 and before these Standards were revised and came into effect on January 24, 2013 is not subject to the age limit of 22 years.

#### 第四條

- 一、具下列資格之一者，得以同等學力報考大學學士班（不包括二年制學士班）轉學考試，轉入二年級或三年級：
  - (一) 學士班肄業學生有下列情形之一，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單：
    1. 修業累計滿二個學期以上者，得轉入二年級上學期。
    2. 修業累計滿三個學期以上者，得轉入二年級下學期。
    3. 修業累計滿四個學期以上者，得轉入三年級上學期。



4. 修業累計滿五個學期以上者，得轉入三年級下學期。
- (二) 大學二年制學士班肄業學生，修滿一年級上學期，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
  - (三) 專科學校學生有下列情形之一：
    1. 取得專科學校畢業證書或專修科畢業。
    2. 修滿規定修業年限之肄業學生，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
  - (四) 自學進修學力鑑定考試通過，持有專科學校畢業程度學力鑑定通過證書。
  - (五) 符合年滿二十二歲、高級中等學校畢（結）業或修滿高級中等學校規定修業年限資格之一，並修習下列不同科目課程累計達八十學分以上，持有學分證明：
    1. 大學或空中大學之大學程度學分課程。
    2. 專科以上學校推廣教育學分班課程。
    3. 教育部認可之非正規教育課程。
    4. 職業訓練機構開設經教育部認可之專科以上教育階段職業繼續教育學分課程。
    5. 專科以上學校職業繼續教育學分課程。
  - (六) 空中大學肄業全修生，修得三十六學分者，得報考性質相近學系二年級，修得七十二學分者，得報考性質相近學系三年級。
- 二、具下列資格之一者，得報考大學二年制學士班轉學考試，轉入一年級下學期：
- (一) 大學學士班（不包括空中大學）肄業學生，修滿三年級上學期，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
  - (二) 大學二年制學士班肄業學生，修業累計滿一個學期者，持有修業證明書、轉學證明書或休學證明書，並檢附歷年成績單。
- 三、具下列資格之一者，得報考學士後學士班轉學考試，轉入二年級：
- (一) 取得碩士以上學位。
  - (二) 取得學士學位後，並修習下列不同科目課程達二十學分以上，持有學分證明：
    1. 大學或空中大學之大學程度學分課程。
    2. 專科以上學校推廣教育學分班課程。
    3. 教育部認可之非正規教育課程。
    4. 職業訓練機構開設經教育部認可之專科以上教育階段職業繼續教育學分課程。
    5. 專科以上學校職業繼續教育學分課程。
- 四、依藝術教育法實施一貫制學制肄業學生，持有修業證明者，依其修業情形屬大學學士班或五年制專科學校，準用第一項第一款、第三款及第二項第一款規定。
- 五、專科以上學校推廣教育實施辦法中華民國一百年七月十三日修正施行後，至一百零二年六月十三日前，已修習第一項第五款第二目所定課程學分者，不受二十二歲年齡限制。
- 六、轉學考生報考第一項及第二項轉學考試，依原就讀學校及擬報考學校之雙重學籍規定，擬於轉學錄取時選擇同時就讀者，得僅檢附歷年成績單。

Article 4

A person who satisfies any of the following eligibility criteria is considered to have equivalent scholastic ability and may take an examination to transfer into the second or third year of a university bachelor's degree program (not including two-year bachelor's degree programs), as appropriate:

1. The student has not completed a bachelor's degree program and is in one of the following categories, and is able to provide a certificate of attendance, transfer certificate, or leave-from-studies certificate, each with a transcript of their results for all academic years attached:
  - (1) A transferring student whose completed studies accumulated together add up to two or more semesters may transfer into the first semester of the second year.
  - (2) A transferring student whose completed studies add up to three or more semesters may transfer into the second semester of the second year.
  - (3) A transferring student whose completed studies accumulated together add up to four or more semesters may transfer into the first semester of the third year.
  - (4) A transferring student whose completed studies add up to five or more semesters may transfer into the second semester of the third year.
2. The student has not completed a two-year bachelor's degree program but completed the first semester of the first year of the program and is able to provide a certificate of attendance, transfer certificate, or leave-from-studies certificate, each with a transcript of their results for all academic years attached.
3. A junior college student in one of the following categories:
  - (1) The student has been awarded a junior college diploma or graduated from a vocational training program; or
  - (2) The student studied for the prescribed number of years but did not complete the prescribed program, and is able to provide a certificate of attendance, transfer certificate, or leave-from-studies certificate, together with a transcript of their results for all academic years attached.
4. The person passed the Self-study Academic Ability Assessment Examination and is able to provide a certificate attesting that their academic ability is equivalent to junior college level.
5. The person is aged at least 22 years; or graduated from senior secondary school (or completed senior secondary school education); or completed the prescribed program length of study at a senior secondary school; and is also able to provide documentary evidence that they have accumulated a total of 80 credits or more, studying different courses of the sort listed below:
  - (1) University level credit courses at a university or an open university; or
  - (2) Continuing education credit courses at a junior college, tertiary college, or university; or
  - (3) Non-formal education programs accredited by the Ministry of Education; or
  - (4) Vocational continuing education credit courses at the junior college, tertiary college, or university education level offered by a vocational training institute which have been accredited by the Ministry of Education; or
  - (5) Vocational continuing education credit courses offered by a junior college, tertiary college, or university.

6. A fulltime student at an open university who has not completed their program but has completed 36 credits may take an entrance examination to begin studying at the second-year level of a program in a university department of a similar nature to the open university department they were formerly studying in; a fulltime student at an open university who has not completed their program but has completed 72 credits may take an entrance examination to begin studying at the third-year level of a program in a university department of a similar nature.

A student who satisfies one of the following criteria may take an examination to transfer into a two-year bachelor's degree program, and if they are admitted, they may transfer into the second semester of the first year of the university program:

1. The student did not complete a bachelor's degree program at a university (not including an open university) but completed first semester of third year of the program and is able to provide a certificate of attendance, transfer certificate, or leave-from-studies certificate, each with a transcript of their results for all academic years attached; or
2. The student did not complete a two-year bachelor's degree program but their completed studies accumulated together add up to one semester and the student is able to provide a certificate of attendance, transfer certificate, or leave-from-studies certificate, each with a transcript of their results for all academic years attached.

A person who satisfies one of the following criteria may take an examination to transfer into a post-baccalaureate bachelor's degree program, and if they are admitted they may transfer into the second year of the program:

1. The student has a master's degree or a doctorate; or
2. The student is able to provide documentary evidence that they accumulated a total of 20 credits or more studying different courses of the sort listed below, after obtaining a bachelor's degree:
  - (1) University level credit courses at a university or an open university; or
  - (2) Continuing education credit courses at a junior college, tertiary college, or university; or
  - (3) Non-formal education programs accredited by the Ministry of Education; or
  - (4) Vocational continuing education credit courses at the junior college, tertiary college, or university education level offered by a vocational training institute which have been accredited by the Ministry of Education; or
  - (5) Vocational continuing education credit courses offered by a junior college, tertiary college, or university.

If a student undertook but did not complete a comprehensive educational program implemented in accordance with the Arts Education Act and they are able to provide a certificate of attendance, the provisions of Paragraph 1, Subparagraphs 1 and 3, and Paragraph 2, Subparagraph 1 apply, mutatis mutandis, depending on whether the student was formerly undertaking a five-year junior college or a university bachelor's degree program.

A student who earned the course credits stipulated in Paragraph 1, Subparagraph 5, Item (2) after the promulgation of the revised Continuing Education Regulations for

Junior Colleges and Universities on July 13, 2011 and before June 13, 2013 is not subject to the age limit of 22 years.

A transferring student who is taking the transfer examination(s) referred to in Paragraph 1 and/or Paragraph 2 and who, if admitted, plans to enroll in courses at both their former college or university and at the one that they are transferring into, in accordance with the regulations of each of the educational institutions governing dual enrollments, may provide just a transcript of their results for all academic years.

第五條

具下列資格之一者，得以同等學力報考大學碩士班一年級新生入學考試：

- 一、在學士班肄業，僅未修滿規定修業年限最後一年，因故退學或休學，自規定修業年限最後一年之始日起算已滿二年，持有修業證明書或休學證明書，並檢附歷年成績單。
- 二、修滿學士班規定修業年限，因故未能畢業，自規定修業年限最後一年之末日起算已滿一年，持有修業證明書或休學證明書，並檢附歷年成績單。
- 三、在大學規定修業年限六年（包括實習）以上之學士班修滿四年課程，且已修畢畢業應修學分一百二十八學分以上。
- 四、取得專科學校畢業證書後，其為三年制者經離校二年以上；二年制或五年制者經離校三年以上；取得專科進修（補習）學校資格證明書、專科進修學校畢業證書或專科學校畢業程度學力鑑定通過證書者，比照二年制專科學校辦理。各校並得依實際需要，另增訂相關工作經驗、最低工作年資之規定。
- 五、下列國家考試及格，持有及格證書：
  - (一) 公務人員高等考試或一等、二等、三等特種考試及格。
  - (二) 專門職業及技術人員高等考試或相當等級之特種考試及格。
- 六、技能檢定合格，有下列資格之一，持有證書及證明文件：
  - (一) 取得甲級技術士證或相當於甲級之單一級技術士證後，從事相關工作經驗三年以上。
  - (二) 技能檢定職類以乙級為最高級別者，取得乙級技術士證或相當於乙級之單一級技術士證後，從事相關工作經驗五年以上。

Article 5

A person who satisfies any of the following eligibility criteria is considered to have adequate scholastic ability and may take the entrance examination for new students for the first year of master's degree programs:

1. A university student in a bachelor's degree program completed all but the final year of the prescribed program, but for some reason took leave or withdrew from their studies for at least two years since the first day of their final year of the prescribed program, and is able to provide a certificate of attendance, or a leave from studies certificate, each with a transcript of their results for all academic years attached;
2. A university student completed the prescribed bachelor's degree program but for some reason was not able to graduate, at least one full year before the last day of their final year of the prescribed program, and is able to provide a certificate of attendance, or a leave from studies certificate, each with a transcript of their results for all academic years attached;
3. The university student completed four years of a bachelor's degree program of six years or more (including practical training), and received at least 128 of the credits

required for graduation;

4. A person who was awarded a junior college diploma, at least two years previously after graduating from a three-year course; or at least three years previously after graduating from a two-year or five-year course; a person who was awarded a qualification certificate from a college of continuing (supplementary) education; or a college of continuing education graduation diploma, and is able to provide a certificate attesting that their academic ability is equivalent to junior college level is to be dealt with in the same way as a person who attended a two-year junior college. Each college or university may also set additional regulations stipulating related work experience and the minimum number of such years worked, based on actual requirements.
5. The person has passed one of the following national examinations and is able to provide a certificate attesting this:
  - (1) Senior Civil Service Examination; or Level One, Level Two, or Level Three Special Civil Service Examination;
  - (2) Senior Professional and Technical Personnel Examination; or a Special Examination of an equivalent level;
6. The person is able to provide a certificate attesting that they have passed one of the following professional skill assessment tests:
  - (1) The person has obtained a Level A certified technician's certificate, or single-class certified technician's certificate equivalent to Level A, and has three or more years of related practical work experience; or
  - (2) Level B is the highest qualification available in their skill area and the person has obtained a certified technician's certificate, or a single-class certified technician's certificate equivalent to Level B, and has five or more years of related practical work experience.

第六條 曾於大學校院擔任專業技術人員、於專科學校或高級中等學校擔任專業及技術教師，經大學校級或聯合招生委員會審議通過，得以同等學力報考第二條、第三條及前條所定新生入學考試。

Article 6 A person who has been employed as a professional technician at a university or tertiary college, or as a teacher of professional or technical subject(s) at a junior college or senior secondary school who has been reviewed and given approval by a particular university's admission committee or by a joint admission committee will be considered to have an adequate scholastic ability and may take the entrance examinations for new students referred to in Article 2, Article 3, or the previous article, as appropriate.

第七條 大學經教育部核可後，就專業領域具卓越成就表現者，經校級或聯合招生委員會審議通過，得准其以同等學力報考第二條、第三條及第五條所定新生入學考試。

Article 7 A person who has exceptional achievements in their professional field, and has received approval from the Ministry of Education, and been reviewed and given approval by a particular university's admission committee or by a joint admission committee will be considered to have an adequate scholastic ability and may take the entrance examinations for new students referred to in Article 2, Article 3, and Article

5, as appropriate.

## 第八條

- 一、具下列資格之一者，得以同等學力報考大學博士班一年級新生入學考試：
  - (一) 碩士班學生修業滿二年且修畢畢業應修科目與學分（不包括論文），因故未能畢業，經退學或休學一年以上，持有修業證明書或休學證明書，及檢附歷年成績單，並提出相當於碩士論文水準之著作。
  - (二) 逕修讀博士學位學生修業期滿，未通過博士學位候選人資格考核或博士學位考試，持有修業證明書或休學證明書，及檢附歷年成績單，並提出相當於碩士論文水準之著作。
  - (三) 修業年限六年以上之學系畢業獲有學士學位，經有關專業訓練二年以上，並提出相當於碩士論文水準之著作。
  - (四) 大學畢業獲有學士學位，從事與所報考系所相關工作五年以上，並提出相當於碩士論文水準之著作。
  - (五) 下列國家考試及格，持有及格證書，且從事與所報考系所相關工作六年以上，並提出相當於碩士論文水準之著作：
    1. 公務人員高等考試或一等、二等、三等特種考試及格。
    2. 專門職業及技術人員高等考試或相當等級之特種考試及格。
- 二、前項各款相當於碩士論文水準之著作，由各大學自行認定；其藝術類或應用科技類相當於碩士論文水準之著作，得以創作、展演連同書面報告或以技術報告代替。
- 三、第一項第三款所定有關專業訓練及第四款、第五款所定與所報考系所相關工作，由學校自行認定。

## Article 8

A person who satisfies any of the following eligibility criteria is considered to have an equivalent level of education and may take the entrance examination for new-students for the first year of a doctorate program:

1. The person has completed two years of a master's degree program and all the prescribed program subjects and received the required credits (not including a thesis) but for some reason was not able to graduate and for some reason took leave or withdrew from their studies for one year or more, and is able to provide a certificate of attendance, or leave from studies certificate, each with a transcript of their results for all academic years attached, and submits an example of their written work with the quality of a master's thesis;
2. The person has completed a doctorate program but did not pass the doctorate degree candidate qualification examination or doctorate degree examination and is able to provide a certificate of attendance, or leave from studies certificate, each with a transcript of their results for all academic years attached, and submits an example of their written work with the quality of a master's thesis;
3. The person has been awarded a bachelor's degree in a department that requires six or more years of study, has received two or more years of professional training, and submits an example of their written work with the quality of a master's thesis;
4. The person has graduated from a university and has a bachelor's degree, has five or more years of practical experience related to their field of study, and submits an example of their written work with the quality of a master's thesis; or
5. The person has passed any of the following national examinations and is able to

provide a certificate attesting this, has six or more years of practical experience related to their field of study, and submits an example of their written work with the quality of a master's thesis:

- (1) Senior Civil Service Examination; or Level One, Level Two, or Level Three Special Civil Service Examination;
- (2) Senior Professional and Technical Personnel Examination; or a Special Examination of an equivalent level;

The example of their written work with the quality of a master's thesis referred to in each subparagraph of the paragraph above shall be independently assessed by the university involved. An example of their creative work such as an exhibition or performance with a written report, or a technical report relating to their work in an applied technologies field may be submitted in place of an example of written work with the quality of a master's thesis.

The professional training referred to in Paragraph 1, Subparagraph 3, and the practical experience related to the individual's field of study referred to in Paragraph 1, Subparagraphs 4 and 5 shall be independently assessed by the university involved.

## 第九條

- 一、持國外或香港、澳門高級中等學校學歷，符合大學辦理國外學歷採認辦法或香港澳門學歷檢覈及採認辦法規定者，得準用第二條第一款規定辦理。
- 二、畢業年級相當於國內高級中等學校二年級之國外或香港、澳門同級同類學校畢業生，得以同等學力報考大學學士班一年級新生入學考試。但大學應增加其畢業應修學分，或延長其修業年限。
- 三、畢業年級高於相當國內高級中等學校之國外或香港、澳門同級同類學校肄業生，修滿相當於國內高級中等學校修業年限以下年級者，得準用第二條第一款規定辦理。
- 四、持國外或香港、澳門學士學位，符合大學辦理國外學歷採認辦法或香港澳門學歷檢覈及採認辦法規定者，得準用前條第一項第三款及第四款規定辦理。
- 五、持國外或香港、澳門專科以上學校畢（肄）業學歷，其畢（肄）業學校經教育部列入參考名冊或為當地國政府權責機關或專業評鑑團體所認可，且入學資格、修業年限及修習課程均與我國同級同類學校規定相當，並經大專校級或聯合招生委員會審議後認定為相當國內同級同類學校修業年級者，得準用第二條第二款、第三條第一項第一款至第四款、第四條第一項第一款至第三款、第二項與第三項第一款、第五條第一款至第四款及前條第一項第一款與第二款規定辦理。
- 六、持前項香港、澳門學校副學士學位證書及歷年成績單，或高級文憑及歷年成績單，得以同等學力報考科技大學、技術學院二年制學士班一年級新生入學考試。
- 七、第五項、前項、第十項及第十二項所定國外或香港、澳門學歷（力）證件、成績單或相關證明文件，應經我國駐外機構，或行政院在香港、澳門設立或指定機構驗證。
- 八、臺灣地區與大陸地區人民關係條例中華民國八十一年九月十八日公布生效後，臺灣地區人民、經許可進入臺灣地區團聚、依親居留、長期居留或定居之大陸地區人民、外國人、香港或澳門居民，持大陸地區專科以上學校

畢（肄）業學歷，且符合下列各款資格者，得準用第二條第二款、第三條第一項第一款至第四款、第五條第一款至第四款及前條第一項第一款與第二款規定辦理：

(一) 其畢（肄）業學校經教育部列入認可名冊，且無大陸地區學歷採認辦法第八條不予採認之情形。

(二) 其入學資格、修業年限及修習課程，均與臺灣地區同級同類學校規定相當，並經各大學招生委員會審議後認定為相當臺灣地區同級同類學校修業年級。

九、持大陸地區專科以上學校畢（肄）業學歷，符合大陸地區學歷採認辦法規定者，得準用第四條第一項第一款至第三款、第二項及第三項第一款規定辦理。

十、持國外或香港、澳門學士學位，其畢業學校經教育部列入參考名冊或為當地國政府權責機關或專業評鑑團體所認可，且入學資格、修業年限及修習課程均與我國同級同類學校規定相當，並經大學校級或聯合招生委員會審議後認定為相當國內同級同類學校修業年級者，或持大陸地區學士學位，符合大陸地區學歷採認辦法規定者，修習第四條第三項第二款之不同科目課程達二十學分以上，持有學分證明，得報考學士後學士班轉學考試，轉入二年級。

十一、持前三項大陸地區專科以上學校畢（肄）業學歷報考者，其相關學歷證件及成績證明，應準用大陸地區學歷採認辦法第四條規定辦理。

十二、持國外或香港、澳門相當於高級中等學校程度成績單、學歷（力）證件，及經當地政府教育主管機關證明得於當地報考大學之證明文件，並經大學校級或聯合招生委員會審議通過者，得以同等學力報考大學學士班（不包括二年制學士班）一年級新生入學考試。但大學得視其於國外或香港、澳門之修業情形，增加其畢業應修學分或延長其修業年限。

#### Article 9

The provisions of Article 2, Subparagraph 1 may also be applied, *mutatis mutandis*, for a person who received secondary school education in a foreign country, or Hong Kong, or Macao and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, or those of the Regulations Regarding the Assessment and Recognition of Academic Credentials for the Hong Kong and Macao Areas.

A student who graduated in a foreign country, Hong Kong, or Macao from a senior secondary school whose graduating year is academically equivalent to the second grade of a senior secondary school in Taiwan of a comparable academic level and nature is considered to have adequate academic ability and may take the entrance examination for new students for university bachelor's degree programs. However, the university shall increase the number of credits required for such students to graduate or extend the prescribed length of their program.

The provisions of Article 2, Subparagraph 1 may also apply, *mutatis mutandis*, to a student who attended a school in a foreign country, Hong Kong, or Macao of a comparable academic level and nature to senior secondary schools in Taiwan, but which requires more years of study to complete than senior secondary schools in Taiwan do, and who did not complete their secondary studies there but completed grades/years of study equivalent to particular grades/years of the prescribed senior



secondary school program in Taiwan.

The provisions of Paragraph 1, Subparagraphs 3 and 4 of the preceding article may also apply, *mutatis mutandis*, to a person who was awarded a bachelor's degree in a foreign country, Hong Kong, or Macao and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education, or those of the Regulations Regarding the Assessment and Recognition of Academic Credentials for the Hong Kong and Macao Areas.

The provisions of Article 2, Subparagraph 2; Article 3, Paragraph 1, Subparagraphs 1 to 4; Article 4, Paragraph 1, Subparagraphs 1 to 3, Paragraph 2, and Paragraph 3, Subparagraph 1; Article 5, Subparagraphs 1 to 4; and Paragraph 1, Subparagraphs 1 and 2 of the preceding article may also apply, *mutatis mutandis*, for a student with an academic record of graduating from (or not yet completing a program at) a junior college or higher level educational institution in a foreign country, Hong Kong, or Macao which is included in the Ministry of Education List of Recognized Higher Education Institutions or which has been accredited by an organization authorized by the government where it is located, or by a professional accreditation body, if the educational institution's enrollment eligibility criteria, length of prescribed programs, and curricula are all equivalent to those specified in regulations governing educational institutions of the same level and nature in Taiwan, and the educational standard of its students has been reviewed by the admission committee of a particular university or by a joint admission committee and been determined to be equivalent to that provided by an educational institution of the same level and nature in Taiwan.

A person who was awarded an associate degree and was issued a transcript of their results for all academic years, or was issued an advanced diploma and a transcript of their results for all academic years by such an educational institution in Hong Kong or Macao as referred to in the previous paragraph, is considered to have adequate academic ability and may take the entrance examination for new students for the first year of two-year bachelor's degree programs at a university of science and technology, or an institute of technology.

The academic credentials, records of academic performance (ability), and transcripts of results, or related documentary evidence issued in a foreign country, Hong Kong, or Macao referred to in Paragraph 5, the previous paragraph, Paragraph 10, and/or Paragraph 12 shall each be examined and verified by an overseas representative office of the ROC, or by an agency in Hong Kong or Macao established or designated by the ROC Executive Yuan.

Since the Act Governing Relations between Peoples of Taiwan Area and Mainland Area was promulgated and took effect on September 18, 1992, the provisions of Article 2, Subparagraph 2; Article 3, Paragraph 1, Subparagraphs 1 to 4; Article 5, Subparagraphs 1 to 4; and of Paragraph 1, Subparagraphs 1 and 2 of the preceding Article may also be applied, *mutatis mutandis*, to people from the Taiwan Area, and people from the Mainland China area, foreigners, or residents of Hong Kong or Macao who have been given permission to enter Taiwan for family reunification, as

relative-sponsored residents, for long-term residence, or settlement who have an academic record of graduating from (or did not complete the program at) a junior college or higher level educational institution in Mainland China which meets the following criteria:

1. The educational institution is included in the Ministry of Education List of Recognized Higher Education Institutions in Mainland China and does not have any of the precluding characteristics set out in the provisions of Article 8 of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area.
2. The educational institution's enrollment eligibility criteria, length of prescribed programs, and curricula are all equivalent to those specified in regulations governing educational institutions of the same level and nature in Taiwan, and the educational program(s) provided must have been reviewed and determined by the Admission Committee of a university in Taiwan to be equivalent to those provided by an educational institution of the same level and nature in Taiwan.

The provisions of Article 4, Paragraph 1, Subparagraphs 1 to 3; Paragraph 2; and Paragraph 3, Subparagraph 1 may also be applied, *mutatis mutandis*, to a person who graduated from (or did not complete the program at) a junior college or higher level educational institution in the Mainland China area and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area.

If a person has a bachelor's degree awarded in a foreign country, Hong Kong, or Macao and has academic records of graduating from (or not yet completing a program at) a higher educational institution in a foreign country, Hong Kong, or Macao which is included in the Ministry of Education List of Recognized Higher Education Institutions, or which has been accredited by an organization authorized by the government where it is located, or by a professional accreditation body, and if that educational institution's enrollment eligibility criteria, length of prescribed programs, and curricula are all equivalent to those specified in regulations governing educational institutions of the same level and nature in Taiwan, and the educational standard of its students has been reviewed by the admission committee of a particular university or by a joint admission committee and been determined to be equivalent to that provided by an educational institution of the same level and nature in Taiwan; or if a person has a bachelor's degree awarded by a higher educational institution in the Mainland China Area and satisfies the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area, and if the person is able to provide documentary evidence that they have accumulated a total of 20 credits or more studying different courses of the sort listed in the provisions of Article 4, Paragraph 3, Subparagraph 2, then the person may take an examination to transfer into a post-baccalaureate bachelor's degree program, and if they are admitted they may transfer into the second-year of the program.

The provisions of Article 4 of the Regulations Regarding the Assessment and Recognition of Academic Credentials from the Mainland Area shall be applied,

mutatis mutandis, regarding the academic credentials and records referred to in the preceding three paragraphs if a person who graduated from (or did not complete the program at) a junior college or higher level educational institution in the Mainland China area wants to take a university entrance examination.

If a person is able to provide transcripts of their results, and records of academic performance (ability) issued in a foreign country, Hong Kong, or Macao indicating that they have received an education equivalent to completing secondary school and is also able to provide documentary evidence that was issued by the competent education authority of the government in that location that the person may take the local entrance examination for new students for university bachelor's degree programs, and that documentary evidence has been reviewed and endorsed by the admission committee of a particular university or by a joint admission committee, then the person may take the entrance examination for new students for university bachelor's degree programs (not including two-year bachelor's degree programs). However, the university may, after taking into consideration a person's academic performance in a foreign country, Hong Kong, or Macao, increase the number of credits required for such a student to graduate or extend the prescribed length of their program or extend the prescribed length of their program.

第十條 軍警校院學歷，依教育部核准比敘之規定辦理。

Article 10 For a student who has studied at a military or police college or academy, the relevant authorized MOE regulations governing comparative educational levels apply.

第十一條 本標準所定年數起迄計算方式，除下列情形者外，自規定起算日，計算至報考當學年度註冊截止日為止：

- 一、離校或休學年數之計算：自歷年成績單、修業證明書、轉學證明書或休學證明書所載最後修滿學期之末日，起算至報考當學年度註冊截止日為止。
- 二、專業訓練及從事相關工作年數之計算：以專業訓練或相關工作之證明上所載開始日期，起算至報考當學年度註冊截止日為止。

Article 11 When some number of years is stipulated in these Standards, the period is calculated from the stipulated beginning date until the latest date on which students can enroll for the academic year for which the student took the entrance examination, with the exception of the two instances set out below:

1. To determine the number of years a person has discontinued or taken leave from formal study: count from the end-date of the last semester that the student completed, as recorded in the transcript of their results for all academic years, certificate of attendance, or transfer certificate, until the latest date on which students can enroll for the academic year for which the student took the entrance examination.
2. To determine the number of years of professional training and related work: count from the starting date recorded on the professional training related certificate or on a certificate attesting the related work experience, to the latest date on which students can enroll for the academic year for which the student took the entrance examination.

第十二條 本標準自發布日施行。

Article 12 These Standards shall take effect from the date of promulgation.

## 2. 外國學生來臺就學辦法[節錄]

### Regulations Regarding International Students Undertaking Studies in Taiwan [Excerpts]

中華民國一百一十一年十二月二十九日

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

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

#### 第二條

一. 具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本辦法規定申請入學：

(一) 未曾以僑生身分在臺就學。

(二) 未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。

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

(一) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

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

(三) 前二款均應符合前項第一款及第二款規定。

三. 依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經主管教育行政機關核准，得不受前二項規定之限制。

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

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

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

(二) 就讀本部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。

(三) 交換學生，其交換期間合計未滿二年。

(四) 經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。

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

Article 2 A person of foreign nationality who has never held Republic of China ("R.O.C.") nationality and who meets the following requirements is permitted to apply for

admission to an educational institution, in accordance with the provisions of these Regulations:

1. The person has never undertaken studies in Taiwan as an overseas Chinese student.
2. The person has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

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

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

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

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

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

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

2. spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas;
3. spent a total period of less than two years in Taiwan as an exchange student; or
4. spent a total period of less than two years undertaking an internship that they came to Taiwan to undertake with the approval of the designated central competent authority.

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

### 第三條

- 一. 具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者，得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上。
- 二. 前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前條第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入前項連續居留期間計算。
- 三. 曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者，得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上。
- 四. 前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前條第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外連續居留期間計算。
- 五. 第一項及第三項所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。
- 六. 第一項至第四項所定海外，準用前條第五項規定。

### Article 3

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

The term “resided [...] continuously” in the preceding paragraph means that a person did not spend more than a total of 120 days in Taiwan in each calendar year.

However, this restriction does not apply if a person can present documentary proof that any of the circumstances listed in Paragraph 5, Subparagraphs 1 to 4 of the previous article apply. The time that they spent in Taiwan in the ways listed is not counted when calculating the period of continuous residence referred to in the previous paragraph.

A person who was formerly from the Mainland Area and who has foreign nationality

and has never had household registration in Taiwan, and who at the time of their application has resided overseas continuously for at least six years may apply for admission to an educational institution, in accordance with the provisions of these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

The term “resided [...] continuously” in the preceding paragraph means that a person did not spend more than a total of 120 days in Taiwan in each calendar year.

However, this restriction does not apply if a person can present documentary proof that any of the circumstances listed in Paragraph 5, Subparagraphs 1 to 4 of the previous article apply. The time that they spent in Taiwan in the ways listed is not counted when calculating the period that they resided continuously overseas referred to in the previous paragraph.

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

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

#### 第四條

- 一. 外國學生依前二條規定申請來臺就學，以一次為限；其繼續在臺就學者，入學方式應與我國內一般學生相同。但下列情形，不在此限：
  - (一) 於完成申請就學學校學程後，申請碩士班以上學程，逕依各校規定辦理。
  - (二) 外國學生申請來臺就讀學士班以下學程，在國內停留未滿一年，因故退學或喪失學籍，得重新申請來臺就學，並以一次為限。
- 二. 外國學生經入學學校以操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得再依前項規定申請入學。

#### Article 4

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

1. If an international student is applying for admission to a master's degree or higher level program after completing the course of study at the educational institution to which they originally applied, the university to which the student is now applying shall handle the application in accordance with its regulations;
2. If an international student applied to come to Taiwan to undertake a bachelor's degree or lower level program in Taiwan and after coming to Taiwan stayed for less than one year for some reason then discontinued their studies or forfeited their student status, that student may lodge another application to come to Taiwan to study, but only one such re-application is permitted.

If an educational institution in Taiwan where an international student was studying considers that their conduct or academic performance was unsatisfactory, or if the

student seriously violated any ordinances or the regulations of the educational institution and the circumstances were serious and as a result, in accordance with the provisions of its regulations governing student awards and penalties had to discontinue their studies or forfeited their status as a registered student, the student is not permitted to re-apply to study in Taiwan on the basis of the provisions of the previous paragraph.

#### 第五條

- 一. 大學及專科學校二年制（以下簡稱大專校院）實際招收入學之外國學生，其名額以本部核定該校前一學年度招生名額外加百分之十為原則，並應併入當學年度招生總名額報本部核定；申請招收外國學生名額超過前一學年度核定招生名額外加百分之十者，應併同提出增量計畫（包括品質控管策略及配套措施）報本部核定。但國內大學與外國大學合作並經本部專案核定之學位專班，不在此限。
- 二. 專科學校五年制及高級中等以下學校實際招收入學之外國學生，其名額以各主管教育行政機關核定該校前一學年度招生名額外加百分之十為限，並應併入當學年度招生總名額報各主管教育行政機關核定。
- 三. 大專校院於前一學年度核定招生總名額內，有本國學生未招足情形者，得以外國學生名額補足，並應報本部核定。
- 四. 第一項及第二項招生名額，不包括未具正式學籍之外國學生。

#### Article 5

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

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

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



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

## 第六條

- 一、大專校院招收外國學生入學各年級，應擬訂公開招生規定報本部核定，其內容應包括招生方式、入學資格審查程序、學系（程）授課語言、學生應具備之語文能力基準、財力證明基準及其他相關事項。
- 二、前項招生規定經本部核定後，大專校院應自行訂定外國學生招生簡章，詳列招生方式、入學資格審查程序、招生學系（程）、各學系（程）授課語言、學生應具備之語文能力基準、修業年限、招生名額、申請資格、財力證明基準、學雜費收退費基準、學校獎助學金資訊及其他相關事項。
- 三、大專校院辦理外國學生招生事務，除宣傳推廣及協助學生辦理來臺相關必要程序外，不得委由校外機構、法人、團體或個人辦理；並應適時確認其是否向外國學生收取不合理之費用、成立借貸關係或其他違反相關法令之情形，必要時得向申請之外國學生查核。
- 四、大專校院自行或委由校外機構、法人、團體或個人辦理外國學生招生相關事項，不得提供與招生規定、招生簡章或相關規定不一致之資訊。

## Article 6

A university or tertiary college that recruits and admits international students into any year of its programs shall draw up its own related admission regulations to be made public and submit them to the Ministry of Education for approval. The contents shall include its recruitment method(s), admission eligibility review procedure, teaching language(s) used by departments (programs), student language proficiency criteria, proof of financial resources criteria, and other related matters. After the admission regulations referred to in the preceding paragraph have been approved by the Ministry of Education, each university or tertiary college shall formulate its own admission guidelines for international students that give details of its recruitment method(s), admission eligibility review procedure, the departments (programs) that may admit international students, teaching language(s) used by each of those departments (programs), student language proficiency criteria, the maximum number of years in which each program must be completed, admission quotas, eligibility criteria to apply for admission, proof of financial resources criteria, tuition and miscellaneous fee collection and refund criteria, information about scholarships and/or grants provided by the educational institution, and other related matters.

Universities and tertiary colleges that handle the recruitment of international students are not permitted to commission any external institution, legal person, group, or individual to handle related matters except publicity and promotion, and to assist students coming to Taiwan undertake the necessary related procedures. In due course each university and tertiary college shall also verify whether any commissioned party has collected any unreasonable fees from international students, established any loan relationship with any international student, or whether any other violation of related ordinances has occurred, and when necessary, it may check details with international student(s) who are applying for admission.

When a university or tertiary college handles matters related to the admission of

international students itself or it commissions an external institution, legal person, group, or individual to do so, it is not permitted to provide any information that is inconsistent with its admission regulations, admission guidelines, or any related regulations.

#### 第七條

- 一. 申請入學大專校院之外國學生，應於各校院指定期間，檢附下列文件，逕向各該校院申請入學，經審查或甄試合格者，發給入學許可：
  - (一) 入學申請表。
  - (二) 學歷證明文件：
    1. 大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。
    2. 香港或澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。
    3. 其他地區學歷：
      - (1) 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。
      - (2) 前二目以外之國外地區學歷，應依大學辦理國外學歷採認辦法規定辦理。但設校或分校於大陸地區之外國學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。
  - (三) 足夠在臺就學之財力證明，或政府、大專校院或民間機構提供全額獎助學金之證明。
  - (四) 申請學校所規定之其他文件。
- 二. 各校審核外國學生之入學申請時，對前項第二款至第四款未經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求經驗證；其業經驗證者，得請求協助查證。
- 三. 第一項入學許可應載明外國學生之姓名、就讀學程名稱、學位別、授課語言、入學之學年、學期開始日期、學雜費收退費基準、獎助學金及其他應告知外國學生之相關資訊之中文及英文版本，確認外國學生瞭解來臺就學相關權利義務，並得提供外國學生母國語言版本。

#### Article 7

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

1. An enrollment application form
2. Academic credentials:
  - (1) Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.
  - (2) Academic credentials from Hong Kong or Macao: shall be handled in accordance with the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.
  - (3) Academic credentials from other areas:
    - A. Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

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

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

4. Other documents required by the educational institution being applied to.

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

The admission notice referred to in Paragraph 1 shall set out in detail in both Chinese and English the name of the international student, the name of their program of study, the degree level, the language of instruction, the academic year of enrollment, the date the semester begins, the tuition and miscellaneous fee collection and refund criteria, any scholarship or grant awarded to the student, and any other pertinent information that international students must be notified of, and verify that international students studying in Taiwan understand their associated rights and obligations. A university or tertiary college institution may provide versions of these details in other mother languages of its international students.

第 7-1 條 外國學生所繳入學證明文件有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，應由學校撤銷其畢業資格並註銷其學位證書。

Article 7-1 An international student who submits any certificate or document as part of their application for admission to an educational institution that is found to be forged, fabricated, or that has been altered in some way shall have their enrollment eligibility revoked. If the student has already registered and begun classes, their registration as a current student shall be cancelled and they will not be awarded any certification whatsoever regarding their related academic undertakings. If any such circumstances are first discovered after a student has already graduated, the educational institution shall revoke the former student's eligibility to graduate and shall require any degree already awarded to be returned and shall rescind it.

第八條

- 一. 外國學生已在臺完成學士以上學位，繼續申請入學碩士以上學程者，得檢具我國各校院畢業證書及歷年成績證明文件，依第七條規定申請入學，不受第七條第一項第二款規定之限制。
- 二. 外國學生在我國就讀外國僑民學校或我國高級中等學校附設之雙語部（班）或私立高級中等學校外國課程部班畢業者，得持該等學校畢業證書及歷年成績證明文件，依第七條規定申請入學，不受第四條第一項及第七條第一項第二款規定之限制。

Article 8 An international student who has completed a bachelor's degree or a higher degree in Taiwan and is applying to be admitted to do a master's degree program or a higher degree may submit copies of their graduation certificate from a university or tertiary college in Taiwan and transcripts for each year of their studies and apply in accordance with the provisions of Article 7 and is not subject to the provisions of Article 7, Paragraph 1, Item 2.

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

第九條 招收外國學生之大專校院，應即時於本部指定之外國學生資料管理資訊系統，登錄外國學生入學、轉學、休學、退學或變更、喪失學生身分等情事。

Article 9 A university or tertiary college that admits international students shall promptly register details of the following into the international student data management information system designated by the Ministry of Education: the international students admitted and registered, any transfer, deferral or abandonment of studies, and any change to or loss of student status.

第十條 外國學生不得申請就讀我國大專校院所辦理回流教育之進修學士班、碩士在職專班及其他僅於夜間、例假日授課之班別。但外國學生在臺已具有合法居留身分者或其就讀之班別屬經本部專案核准之課程者，不在此限。

Article 10 An international student is not permitted to apply to study any recurrent or continuing education bachelor's degree program or in-service master's degree program, or any other program which is only taught in the evening or during vacations, at a university or tertiary college in Taiwan. However, an international student who already has legitimate resident status or who is undertaking a program approved on a case by case basis by the Ministry of Education is not subject to this restriction.

第十一條 大專校院、專科學校五年制、高級中等以下學校之外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；已逾該學年第一學期修業期間三分之一者，於第二學期或下一學年註冊入學。但各主管教育行政機關另有規定者，不在此限。

Article 11 An international student who reports to register at a university or tertiary college, a five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school before it is already one-third of the way into the first

semester of the current academic year shall be registered for the first semester. If it is already more than one-third of the way into the first semester, the international student shall register for the second semester or the next academic year. However, this restriction does not apply if each competent education administrative authority has some provision that overrides it.

## 第十二條

- 一. 大學外國學生於我國大學畢業後，經學校核轉本部許可在我國實習者，其外國學生身分最長得延長至畢業後一年。
- 二. 外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但入學方式與我國內一般學生相同者，及依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍者，不在此限。
- 三. 於我國大專校院就讀之外國學生轉學，由各大專校院自行訂定相關規定，並納入招生規定報本部核定。但外國學生經入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入大專校院就讀。

## Article 12

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

An international student who has been permitted to undertake initial household registration, resident registration, naturalization, or restoration of R.O.C. nationality procedures during the course of their studies in Taiwan will forfeit their international student status and shall be dismissed by their educational institution. However, student whose application was handled in the same manner as the admission procedures for domestic students and who apply for naturalization to acquire the nationality of the ROC in accordance with Subparagraph 1 to 3, Paragraph 1, Article 4 of the Nationality Act is not subject to this requirement.

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

## 第十三條

- 一. 大專校院在不影響正常教學情況下，得與外國學校簽訂教育合作協議，招收外國交換學生；並得準用外國學生入學規定，酌收外國人士為選讀生。
- 二. 高級中等以下學校經各主管教育行政機關核准者，得招收外國學生來臺進行一年以下之短期研習。

## Article 13

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

regulations to accept suitable international students as non-degree students. With approval from each competent education administrative authority, senior secondary schools, junior high schools, and elementary schools may recruit international students for short-term periods of study in Taiwan of one year or less.

第十四條 各級學校因國際學術合作計畫或其他特殊需求成立外國學生專班者，應依各級學校總量發展規模與資源條件相關規定，經該管主管教育行政機關核轉本部核定。

Article 14 Educational institutions at all levels that establish programs exclusively for international students as part of an international academic cooperation program or to meet some other special need shall do so in accordance with the regulations governing overall scale of and resources for development of an educational institution at their level, and the competent education administrative authority will forward details of such programs for appraisal and approval by the Ministry of Education.

第十五條

- 一. 本部為獎勵就讀大專校院優秀外國學生，得設置或補助學校設置外國學生獎學金。
- 二. 大專校院為鼓勵外國學生來臺就學，得自行提撥經費設置外國學生獎學金、助學金。

Article 15 In order to provide incentive awards for outstanding international students who are studying at universities and tertiary colleges in Taiwan, the Ministry of Education may set up international student scholarships or may subsidize universities and tertiary colleges to do so.

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

第十六條

- 一. 大專校院應指定專責單位或人員負責辦理外國學生就學申請、輔導、聯繫等事項，並加強安排住宿家庭及輔導外國學生學習我國語文、文化等，以增進外國學生對我國之了解。
- 二. 大專校院應於每學年度不定期舉辦外國學生輔導活動或促進校園國際化，有助我國學生與外國學生交流、互動之活動。

Article 16 Universities and tertiary colleges shall designate units or personnel to be responsible for handling international student admission applications, counselling, and liaison matters. These units or personnel shall also boost the arrangement of homestay accommodation for international students, and of assistance for them to learn Mandarin Chinese and about Taiwan culture in order to better enhance their understanding of Taiwan.

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

## 第二十一條

一、外國學生就學應繳之費用，依下列規定辦理：

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

(二) 依教育合作協議入學者，依協議規定辦理。

(三) 前二款以外之外國學生，依其就讀學校所定外國學生收費基準，並不得低於同級私立學校收費基準。

二、本辦法中華民國一百年二月一日修正施行前已入學之學生，該教育階段應繳之費用，仍依原規定辦理。

### Article 21

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

1. Students who have been admitted to study in Taiwan in accordance with the provisions of the previous two articles, or who have received a MOFA Taiwan Scholarship following recommendation by an overseas mission, or who have the status of permanent residents in Taiwan shall pay tuition and other fees in accordance with the standard fees that their educational institution applies to domestic students.
2. Students admitted to an educational institution in Taiwan in accordance with an education cooperation agreement shall pay their tuition and other fees as specified in the agreement.
3. If an international student is not covered by the provisions of either of the preceding two subparagraphs, an educational institution may charge the student based on the standard tuition and other fees for international students that it has determined, and these are not permitted to be lower than the fees levied by other private educational institutions at the same level.

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

## 第二十二條

一、外國學生註冊時，新生應檢附已投保自入境當日起至少六個月效期之醫療及傷害保險，在校生應檢附我國全民健康保險等相關保險證明文件。

二、前項保險證明如為國外所核發者，應經駐外機構驗證。

### Article 22

When a new international student registers, they shall submit proof of being covered by a medical and injury insurance policy which is valid for at least six months from the date that they entered Taiwan. Current students shall present documentary proof that they have joined Taiwan's National Health Insurance Plan.

If the proof of insurance referred to in the previous paragraph was issued in a foreign country it shall be authenticated by an overseas mission.

## 第二十三條

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

### Article 23

If an investigation verifies that an international student has violated the provisions of the Employment Services Act, their educational institution, or the appropriate

competent authority shall immediately handle the matter in accordance with the regulations.

第二十四條 外國學生有休學、退學或變更、喪失學生身分等情事，學校應通報外交部領事事務局及學校所在地之內政部移民署各服務站，並副知本部。

Article 24 If an international student defers or abandons their studies, or if there is any change to or loss of their student status, their educational institution shall notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the service center(s) of the National Immigration Agency of the Ministry of the Interior where their educational institution is located, and send copies of these notifications to the Ministry of Education.

第二十五條

一、學校違反本辦法規定者，主管教育行政機關依相關法令規定處理。  
二、學校未依第二十三條規定處理者，各該主管教育行政機關並得視情形調整招收外國學生名額。

Article 25 If any educational is found to be in violation of any of the provisions of these Regulations, the competent education administrative authority shall deal with that educational institution in accordance with the provisions of the applicable ordinances.

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

第二十八條

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

Article 28 These Regulations shall take effect on August 1, 2012.

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



3. 靜宜大學學生獎助學金實施辦法

Providence University Implementation Regulations for Scholarships and Grants

**靜宜大學學生獎助學金實施辦法**

民國112年05月24日行政會議修正通過

- 第一條 為鼓勵優秀學生就讀本校，並協助學生在學期間之課業學習與研究，提高學術水準，特訂定「靜宜大學學生獎助學金實施辦法」(以下簡稱本辦法)。
- 第二條 本辦法總經費來源包含教育部補助款及學校配合款，適用對象不包括大陸地區學位生(以下簡稱陸生)，陸生獎學金辦法另訂之。
- 第一章 大學部新生
- 第三條 凡參加大學分發入學就讀本校且錄取學系採計之分科測驗考試成績兩科達前標、一科達均標者，第一學年發給學雜費同額獎學金。
- 第四條 凡以大學繁星推薦入學錄取本校任一學系，學科能力測驗檢定科目原始級分平均達13級分(無條件捨去)，且在校學業成績全校排名前20%者，或以大學申請入學錄取本校任一學系，學科能力測驗採計科目原始級分平均達13級分(無條件捨去)者，第一學年發給學雜費同額獎學金。
- 第五條 凡以四技二專甄選入學管道錄取本校任一學系，統一入學測驗原級分總和達65級分者，第一學年發給學雜費同額獎學金。
- 第六條 獲獎學生若在學期間無懲處紀錄且其前學年學業成績名列全班前三名者，第二至第四學年得續獲獎勵。
- 第七條 符合獎勵之新生，教務處應於開學一個月內將名單送交學生事務處，經簽請校長核定後由學生事務處憑以發放獎學金。
- 第二章 研究生
- 第八條 績優入學：限各系(所)碩士班錄取之學生，發給對象、金額由各系(所)決定之，錄取當學年度休學視同放棄獲獎資格。
- 系所獎助：研究生含碩士班、博士班學生在學期間，其發給獎項分獎學金及助學金兩類，發給對象、金額由各系(所)決定之。系所獎助之獎學金比例不得高於30%。
- 博士班入學獎勵：入學當學期發給獎學金。獲獎學生第二至第四學期，若在學期間無懲處紀錄且其前學期學業成績達75分以上者，得續獲獎勵。
- 校友入學獎勵：本校應屆畢業生或畢業校友於碩士就讀期間比照國立大學學雜費，至多四學期(不含休學)，減免金額以會計室當學年度公告為準。入學資格為在職生者不適用。
- 第九條 研究生於課餘時間，得支領助學金並協助教學相關工作(如課後輔導、協助專業教室、實驗室或儀器室管理，或其他學系指定工作)，金額由各系(所)決定發給。
- 第十條 各系所每年獎助學金總額依教務長、學務長、會計室主任及各院院長簽署之協議分配之。全校每年研究生獎助金總額介於600萬至1000萬之間為原則，由校長及會計室主任決定之。
- 第十一條 研究生亦得擔任兼任教學助理，任課鐘點費比照教學助理鐘點費計算，其預算由教務處編列，不屬於第十條所列之獎助學金額度。各系得專簽申請之。
- 第三章 僑生、外籍生及天主教神職人員

第十二條 本校僑生、外籍生及天主教神職人員獎助學金之頒給，悉依本章規定辦理。

第十三條 僑生及外籍生助學金辦法規定如下：

- 一、官方語言及通用語言非華語地區者，大學部外籍生申請入學前通過「國家華語測驗委員會華語能力檢定」進階級考試，或等同之華語能力檢定考試，或一年內修讀本校華語課程達450小時(含)以上(累計至申請截止日)，或經本校審查認定華語能力達上述標準者，第一學年可獲得學雜費同額助學金；碩士班學生可獲得學雜費同額助學金。
- 二、官方語言及通用語言非華語地區者，大學部外籍生申請入學前通過「國家華語測驗委員會華語能力檢定」基礎級考試，或等同之華語能力檢定考試，或一年內修讀本校華語課程達330小時(含)以上(累計至申請截止日)，或經本校審查認定華語能力達上述標準者，第一學年可獲得學費同額助學金；碩士班學生可獲得學費同額助學金。
- 三、經由本校國際專修部申請入學之僑生及外籍生，於國際專修部研習期間通過「國家華語測驗委員會華語能力檢定」測驗，得準用本辦法第十三條第一項及第二項規定，於正式轉入學士班後申請助學金。
- 四、僑外生申請全英語授課學位學程：
  - (一)官方語言及通用語言非英語系國家者，大學部通過托福測驗成績達 ITP500 (含)以上或等同之國際英語認證考試，或經本校審查認定英語能力達上述標準者，第一學年可獲得學費同額助學金。
  - (二)官方語言及通用語言非英語系國家者，碩士班通過托福測驗成績達 ITP550 (含)以上或等同之國際英語認證考試，或經本校審查認定英語能力達上述標準者，第一學年可獲學費同額助學金。
- 五、凡經海外聯合招生委員會或經本校單獨招生申請入學之學位僑生，大學部僑生新生(不含境外學分班學生)第一學年可獲得雜費同額助學金，學生由本校聯盟學校或機構推薦者可獲得學費同額助學金；碩士班新生可獲得學費同額助學金。非由上述管道入學之僑生，第一學年不核發助學金。
- 六、僑外生申請本校博士班，第一學年可獲得學、雜費同額助學金，自第二學年起，若在學期間無懲處紀錄且其前一學期學業成績總平均80分(含)以上者，得續獲獎勵，至多三年。
- 七、僑外生在學期間無懲處紀錄者，自第二學年起，依照其前一學期在校成績核發助學金，大學部至多三年，碩士班至多一年：
  - (一) 全班排名名次比例為前 15%者，可獲得 35,000 元助學金。
  - (二) 全班排名名次比例為前 16%-30%者，可獲得 20,000 元助學金。
  - (三) 全班排名名次比例為前 31%-50%者，可獲得 8,000 元助學金。
- 八、僑外生出國研修期間，停發助學金，學生受獎助期間，如遇休、退學情事，則不影響當期助學金的申請作業，但休學後復學及延畢期間則喪失助學金申請資格。
- 九、身分未經認定為僑生之海外華裔學生，透過外籍生申請入學，除經個別審查成績優良者，其助學金之核發比照僑生辦理。
- 十、凡經轉學入學之僑外生，轉學至本校就讀當學期不核發助學金，入學第二學期起，若在學期間無懲處紀錄，得依本辦法第四、六、七及八款獲得助學金，適用對象不包括延畢生。

十一、本校海外青年技術班畢業學生凡經本校推廣教育處推薦者，應與由本校聯盟學校或機構推薦者相同待遇，第一學年可獲得學費同額助學金。

第十四條 凡由天主教主教或各修會會長推薦之會士，包括神父、執事、修士、修女、初學生、保守生、望會生，在學期間無懲處紀錄者，每學期發給學雜費同額獎勵，至多四學期(不含休學)。

#### 第四章 運動績優學生

第十五條 本項獎勵申請對象為當學年度大一入學新生、轉學生或獲選國家代表隊者。

第十六條 本項獎勵設「運動獎助學金審核小組」，體育室主任與學務長為當然委員，並聘任委員二至三人組成之。聘任委員由體育室主任推薦校內熱愛運動之教職員，簽請校長聘任之。

第十七條 本項獎勵項目為奧運比賽項目，其他項目需經「運動獎助學金審核小組」審核通過，申請者資格要件如下：

- 一、參加教育部甄審、甄試或報考本校運動績優單獨招生成績優異者。
- 二、曾獲得教育部、高中體總舉辦之全國性比賽獎項者。
- 三、曾獲得全國運動會、全國中等學校運動會獎項者。
- 四、曾獲得國內單項運動協會或委員會舉辦之全國性比賽獎項者。
- 五、曾獲得國際性單項運動協會或委員會舉辦之國際性運動賽事獎項者。
- 六、未具上列資格，經認定有特殊表現且專簽核可者。

第十八條 本項獎勵分為傑出運動員獎學金及獎助學金二項，依符合資格提出申請，且不得重複領取其他獎勵。

一、傑出運動員獎學金總額以150萬元為上限，獎勵對象與資格如下：

(一) 具備國家代表隊、青年代表隊資格或本校重點培訓運動員經「運動獎助學金審核小組」審核通過簽請校長核准後，頒發學雜費同額獎學金；若該學年成績獲第一級名次或第二級前四名，次學年得續獲獎勵。獲第二級晉級決賽名次者，次學年度頒發學費同額獎學金。

(二) 曾獲高中甲級聯賽決賽前八名並為先發主力球員、全國性比賽個人獎項表現優異者，經「運動獎助學金審核小組」審核通過簽請校長核准後，頒發學費同額獎學金，非先發主力球員則頒發學費 1/2 同額獎學金；若該學年成績獲第一級名次或第二級前四名，次學年得續獲獎勵，獲第二級晉級決賽名次者，次學年頒發雜費同額獎學金。

(三) 曾獲聯賽甲級九至十二名、乙組決賽一至六名、中上運動會前六名及莒光盃前六名、中正盃甲組前三名，經「運動獎助學金審核小組」審核通過簽請校長核准後，頒發雜費同額獎學金；若該學年成績獲第一級名次或第二級前四名，次學年得續獲獎勵。

(四) 大二以上學生申請，列入學期間練習及服務表現評量資料做為後續獎勵依據，未通過評量者不得續領相關獎勵，評量標準由體育室另訂。

二、符合本辦法第十七條獎勵資格且未獲傑出運動員獎學金者，得申請獎助。獎助學金總金額每學年新台幣50萬元整，獎助學金發放之金額及名額依當年度核定頒發獎勵人數而定，並依本校「運動獎助學金審核小組」議決通過後發放。

第十九條 申請者檢附資料如下：

- 一、申請表

二、運動成績證明文件。(正本、影印本乙份，正本於審查後歸還)

三、郵局存摺影本。

第二十條 申請程序：

一、每學年度上學期開學後，經體育室公告後四週內申請；以第十七條第一款資格入學者，不受上述時間限制。

二、申請運動績優獎助學金者，需備齊運動績優獎助學金申請表格、成績證明文件正本及影本各乙份。(正本於審查後歸還)

三、獎助學金之頒發經「運動獎助學金審核小組」審查後，送請學生事務處生活輔導組核發。

第五章 學士班學業成績優良學生

第二十一條 本校學士班學生(不含陸生及僑外生)，每學年學業成績名列全班前三名者，每人每年頒給獎學金依序為：10,000元、6,000元、4,000元及獎狀各乙紙。但班級人數在30人以下者(含30人)，僅頒給全班前一名，獎學金10,000元。

第二十二條 凡符合獲獎勵資格而轉學離校或休學者，視同棄權，其獎勵由該班次一名遞補領受。

第二十三條 符合獲獎勵資格之學生若遇有同分情事時，則以必修科目平均成績進行評比。

第二十四條 本項獎勵每學年辦理一次，由綜合業務組負責於每年十月底前提列受獎學生名單，供生活輔導組憑以簽陳發放獎學金及獎狀。

第六章 高中結盟學校

第二十五條 經申請入學或甄選入學獲錄取之結盟高中職校學生，本校得依特定條件給予獎學金，並載明於結盟協議書中。凡需自行提出申請者，應於入學當學期提出，逾期視同放棄。

第七章 附則

第二十六條 符合獎勵之學生如有未註冊或辦理保留學籍者，視同放棄獎勵資格。在學期間出國交換者，次學年度不得續獲獎勵。

第二十七條 獎助學金應向學務處生活輔導組申請，僑生及外籍生應向國際暨兩岸事務處申請，運動績優生應向體育室申請，並均應於公告期限內提出申請，逾期不予受理。

第二十八條 本辦法經行政會議通過，校長公告後實施，修正時亦同。

民國95年12月06日行政會議通過  
民國96年03月14日行政會議修正通過  
民國96年12月12日行政會議修正通過  
民國97年01月09日行政會議修正通過  
民國97年09月24日行政會議修正通過  
民國98年09月23日行政會議修正通過  
民國98年10月28日行政會議修正通過  
民國99年05月12日行政會議修正通過  
民國100年03月30日行政會議修正通過  
民國100年09月21日行政會議修正通過  
民國101年02月29日行政會議修正通過  
民國101年09月19日行政會議修正通過  
民國101年11月21日行政會議修正通過  
民國102年03月13日行政會議修正通過  
民國102年09月25日行政會議修正通過  
民國102年10月23日行政會議修正通過  
民國103年05月28日行政會議修正通過  
民國103年10月01日行政會議修正通過  
民國104年09月23日行政會議修正通過  
民國104年12月16日行政會議修正通過  
民國105年11月02日行政會議修正通過

民國106年10月25日行政會議修正通過  
民國107年05月30日行政會議修正通過  
民國107年09月26日行政會議修正通過  
民國107年11月28日行政會議修正通過  
民國108年04月17日行政會議修正通過  
民國109年03月25日行政會議修正通過  
民國109年12月23日行政會議修正通過  
民國110年03月17日行政會議修正通過  
民國110年11月03日行政會議修正通過  
民國110年12月29日行政會議修正通過  
民國111年12月07日行政會議修正通過

4. 靜宜大學國際專修部學生修業辦法

Academic Regulations of International Foundation Program, Providence University

112學年度起則依本辦法規定繳交四萬元定額學費。

**靜宜大學國際專修部學生修業辦法**  
**ACADEMIC REGULATIONS OF INTERNATIONAL**  
**FOUNDATION PROGRAM, PROVIDENCE UNIVERSITY**

民國112年04月26日行政會議通過

民國112年05月22日行政會議通過

第一條 本校國際專修部依據教育部「重點產業領域擴大招收僑生港澳學生及外國學生實施計畫」招收境外學生，為規範學生學雜費、課程銜接及華語檢測獎勵機制，特訂定本辦法。

Article 1 In accordance with the Ministry of Education's "Plan to Expand the Recruitment of Overseas Chinese Students, Hong Kong and Macao Students, and Foreign Students in Key Industries," the International Foundation Program of Providence University recruits international students to regulate student tuition fees, course continuity, and Chinese language proficiency testing incentive mechanisms. This regulation is hereby established.

第二條 入學資格：

- 一、符合「外國學生來臺就學辦法」、「香港澳門居民來臺就學辦法」及「僑生回國就學及輔導辦法」所定外國學生、港澳生及僑生身份，且具學士班入學資格。
- 二、申請來臺於國際專修部先修華語每人以一次為限，遇特殊事由中斷，經教育部同意後，得再申請一次。

Article 2 Eligibility criteria:

1. Those who meet the qualifications for foreign students, Hong Kong and Macao students, and overseas Chinese students as defined in the "Regulations Regarding International Students Undertaking Studies in Taiwan," "Regulations for Hong Kong and Macao Residents Undertaking Studies in Taiwan," and "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan," and have the qualifications to enroll in a bachelor's degree program.
2. Those who apply to come to Taiwan to study at the International Foundation Program are limited to apply once. In the event of special circumstances that result in interruption, with the approval of the Ministry of Education, they may apply again.

第三條 入學審查：

- 一、申請者通過學系審查資格後，由國際專修部發給華語先修生條件式入學許可，並將錄取名冊函報教育部，由教育部函轉外交部領事事務局轉知各駐外館處。
- 二、學生所繳入學證明文件如有偽造、假借、塗改等情事，如經查明，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，由本校撤銷其畢業資格並註銷其學位證書。

Article 3 Admission review procedure:

1. After the applicant is qualified by the department, the International Foundation Program of Providence University issues a conditional admission permit to the Chinese preparatory students and reports the list of admissions to the Ministry of Education, which is then forwarded to the Bureau of Consular Affairs of the Ministry of Foreign Affairs for notification to all foreign missions abroad.
2. If the admission documents submitted by the student are found to be forged, borrowed, or counterfeited, their admission qualification shall be revoked. For those who have already registered and enrolled, their enrollment will be revoked, and no relevant academic certificates shall be issued. If it is discovered after graduation, the diploma shall be revoked by the university, and the degree certificate shall be cancelled.

#### 第四條 修課規範：

- 一、國際專修部學位先修生(以下稱先修生)研修期間以一年為限，期間限修讀華語課程，亦不開放暑修；學期間每週 20 小時，全學年共修讀 720 小時。依第二條第二款重新申請入學國際專修部後，其修業規範依據本辦法須重新修讀滿 720 小時，前期修讀之時數不予認列。
- 二、先修生學業成績考評，包含平時成績、期中成績與期末成績；成績評量標準、方式由任課教師依課程實際需要而實施採行，並公布於課程內容。
- 三、先修生各項成績經教師評定後送交國際專修部，不得更改。但如屬教師之失誤有遺漏或核算錯誤者，由任課教師將「學生成績更正申請表」暨相關資料備妥，以書面送交國際專修部更改成績，最遲於下一學期開學後一週內提出。
- 四、學生符合下列情形之一者，准予補考：
  - (一) 期中及期末考試期間，因病住院(須檢具醫院證明)經請假核准者。
  - (二) 期中及期末考試期間，因喪假、公假(須檢具有關證明)或不可抗拒事故無法參加考試者。不符合上述二項條件者，不予補考，學期學業補考與成績計算應依「靜宜大學學生考試請假及補考辦法」辦理之。
- 五、學生於考試時有作弊行為者，經查證屬實，除該科目該次考試成績以零分計算外，並視情節輕重依據學生獎懲實施辦法予以處分。
- 六、先修生因故缺席，得依照學生請假辦法請假，經核准請假者(公假除外)，未經請假或請假未准而缺席者視為曠課。
- 七、先修生缺(曠)課時數(含請假)達全學期該科授課總時數三分之一者(每學期缺曠課 120 小時(含)以上)，其銜接至大學部第一學年之獎助學金不予核發。
- 八、先修生於修讀一學年之華語課程後，應考取華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級 A2 標準(含以上)，得接續修讀所屬之學系之一年級課程；未達標準者，採退學處分。
- 九、先修生於國際專修部修讀一年並通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級 A2 檢測後，必須轉入原錄取之學系，無法配合者需辦理退學，不得續留國際專修部，國際暨兩岸事務處應通報內政部移民署各服務站、外交部領事事務局並副知教育部。
- 十、先修生華語課程研修期間不得轉系或轉學、亦不得休學；但於正式修讀學士班課程一年後，得申請轉系或轉學，申請轉系或轉學之學系，限符合教育部規

範之製造業、營造業、農業、長期照顧業和服務業等相關系所。

十一、先修生修讀之華語課程不得採認畢業學分，學生考取華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)轉入正式學士班後，依循本校外籍學生修業規範完成各學系(院)之畢業條件。

十二、先修生於國際專修部修業期滿並通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級 A2 標準(含以上)，由國際專修部發給學分證書及非學分研習時數證書。

十三、先修生入學申請案件、平時生活及學業輔導等事務由國際專修部與相關單位負責辦理。

十四、先修生轉入正式學士班課程後，其休學、退學及其他學籍、學業、生活輔導考核等事項，悉依本校學則及相關法令規定辦理；在規定修業期限內修滿畢業應修學分數且成績優異者，得依本校學則相關規定申請。

#### Article 4 Academic Regulations:

1. The International Foundation Program's degree preparatory students (hereinafter referred to as preparatory students) are limited to one year of study during which they must take Chinese language courses, summer courses are not available. During the academic year, they must take 20 hours of classes per week, with a total of 720 hours for the entire year. After reapplying to the International Foundation Program in accordance with the provisions of Article 2, they must retake 720 hours of courses in accordance with this regulation, and the hours previously taken will not be counted.
2. The assessment of the preparatory students' academic performance includes regular assessments, mid-term exams, and final exams. The standards and methods for evaluating academic performance will be implemented and announced by the teacher based on the actual needs of the course.
3. After the preparatory student's grades are evaluated by the teacher, they shall be sent to the International Foundation Program and cannot be changed. However, if there is an error or omission on the teacher's part, the teacher must prepare a "student grade correction application form" and relevant information, and submit it to the International Foundation Program in writing to correct the grades no later than one week after the start of the next semester.
4. Students who meet one of the following conditions are allowed to take makeup exams:
  - (1) Students who cheat during the exam, after verification, will be punished according to the Student Reward and Discipline Regulations according to the seriousness of the case, also the grade of the test of the subject will be recorded as zero.
  - (2) During the mid-term and final exams, those who cannot take the exam due to bereavement, public leave (with relevant certification), or an uncontrollable accident.

Those who do not meet the above two conditions will not be allowed to take makeup exams, and the semester's academic makeup exams and grade calculations shall be subject to the "Providence University Regulations on Leave of Absence for Exams



and Taking Make-up Exams."

5. Students who cheat during the exam, after verification, will be punished according to the Student Reward and Discipline Regulations according to the seriousness of the case, also the grade of the test of the subject will be recorded as zero.
6. For preparatory students who are absent for special reasons, they may apply for leave according to the student leave regulations. Those who have been approved for leave (excluding public leave) is able to leave. Those are considered absent without leave if they are absent without applying for leave or their leave has not been approved.
7. **If the preparatory student's absences in a particular subject reach one-third of the total class hours for that subject in the entire semester (absences with unexcused or excused over 120 hours in the entire semester), they will not be allowed to apply for the grant in first year of freshmen.**
8. After completing one year of Chinese Language courses, preparatory students are required to take the Test of Chinese as a Foreign Language (TOCFL) and reach at least A2 level for listening and reading. Those who reach the required standard (A2 or above) are allowed to continue studying the first-year courses in their respective departments. Those who fail to meet the standard will be expelled from the school.
9. Preparatory students who have studied for one year in the International Foundation Program and passed Level A2 listening and reading tests of the Test of Chinese as a Foreign Language (TOCFL) must bridge to the department they were originally admitted to. Those who cannot comply with this requirement must withdraw from the university and are not allowed to continue studying in the International Foundation Program. The Office of International and Cross-Strait Affairs should notify the offices of the National Immigration Agency, the Consular Affairs Bureau of the Ministry of Foreign Affairs, and inform the Ministry of Education.
10. During the studying of International Foundation Program, preparatory students are not allowed to transfer to another department or school, nor are they allowed to take a leave of absence. However, after one year of formal study in the Bachelor's degree program, students may apply to transfer to another department or school, but only to programs that are related to the manufacturing industry, construction industry, agriculture, and long-term care industry, which comply with the regulations of the Ministry of Education.
11. The Chinese Language courses taken by preparatory students cannot be counted towards graduation credits. After students pass the Test of Chinese as a Foreign Language (TOCFL) with a A2 Level in listening and reading, they can transfer to the formal bachelor's degree program. They must follow the graduation requirements of each department (college) for foreign students at the university to meet the graduation criteria.
12. Upon completion of the International Foundation Program and reach at least A2 Level of the Test of Chinese as a Foreign Language (TOCFL) in listening and reading, preparatory students will receive the credit certificate and non-credit

certificate from the International Foundation Program.

13. The application procedure, life supporting system and academic supporting system is in charged by the International Foundation Program and related department.

14. When the preparatory students bridge to the regular bachelor program, matters such as leave of absence, withdrawal from school, academic records, academic performance, and life guidance assessments shall be handled in accordance with the school regulations and relevant laws and regulations. Those who complete the required credits and achieve excellent grades within the prescribed period of study may apply in accordance with the relevant regulations of the school.

第五條 獎勵規定：

一、先修生在國際專修部修課期間，通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)標準，得申請助學金 **6,000** 元，通過進階級(B1)標準，得申請助學金 **10,000** 元，高階級(B2)標準，得申請助學金 **14,000** 元，各級獎學金申請以一次為限。

二、先修生進入學系就讀第一年起依據「靜宜大學學生獎助學金實施辦法」第三章僑外生入學獎助學金規定辦理。

Article 5 Scholarship Information:

1. During the study of the International Foundation Program, preparatory students who reach A2 Level of the Test of Chinese as a Foreign Language (TOCFL) can apply for the Grant NTD. **6,000**; those who reach B1 Level of the Test of Chinese as a Foreign Language (TOCFL) can apply for the Grant NTD. **10,000**; those who reach B2 Level of the Test of Chinese as a Foreign Language (TOCFL) can apply for the Grant NTD. **14,000**. The Grant Application for each level is subject to once.

2. After the preparatory students bridge to the regular bachelor program, the scholarship (Providence Grant) will be according to the Article 3 of Providence University Implementation Regulations for Scholarships and Grants.

第六條 工作許可：先修生於修業期間得比照一般學位生向勞動部申請工作許可，並確保學生工讀符合法令規定「學期期間工讀限 20 小時/週；寒暑假不限」。

Article 6 Work Permit:

During the study in the International Foundation Program, preparatory students can apply for the work permit to the Workforce Development Agency, Ministry of Labor and ensure the student employment complies with the legal regulations that limit work hours to 20 hours per week during the semester, and have no limit during winter and summer breaks.

第七條 學雜費收費標準：

一、先修生於國際專修部研習期間每學期繳交繳交 4 萬元學費，另收取電腦及網路通訊使用費、體育設施使用費及各項代收費用；進入學系大一課程就讀後依所屬學系繳交學雜費。

二、先修生退學及退費標準依據一般學籍生規定時程辦理；惟必須無任何欠費方得註冊第二學期課程，進入學系大一課程就讀時亦同，未依規定完成學費繳費者予以退學。

Article 7 Tuition and Miscellaneous Fees:

1. Tuition and Miscellaneous fees during the International Foundation Program is NTD. 40,000 per semester, together with the Computer and Internet Usage Fee, Sport Facilities Fees and other administration fees. When preparatory students bridge to the regular bachelor program, the tuition and miscellaneous fees will be based on their Department (College) requirement.
2. The withdrawal and refund policy for preparatory students shall be handled in accordance with the schedule for general enrolled students. However, registration for the second semester is only allowed for those who have no outstanding fees. The same rule applies when bridging to the first-year of the regular bachelor program. Those who fail to pay the tuition fees as required shall be expelled from the school.

第八條 先修生註冊時，新生應檢附已投保自入境當日起至少六個月效期之醫療及傷害保險，前項保險證明如為國外所核發者，應經駐外館處驗證。

Preparatory students need to provide the medical and accident insurance certificate for at least 6 months upon arrival. If the insurance certificate is issued by foreign insurance company, the certificate should be notarized by the Taiwan Representative Office or an Embassy.

第九條 本辦法如有未盡事宜，依本校其他相關法規辦理。

Any matters not covered in these regulations shall be handled in accordance with other relevant regulations of the school.

第十條 本辦法經行政會議通過，校長公告後實施，修正時亦同。

These regulations shall be implemented after being approved by the administrative meeting and announced by the president of the school. They shall also be revised in the same manner.

5. 靜宜大學學則

Providence University Academic Regulations

**靜宜大學學則**

**PROVIDENCE UNIVERSITY ACADEMIC REGULATIONS**

民國 112 年 02 月 13 日教育部臺教高(二)字第 1120000214 號函備查

**第一章 總 則**

**Chapter 1 General Principals**

- 第一條 本學則係遵照大學法及其施行細則，並斟酌本校實際需要訂定之。  
Article 1 These regulations (hereinafter referred to as the “Regulations”) are formulated in accordance with the University Act and its Enforcement Rules subject to the needs of this University
- 第二條 本校處理學生有關學籍事宜，均依照本學則辦理，並應符合正當程序原則。除別有規定外，本學則所稱學系，亦含進修學士班、組及學士學位學程；稱碩士班者，亦含在職專班及碩士學位學程；稱研究所者，俱含碩士班及博士班。靜宜大學學士後第二專長學士學位學程事宜，另訂定實施要點規範之。  
Article 2 All matters pertaining to student enrollment status are subject to the relevant regulations stated herein and shall be handled with due process.  
Unless stipulated otherwise, the Department referred to in these Regulations should include continuing education programs and undergraduate degree programs; the Master Programs should include In-service Program and graduate degree programs; the Graduate Institute should include both the master programs and doctorate programs.  
The regulations on Postgraduate Bachelor Degree Program are set out separately
- 第三條 本校於每學年開始，公開招考各系所一年級新生，並得酌收各學系學士班二、三年級轉學生，其招生簡章另訂之。  
Article 3 This University publicly recruits students of freshmen standing at each department and may, at the University’s discretion, recruit transfer students of sophomore and junior standings at each department at the beginning of each academic year.  
Admission application brochure is set out separately
- 第四條 本校對學生學籍資料，詳細登記其學號、姓名、性別、出生年月日、身分證統一編號、外國學生國籍、僑生僑居地、入學身分別、入學學歷、入學年月、所屬院系所組班、休學、復學、轉系所組、輔系、雙主修、所修科目學分成績、畢業年月與所授學位(或退學記錄)、家長或監護人姓名、通信及戶籍地址等並永久保存。  
學生就讀本校期間，學生家長或監護人，得向本校查詢與學生就學相關資料，本校應依個人資料保護法規定辦理；本校亦得視實際需要，主動通知學生家長或監護人，與學生就學相關之資料。  
Article 4 This University registers the enrollment records of a student in details and keeps permanent records of his/her student ID number; name; gender; birth date; Personal ID Card number; nationality of an international student; country of residence of an

overseas Chinese; identity status of enrollment; pre-admission education; year/month of enrollment; department of major; suspension of studies; resumption of studies; major change; minor program; double major; credits & grades of courses taken; year/month of graduation & degree conferred (or record of withdrawal); names of parents or legal guardians; and correspondence & permanent address. During the studying period of a student at this University, his/her parent(s) or legal guardian(s) may query the University about his/her study, and the University should handle the matter under the Personal Information Protection Act. The University may also take initiative, as required, in notifying his/her parent(s) or legal guardian(s) of the information on his/her study.

第五條 研究生除修業年限、成績考查及學位考試依照本校系所章程及研究生學位考試辦法之規定辦理外，其報考、入學註冊、保留入學資格、休學、復學及其他有關學籍事宜，悉依本學則各條規定辦理，研究生學位考試辦法另訂並報部備查之。

Article 5 In addition to the time limit for studying, performance evaluation, and degree examination for graduate students, which are subject to the regulations of the pertinent departments and the Regulations on Degree Exams for Graduate Students, the admission application, enrollment, retention of admission qualification, suspension of studies, resumption of studies and any other matters related to student enrollment status should be processed in accordance with these Regulations. The Regulations on Degree Exams for Graduate Students is set out separately and submitted to the Ministry of Education for record.

## 第二章 新生

### Chapter 2 Students of Initial Admission

第六條 凡於國內經教育部立案之大學或獨立學院畢業，取得碩士學位或符合教育部採認規定之國外大學或獨立學院畢業，取得碩士學位，或具有同等學力資格者，經本校入學考試錄取或依本校學生逕修讀博士學位辦法之規定審核通過者，得入學本校修讀博士學位。

凡於國內經教育部立案之大學或獨立學院畢業，取得學士學位或符合教育部採認規定之國外大學或獨立學院畢業，取得學士學位，或具有同等學力資格者，經本校入學考試錄取，得入學本校修讀碩士學位。

凡於國內外公立或已立案之私立高級中等學校、高級職業學校以上畢業，國外學校且符合教育部採認規定，或具有同等學力資格者，依各項招生辦法及簡章，經公開招考錄取者，得入學本校修讀學士學位。

凡符合教育部規定之特種身份學生，得依相關規定申請辦理入學本校修讀博、碩、學士學位。

凡依本校「外國學生入學招生規定」申請核可之學生，得入學本校修讀博、碩、學士學位。

Article 6 An applicant graduated from a Ministry of Education accredited university or independent college in Taiwan and having earned a master degree; or an applicant

graduated from a foreign university or independent college accredited by the Ministry of Education and having earned a master degree; or an applicant who is qualified with academic equivalence and passed the University's admission exam; or the current students pass the review under the regulations on direct advance to doctorate programs may be admitted to the Doctorate program of this University

An applicant graduated from a Ministry of Education accredited university or independent college in Taiwan and having earned a baccalaureate; or graduated from a foreign university or independent college accredited by the Ministry of Education and having earned a baccalaureate; or qualified with academic equivalence may be admitted to the Master's program of this University when he/she passes the University's admission exam.

An applicant graduated from a public or registered private high school, a vocational high school, or a school of higher level in Taiwan or abroad which is accredited by the Ministry of Education, or qualified with academic equivalence may be admitted to this University for a baccalaureate study when he/she passes public admission exam under such procedure.

An applicant qualified as of a student of special status provided by the Ministry of Education regulations is entitled to apply for studying for Doctorate, Master, or Baccalaureate degrees at this University.

An applicant having approved under this University's *Regulations on Admission for International Students* may study for Doctorate, Master, or Baccalaureate degrees at this University.

#### 第七條

新生有下列情形之一者，得於註冊日前，以書面向本校教務處申請保留入學資格：

- 一、因重病需長期療養，持有區域醫院或醫學中心開具之診斷證明書。
- 二、陸生、僑生或外國學生因故不能按時來校報到者。
- 三、因應徵召服役者，應檢具服役證明文件，申請延長保留學籍至服義務役期滿。
- 四、因懷孕、生產或撫育三歲以下子女，得於註冊開始前，持證明文件向學校申請保留入學資格。
- 五、參加「青年教育與就業儲蓄帳戶方案」之高級中等學校畢業生考取本校後入學者。
- 六、其他依法令之規定者。

保留入學資格以一年為原則，因重病、簽證、撫育三歲以下子女等理由，保留入學資格者，保留期間最多以二年為限。

因參加「青年教育與就業儲蓄帳戶方案」者，得再申請保留入學資格，保留期間至多以三年為限，且不納入前項保留入學資格期間之計算。

保留學籍期間毋須繳納任何費用。

#### Article 7

Newly admitted students may apply in writing for retention of the admission qualification to the Office of Academic Affairs prior to the registration day in any of the following cases:

- A. In severe illness which requires long-term convalesce. A certificate of diagnosis

- issued by a regional hospital or medical center shall be required;
- B. Students from mainland China, overseas Chinese students, or international students who are to be late for registration due to force majeure;
- C. Students who receive order for military service should submit supporting documentation to apply for an extended retention of their student enrollment status till the military service is completed
- D. Students may apply prior to registration, with evidencing documents, for retention of their admission qualification due to pregnancy, childbirth, or childcare to infant(s) or toddler(s) under three.
- E. High school students participating in the Youth Education and Employment Savings Account Program who are admitted to this University after graduating from high school.
- F. Students in line with other relevant regulations. In principle, the retention period of admission qualification is for one year, or two years at maximum if the reason relates to severe illness, visa issues, or nurturing infant(s) or toddler(s) under three.

The students participating in the Youth Education and Employment Savings Account Program may apply for admission retention for a maximum of three years; the retention period is not included in the calculation of retention period in the preceding paragraph.

No payment is required in the duration of retention of student enrollment status.

第八條

新生辦理入學報到註冊時，須繳驗畢業證書或其他規定之必要文件方得入學，其因特殊原因申請緩繳者，經本校核准後，得先行入學，並於規定期間補繳，逾期未補繳者，視同已無就讀意願，即喪失入學資格，不發給任何修業證明文件。

轉學生辦理入學報到註冊時，比照前項規定辦理。

Article 8

In the process of registration, a newly admitted student should first submit the diploma or other required documents for verification. In case of application for a late submission of such certification or documents, he/she may be admitted first if such application is approved, and such certification or documents should be submitted later by the deadline given. Failing to do so, he/she is deemed to be without intention to attend this University, and the admission qualification is thus revoked without any Certificate of Study issued.

The regulations of the preceding paragraph apply to the registration of transfer students.

### 第三章 轉 學

#### Chapter 3 Institution Transfer

第九條

原核定各學系修讀學士學位新生名額遇有缺額時(不含保留入學資格、休學或外加名額)，得招收轉學生，一年級及應屆畢業年級除外。

Article 9

When any vacancies arise from the predefined enrollments of the study of

baccalaureate at a department (excluding the numbers of retention of admission qualification, suspension of studies, or extra enrollments), transfer students may be recruited, except for the Freshman year and the graduating year.

第十條 轉學考試定期公開舉行，轉學生報考資格、招收名額、考試科目、報名方式及相關事宜，由本校組成招生委員會研訂之，並詳登於招生簡章內。

Article 10 Exams of institution transfer are held publicly on regular basis. Applicant qualifications, number of recruits, test subjects, application procedures, and other related matters are set out separately by the Admission Committee; the details are to be contained in the Admission Brochure

第十一條 學生入學前已修習及格之科目與學分，得依本校「學分抵免辦法」酌情抵免，自轉入學年起，每學期限修學分數，應依本校「選課辦法」規定辦理。「學分抵免辦法」及「選課辦法」另訂之，「學分抵免辦法」報部備查，修訂時亦同。

Article 11 The courses and credit hours that a student had successfully acquired prior to his/her admission to this University may, at its discretion, be waived under the Regulations on Credit Transfer. Since the academic year of the transfer, he/she should take the credit hours per semester in accordance with this University's Procedures of Course Registration, which, along with the Regulations on Credit Transfer, is set out separately and the latter, along with its amendments if any, is submitted to the Ministry of Education for record

第十二條 學生自願轉往他校肄業者，應檢具家長或監護人之書面同意書(檢具無家長或監護人之證明文件者及研究生，免附)，向綜合業務組申請，於完成退學離校手續後，發給轉學證明書。轉學手續一經辦妥，即不得申請復學。

Article 12 A student transferring, at his/her discretion, to another institution before graduation should apply for the transfer with the Div. of Registration and Curriculum by submitting a written consent by his/her parent(s) or legal guardian(s) (not required for graduate students and the one who produces documents evidencing the absence of any parent or legal guardian) to be issued with a Certificate of Transfer. No applications for re-enrollment may be filed once the procedure of transfer is completed.

#### 第四章 轉 系

#### Chapter 4 Change of Major

第十三條 本校學士班學生轉系辦法另訂之，並報教育部備查；其審查標準另訂之。

Article 13 The regulations on major change for students seeking baccalaureate are set out separately and submitted to the Ministry of Education for record. The review criteria for major change are set out separately.

第十四條 本校碩、博士班學生轉系(所)辦法另訂之，並報教育部備查；其審查標準另訂之。

Article 14 The regulations on major change for students seeking master's and doctoral degrees are set out separately and submitted to the Ministry of Education for record. The



review criteria for major change are set out separately.

第十五條 辦理學生轉系，其轉入年級學生名額，除以不超過各學系原核定新生名額及教育部分發新生名額二成為限外，且不含保留入學資格、休學或外加名額造成之缺額。

Article 15 In handling major change, the number of students in a grade after major change should not exceed the predefined number of enrollments and the number of new students assigned by the Ministry of Education plus twenty (20) percent thereof. Such number also does not include the openings resulting from the retention of admission qualification, suspension of studies, and additional quota.

## 第五章 休學、復學、退學

### Chapter 5 Suspension of Studies, Resumption of Studies, and Withdrawal

第十六條 學生休、退學當學期之退費標準，除下列情形得免收學雜費外，餘悉依教育部「專科以上學校學雜費收取辦法」規定之退費基準表辦理。

- 一、 依本學則第十九條第一項第一款及第四款規定應予退學者。
- 二、 在學生於當學期開學日前辦竣休學或退學者。
- 三、 前學期或前學年已完成休學程序並於應復學期辦竣繼續休學或退學者。

Article 16 Except for the following circumstances where the tuition and fees are waived, the standards for refunding in cases of suspension of studies and withdrawal are handled in accordance with the Table of Refund Standards provided in the Regulations on Tuition and Fees Collection for Colleges issued by the Ministry of Education

1. Students who are under mandatory withdrawal according to the provisions of Subparagraphs 1 and 4, Paragraph 1, Article 19 of the *Regulations*.
2. Students who completed the procedures for Suspension or Withdrawal of Studies before the class beginning day of the current semester.
3. Students who have completed the suspension procedure in the previous semester or academic year and have completed the procedure for extended suspension or withdrawal before the resumption deadline

第十七條 學生休學規定如下：

- 一、學生因故休學，得申請休學一學期、一學年或二學年，休學累計以兩學年為原則。休學二學年期滿，因重病或特殊事故無法準時復學，需再申請休學者得專案申請核准後，再予延長一學年。因應徵召服役(至服義務役期滿為限)、懷孕、生產或撫育三歲以下子女(至多以二年為限)者，應檢具相關證明文件提出申請休學而不列計休學年限。
- 二、因參加「青年教育與就業儲蓄帳戶方案」之高級中等學校畢業生考取本校後入學者，得再申請休學，休學期間至多以三年為限，且不納入前項休學期間之計算。
- 三、休學期滿不復學者，視同已無就讀意願，應予退學。
- 四、學生申請休學，應檢具家長或監護人之書面同意書，但檢具無家長或監護人之證明文件者及研究生免附，服兵役者須附兵役相關資料，並辦妥離校手續後，始發給休學證明書。

- 五、學生在休學期間，得申請提前復學，但該學期修習學分總數須達於最低標準並辦妥復學手續後始准提前復學。
- 六、學生有下列情形之一者，應予休學：
  - (一) 學生陸續請假，其請假缺課與曠課合計總日數達該學期授課總日數三分之一者。
  - (二) 加退選截止日仍未辦妥選課手續者。
- 七、休學須依本校行事曆規定期限辦理，但因遇重大事故逾期申辦者，須專簽經教務長核准始可。

Article 17

Provisions regarding suspension of studies are as follows:

- A. student may apply for suspension of studies for one semester, or one or two academic years; in principle, the accumulated period of suspensions are limited to two academic years. If a student fails to resume the studies due to serious illness or special circumstances and needs to apply for an extended suspension when his two-year suspension period ends, a special application for an additional extension of one academic year may be filed for approval. One who receives draft order (only till the compulsory service is fulfilled), or is under the conditions of pregnancy, childbirth, or childcare to infant(s) or toddler(s) under three (limited to two years) should file an application by submitting relevant evidencing documents for a suspension of studies, which will not be taken into the calculation of the limit to suspensions
- B. High school students participating in the Youth Education and Employment Savings Account Program and were admitted to this University after graduating from high school may apply for an additional suspension of studies for a maximum of three years. This period is not included in the time period stipulated in the preceding paragraph
- C. One failing to resume the studies when the suspension ends is deemed to be without intention to study and should be mandatorily withdrawn from the University.
- D. An undergraduate student applying for suspension of studies should submit a written consent by his/her parent(s) or legal guardian(s), unless he/she submits documents evidencing the absence of any parent or legal guardian, or is a graduate student. One who is to serve military service should submit the military service related documents. No Certificate of Suspension of Studies shall be issued until the procedure is completed
- E. A student may apply for early resumption of studies during the term of suspension, provided that the total credit hours he/she takes in the relevant semester reach the minimum requirement and the resumption procedure is properly completed.
- F. A student should be suspended from study in any of the following circumstances:
  - (1) A student takes leaves continually and the days of excused absence and unexcused absence total one third of the lecturing days of the pertinent semester.
  - (2) A student fails to complete the procedure of course registration by the

deadline.

G. The application for Suspension of Studies should be processed in accordance with the deadline set forth on the University Calendar. In a case of late application due to force majeure, the approval from the Dean of Academic Affairs shall be required.

第十八條 休學生復學時，編入原肄業學系相銜接之學年或學期，學期中途（學期考試前）休學，復學時編入原休學年級肄業。學生休學期滿申請復學，應依復學通知規定辦妥復學手續，休學時學期尚未結束且未獲有學期成績者，復學時不得請求補考。

Article 18 When resuming for studies, a student is assigned in the continuing academic year or semester at the previous department. When the suspension had begun amid a semester (prior to its term exam), the returning student is assigned to the original grade. A student applying for resumption of studies when the suspension period ends should follow the instructions on the Notice of Resumption of Studies and complete the procedure of resumption. One may not request for make-up exams when re-enrolled if the suspension had begun prior to the end of the semester with no semester grades acquired.

第十九條 學生有下列情形之一者，應予退學：  
一、休學逾期未復學者。  
二、未依繳費期限繳交學雜費者。  
三、操行成績不及格者。  
四、未能於本學則第三十五條、第四十條所定期限內達成畢業條件者、碩士班研究生學位考試不及格者(均含重考一次)、或博士班研究生候選人資格考核及學位考試不及格者(均含重考一次)。  
五、論文有抄襲、剽竊、代寫或偽造數據情形嚴重，經調查屬實者。  
六、其他依有關法令或本校自訂之退學標準應予退學者。  
無前項各款事由者，得自動申請退學，唯須在學期考試前辦理，學期考試期間不受理。

Article 19 A student should be placed under mandatory withdrawal from the University in any of the following circumstances:

- A. Has exhausted the maximum suspension period without resumption;
- B. Fails to make full payment of the tuition and fees before deadline.
- C. Failed in the conduct grade;
- D. Fails to meet the criteria for graduation by the deadline specified in Articles 35 and 40 hereof; or, in a master degree program, fails to pass the degree exam (including one make-up exam); or, in a doctorate program, fails to pass the candidacy evaluation and the degree exam (including one make-up exam each);
- E. Severe and verified violation of plagiarism, custom thesis writing, or data forging in a master's thesis or doctoral dissertation;
- F. Other reasons as defined by relevant laws and regulations or the criteria set out by this University for mandatory withdrawal.

One free from any conditions listed above may file for voluntary withdrawal,

provided that the procedure is completed prior to the term exam

第二十條 依前條第一項各款退學者，由本校通知其家長或監護人後即可回校辦理離校手續；依前條第二項退學者，應檢具家長或監護人之書面同意書(但檢具無家長或監護人之證明文件者及研究生免附)，經學校核准並辦妥離校手續後，方准離校。退學學生未辦妥離校手續者，不發給修業證明書。

Article 20 In the case of withdrawal under the conditions described in Paragraph 1 of the preceding article, the student can initiate the procedure of withdrawal from the University as soon as his/her parent(s) or the legal guardian(s) is/are notified by the University. In the case of withdrawal under the conditions described in Paragraph 2 of the preceding article, the student should complete the procedure of withdrawal by submitting a written consent of his/her parent(s) or legal guardian(s) (not required for graduate students and the one who submits documents evidencing the absence of any parent or legal guardian) for approval. No Certificate of Study will be issued to students who fail to complete the withdrawal procedure.

第二十一條 學生有下列情形之一者，撤銷其入學資格，不發給任何與修業有關之證明文件：

- 一、入學或轉學資格不合者。
- 二、入學考試舞弊，經學校查證屬實者。
- 三、假借、冒用、偽造或變造學歷證件、在職身份證明而入學者。

Article 21 No enrollment related certificates shall be issued to a student whose admission qualification is revoked in any of the following circumstances:

- A. fails to receive approval for admission or transfer to this University due to disqualification;
- B. is found and verified to have cheated in the entrance exam;
- C. was admitted using borrowed, fraudulent, forged or doctored academic credential(s) or certificate of employment.

第二十二條 學生在校就讀或休學期間，如有違犯校規或其他不端情事，應由本校按其情節輕重，分別予以申誡、記過、退學、開除學籍之處分。開除學籍者，不發給任何與修業有關之證明文件。

Article 22 A student violating the rules and regulations of this University or committing other misconduct during his/her attendance on campus or the term of suspension is, at the University's discretion, subject to warning, demerit, withdrawal, or expulsion based on the severity of such violation or commitment.

No certificate of enrollment is issued to expelled students.

第二十三條 依規定應予退學、撤銷入學資格或開除學籍學生，依本校學生申訴評議辦法提出申訴者，不因申訴之提起而停止原處分之執行，惟得依其規定申請繼續在校修業至評議確定時。

前項受處分學生經校內申訴，未獲救濟者，得依法提起訴願及行政訴訟；原處分經上級主管機關決定或行政法院判決顯係違法或不當時，本校應另為處分。依前項規定經本校另為處分得復學之學生，因特殊事故無法及時復學時，本校應輔導復學，其復學前之離校期間並得補辦休學。

Article 23 If a student is asked to withdraw from, revoked of his/her admission qualification, or

expelled from the University under regulations and has filed for an appeal under the University's Regulations on Student Grievance and Appeal, the execution of the disposition is not disrupted because of such appeal filed; however, he/she may, as the regulations provide, apply for continuing studying on campus till the review is finalized. If the said student receives no remedy after filing an appeal, he/she may file a petition and administrative litigation according to the pertinent laws. If such disposition is found illegal or undue by a superior competent authority or an Administrative Court, the University should dispose otherwise.

If the said student found eligible for re-enrollment fails to re-enroll in due time due to special circumstances, this University should assist in his/her re-enrollment; the said student may apply for a retrospective suspension of studies for the period prior to the resumption of studies.

## 第六章 出境期間有關學業及學籍之處理

### Chapter 6 Handling of Curriculum and Enrollment Status while a Student is Abroad

第二十四條 凡本校各系(所)學生於肄業期間出境，其有關學業及學籍事宜，悉依本條各項款規定辦理。凡學生有下列情形之一者，適用本條相關規定：

一、經就讀系(所)推薦，且經學校核准至境外大學院校研究、實習或修讀課程學分者。

二、經本校選送至境外姊妹校或有合作關係之境外大學就讀之交換學生。

三、經就讀系(所)推薦且經學校核准出境從事學位論文有關研究者。

四、經政府機關遴選至境外大學研究或修讀科目學分者。

五、依就讀系(所)課程或研究需要出境觀摩或見習者。

六、代表國家或本校出境參加國際性活動、會議、競賽或接受訓練者。

七、因直系血親、配偶病危或死亡必須出境探病、奔喪者。

學生出境研究或修業之學校，以符合教育部所定大學辦理國外學歷採認辦法、大陸地區學歷採認辦法及相關法令規定者為限。

學生出境期間規定如下：

一、以事假或公假出境者，不得超過六週。

二、休學出境者，以本校學則規定休學之期限為準。

除依本條第一項一至四款之規定出境進修者外，凡出境期間達六週者，應事先辦理休學。

學生出境期間影響註冊或學期考試者，得准其於返校後補行註冊或考試。

學生依本條第一項一至四款之規定出境而未辦理休學者，其於出境期間所修習之科目學分，得由本校酌予採認，登錄於歷年成績表，其出境進修時間應列入修業年限計算。

學生出境進修期間，如有違犯校規或其它不端情事或逾期未返校者，依本校學生獎懲辦法及學則之規定處理。

有關兵役及入出境許可等事宜，依「役男出境處理辦法」及國家相關法令辦理。

Article 24

Any matters related to the curriculum and enrollment status of a student at any department (graduate institute) of this University who travels overseas during his/her study should be handled under the provisions of this article. These provisions apply to a student in any of the following cases:

- A. being recommended by his/her department (graduate institute) and approved by the University to conduct research or take on a program at an overseas university or institution;
- B. being selected by this University as an exchange student to study at an overseas partner university or institution;
- C. being recommended by his/her department (graduate institute) and approved by the University to conduct research abroad in relation to the degree thesis;
- D. being selected by a government agency to conduct research or take on subjects and credits at an overseas university or institution;
- E. needs to visit overseas for the purpose of observation or job shadowing for the program or research of his/her department (graduate institute);
- F. participates in international events, meetings, contests, or training overseas as a representative for the nation or the University;
- G. Needs to visit a direct relative or spouse abroad due to critical illness or bereavement;

The overseas institutions which the students are to conduct research or study in are limited to those complying with the provisions of the *Regulations governing the Assessment and Recognition of Foreign Academic Records by institutions of higher education*, *Regulations governing the Accreditation of Schools in Mainland China*, and other related laws and regulations set out by the Ministry of Education.

Provisions for students traveling overseas are:

- A. The maximum duration for overseas travel on leave for any personal reasons or for official purposes is six weeks.
- B. Overseas travel during suspension of studies should abide by the term of suspension provided under the University's Academic Regulations.

Unless the study overseas complies with the provisions of Subparagraphs 1-4, Paragraph 1 of this article, a student who is to be abroad for six weeks should complete the procedure for suspension of studies beforehand.

Students whose registration or term exam is affected by their overseas travel may take a late registration or exam when they return on campus.

The recognition of the course credits taken during his/her overseas travel by the student who traveled under the provisions of Subparagraphs 1-4, Paragraph 1 of this article without applying for the suspension of studies is at the discretion of this University to have his/her grades recorded in the transcripts; such studying time abroad should be taken in the calculation of his/her period of study.

If a student violates the University's disciplinary rules and regulations, commits other misconduct while overseas, or fails to return on campus in due time, he/she will be subject to disposition under the University's Regulations on Student Rewards

and Disciplinary and the provisions of these Academic Regulations.

Matters of military service and permission to expatriate are handled according to the Regulations for Exit of Draftees and relevant state laws and regulations.

## 第七章 考試、成績、補考

### Chapter 7 Exams, Grades, and Make-up Exams

- 第二十五條 學生成績分為學業(包括實習)及操行二種，各種成績均以百分記分法為原則，以六十分為及格。研究生各科學業成績以一百分為滿分，七十分為及格。學業平均成績計算方法:以科目之學分數乘該科目成績為積分，總積分除以總修習學分數為學業平均成績，並四捨五入取至小數點以下第二位。
- 學士班學期、學年學業平均成績之計算：包括該學期、學年所修習之全部科目成績，不含暑修成績。
- 學士班畢業學業平均成績之計算：包括各學期所修習之全部科目成績，且含各學年暑修成績。
- 碩、博士班學期、學年學業平均成績計算：包括該學期、學年所修習之全部科目成績，不含暑修成績及學士班修習科目之成績。
- 碩、博士班畢業學業平均成績之計算：各學期學業成績總平均(含暑修成績，但不含學士班修習科目成績)與學位考試成績各佔百分之五十。
- 學生成績如有需要得採等第計分法，其對照表如下：

百分計分法區間	等地計分法		G.P.
90~100	A+	優等	4.3
85~89	A	甲等	4.0
80~84	A-		3.7
77~79	B+	乙等	3.3
73~76	B		3.0
70~72	B-		2.7
67~69	C+	丙等	2.3
63~66	C		2.0
60~62	C-		1.7
57~59	D+	丁等	1.3
53~56	D		1
50~52	D-		0.7
49(含)以下	F	戊等	0

- Article 25 A student's grades consist of academic (including practicum/internship) grade and conduct grade, each are basically assessed by percentile method with 100 being the top grades and 60, or 70 for graduate students, being the passing grade.
- Calculation of average academic grade: the total of the products of the score of a subject and the number of its credits, divided by the total number of credits taken, rounded to two decimal places.
- Calculation of undergraduate semester average grade and academic year average

grade: includes the scores in all subjects taken in the relevant semester or academic year, excluding those of summer courses.

Calculation of undergraduate average academic grade at graduation: includes the scores in all subjects taken in all semesters and those of summer courses of all years.

Calculation of semester average grade and academic year average grade for master-degree and doctorate programs: includes the scores in all courses taken in the relevant semester or academic year, excluding those of summer courses and of undergraduate programs.

Calculation of average academic grade at graduation for mater-degree and doctorate programs: the total average of academic grades of all semesters (including grades of summer courses, excluding grades of courses taken in undergraduate programs), which accounts for 50%, and the score in degree exam, which also accounts for 50%. If student's performance should be assessed by grades, conversions between the ratings and percentiles are as follows:

Percentile interval	Grade	G.P.A.
90~100	A+	4.3
85~89	A	4.0
80~84	A-	3.7
77~79	B+	3.3
73~76	B	3.0
70~72	B-	2.7
67~69	C+	2.3
63~66	C	2.0
60~62	C-	1.7
57~59	D+	1.3
53~56	D	1
50~52	D-	0.7
49(含)以下	F	0

第二十六條 學生參加校內考試，悉依本校學生考試規則辦理。

學生於考試時已呈准給假而又未經銷假即參加給假科目之考試者，則該科考試之成績以零分計。

學生考試犯規，依本校學生考試規則之規定，予以懲處。

學生各種成績，經任課老師送交教務處後，不得輕易更改。教師如須更改成績應於規定期間內提出申請並檢附相關佐證資料，由教務處檢核後送交系(所)、中心、室 提案，經院務會議議決，教務長核定後，成績始得更正。但成績更正之原因不明確 或有爭議或成績更改與其退學、畢業相關者，須提教務會議決定之。

學生成績申訴案，應依靜宜大學學生申訴評議辦法規定，向諮商暨健康中心提出申請。

因故而逾期限者，得聲明理由請求許可，受理與否由相關會議決定之。



學生成績須以選課系統資料庫資料為準。未列科目，不予承認，已列科目，如無成績者，以零分登記，併入學期學業平均成績內計算。

學生休學之該學期成績不予列計。

研究生學位考試，依本校研究生學位考試辦法規定辦理。

成績之考核由老師自行決定並事先告知學生，任課教師得視學生缺課情形酌予扣分。

學生學業科目成績不及格者，均不予補考；不及格之必修科目應予重修。

學生考試請假及補考依本校學生考試請假及補考辦法辦理。

#### Article 26

Students taking exams within this University should follow the *University's Regulations on Examination*.

If one has been approved for leaves and takes the exam on a course without canceling the leave, the grade of such an exam should be recorded as "zero".

Students violating rules outlined in the Regulations of Examinations should be subject to disciplinary action.

Students' grades may not be changed at will once they were submitted by the course instructors to the Office of Academic Affairs. To change any student's grade, the course instructors should file an application along with evidencing materials within the timeframe as specified. The said application will be checked by the Office of Academic Affairs before being sent to the pertinent department (graduate institute), center, or office who will make a proposal to be first resolved by the pertinent College Affairs Council and then finally approved by the Dean of Academic Affairs. However, a proposal should be resolved by the Academic Affairs Meeting if the reason of grade changing is ambiguous or controversial, or such a change matters a mandatory withdrawal or graduation status.

An appeal for student's grades should be filed in writing to the Counseling and Health Center in accordance with the provisions of Regulations on Student Grievance and Appeal. One failing to file such an appeal before deadline for any reason may request for permission to do so with reasons stated; a relevant meeting will decide whether to hear such request. Student's grades should be based on the listing in the database of course registration system. Any course not listed in the database is not recognized; any listed course that is without a grade is recorded as zero (0) in grade and taken into the calculation of semester average academic grade. The semester grades in the semester under suspension of studies are not listed.

Degree exams for graduate students are administered under the provisions of this University's Regulations on Degree Exams for Graduate Students.

Grade assessment criteria are solely at the discretion of the course instructor who should inform the students of such criteria in advance. The course instructor may, at his/her discretion, take points off from the grades based on the absence by the student.

No make-up exams are given to students who failed to pass the course; a failed required course must be re-taken.

Matters on leaves on exam and make-up exams should be handled under this

*University's Regulations on Leave of Absence for Exams and Taking Make-up Exams.*

第二十七條 凡科目成績不及格者，不採計該科學分。

Article 27 The credit of a course with failed grade is not awarded.

第二十八條 學生各項成績均登錄於學籍資料，永久保存。學期考試試卷及點名記分簿，一律由任課老師保存一年。

學生各項入學考試試卷，由學校妥為保管至少一年，以備查考或備主管教育行政機關調閱。

Article 28 Student's grades shall all be perpetually catalogued and documented in his/her student enrollment status. Test papers and roll/grade recording are kept by the course instructors for one year.

The University should safeguard the students' entrance exam papers for at least one year for future reference or for the retrieval by the competent educational authorities

### 第八章 註冊、選課、輔系、雙主修、教育學程

## Chapter 8 Registration, Course Enrollment, Minors, Double Major, and Teacher Education Program

第二十九條 學生須按照下列規定註冊、選課、加(退)選：

#### 一、註冊：

- (一) 學生依繳費單所定期限內繳交學雜費並辦妥選課手續後，即完成註冊手續。新生及轉學生註冊，需另繳驗學歷證明及其他教務文件。
- (二) 新生除依規定申請獲准展緩入學者外，逾期未註冊者，視同已無就讀意願，即予撤銷入學資格；新生應於規定日期內參加學校健康檢查或繳交區域級以上醫院開立之六個月內健康檢查報告，未檢查或未繳交報告者視同未完成註冊；舊生逾期超過兩週仍未繳費者，視同已無就讀意願，即應予休學並限期辦理休學手續，逾期不辦休學則應予退學。
- (三) 本校交換學生、赴境外姐妹校就讀學生、赴境外機構實習學生，其註冊、選課、輔系、雙主修之修習，悉依本校相關規定辦理。
- (四) 碩、博士班學生出境從事學位論文有關研究或因其他事由出境者，相關規定另訂之。

#### 二、選課：

- (一) 須依教務處公佈之各系所(中心、室)課程總表選課，並於規定日期內，由學生自行完成選課，相關公告事項另公布於當學期選課時間表及選課相關資訊平台。
- (二) 學士班學生每學期修習學分數第一、二、三學年不得少於十五學分，不得多於二十五學分，第四學年不得少於九學分，不得多於二十五學分。學士班學生上修研究所課程每學期至多十五學分。延畢生、交換學生、境外實習學生每學期至少修習一科；惟延畢生已修足畢業學分，尚欠缺其他畢業要件者，不在此限。但前學期學業平均成績在八十分以上或因修習輔系、雙主修、教育學程者，得加選至三十學分。

外籍學生每學期所修習學分數，不得少於九學分。

(三) 碩、博士班研究生每學期至少修習一科(含論文)，最多不得超過十五學分，碩、博士班研究生修習大學部或教育學程課程，單一學期研究所、大學部及教育學程課程合計最多不得超過二十四學分。惟成績優異經系所主管核可，得加選一科。

(四) 採計為畢業總學分數之遠距教學課程學分數，不得超過畢業總學分數之二分之一。

(五) 其他學生選課相關事宜，悉依本校學生選課辦法及學士班學生修習碩士班課程甄選作業要點之規定辦理，辦法另訂之。

Article 29 The regulations on registration, course enrollment, and course drop and add by students are as follows:

A. Registration:

1. Students shall make payment of tuition and fees following the deadline specified on the payment slip and complete the course registration procedures to fulfill enrollment criteria. Newly admitted students and transfer students shall additionally provide for verification certificates of academic qualifications and other academic documents.
2. Except for those who are granted delayed entry, newly admitted students who failed to complete the enrollment procedures by the registration deadline is considered a demonstration of non-intention of study and the admission qualification shall be revoked. Newly admitted students should take the health examination on campus within the timeframe given or provide the report of a health examination taken at a hospital of regional level or above within the past six months; failing to do so is deemed as incompleteness of registration. A continuing student whose payment is two weeks overdue is considered a demonstration of non-intention of study and shall be suspended from school; a failure to complete the suspension procedure shall lead to a mandatory withdrawal.
3. Matters regarding the registration, course enrollment, minors, and double major of exchange students and those to study at a foreign partner institution of this University are administered by the relevant regulations of this University.
4. Regulations regarding graduate students going abroad to conduct degree thesis-related research or for any other reasons are set out separately.

B. Course enrollment:

1. Students should select courses from the master Schedule of Classes for the individual departments (centers, offices) published by the Office of Academic Affairs and complete course registration within the given timeframe. Related notices on course registration are announced separately on the timetable of course registration and information platform for the relevant semester.
2. **Students in undergraduate studies** should take not less than 15 credits and not more than 25 credits per semester in the 1st, 2nd, and 3rd academic years, and not less than 9 and not more than 25 credits per semester in the 4th academic year. **An**

**undergraduate student may take a maximum of 15 graduate credits per semester.**

Students with deferred graduation, students with extended study period, or exchange students should take at least one course per semester. The students with deferred graduation who have completed all required credits yet still have other element(s) to fulfill the graduation criteria are not subject to this limit. A student who achieves an average academic grade above 80 in the preceding semester or declares a minor, double major, or teacher education program may enroll for up to 30 credits a semester. International students should take not less than 9 credits per semester.

3. Graduate students should take at least one course (including Thesis) and not more than 15 credits per semester. The maximum number of credits for graduate students simultaneously taking undergraduate courses and Teacher Education Program is 24 credit hours in total per semester. Students achieving excellent grades may take one additional course with the approval of his/her department (graduate institute) head.
4. The credits earned in Distance Learning Program should not exceed one half of the total credits to be taken into account of graduation criteria.
5. Other matters related to course enrollments should be subject to this University's regulations on course enrollments **and the Regulations on Undergraduate Students Taking Master's Courses, which will be established separately.**

第三十條

每學期授課時間為十八週，學分之計算，每一學分以每週授課一小時，滿十八小時為原則；實習或實驗以每週授課二至三小時滿一學期為一學分。

Article 30

The instruction days per semester are 18 weeks; the calculation of credits is basically one credit for a weekly one-hour-instruction for 18 hours, or, in internship or experiments, a weekly 2-3 hours of work for a full semester.

第三十一條

各學系學生，經核准得修習輔系、雙主修或教育學程。

學生修習教育學程中，符合下列情形者，應檢具「繼續在學修習教育學程申請書」，經向綜合業務組申請核准，始得於學則規定修業年限內繼續修業，並於修習教育學程完竣或放棄之學期畢業：

一、學士班學生已先完成本系規定畢業條件者。

二、碩、博士班學生已先通過學位考試者，於繳交論文時。

除別有規定外，修讀輔系、雙主修或教育學程之學分，不得重複認列為本學系之畢業學分，惟未完成輔系、雙主修或教育學程者，得改列為本學系之畢業學分，但不得逾本學系之外系學分上限。

輔系、雙主修修讀辦法另訂並報部備查。

教育學程修習辦法另訂並報部核定。

Article 31

With prior approval, a student at any department may declare a minor(s), double major, or Teacher Education Program.

Students who take Teacher Education Program and meet the criteria below should apply, by submitting the "Application for Continued Study in Teacher Education Program" form, for approval of the Division of Registration and Curriculum to continue to study within the study periods specified in these Academic Regulations

and to graduate in the semester when the study of Teacher Education Program is completed or withdrawn.

- A. an undergraduate student who has been qualified for graduation as prescribed by his/her own department;
- B. a graduate student who has passed his/her degree exam and is in the process of submitting his/her thesis.

Unless otherwise stipulated, credits earned in minor(s), double major, or Teacher Education Program may not be counted toward the credits required for graduation at the department of major; however, these credits may be counted toward the credits required for graduation at the department of major without exceeding the upper limit of non-major elective credits hours if the minor(s), double major, or Teacher Education Program are not completed.

Regulations on the study in minors and double major are set out separately and submitted to the Ministry of Education for record.

Regulations on the study in Teacher Education Programs are set out separately and submitted to the Ministry of Education for record.

## 第九章 暑修 Chapter 9 Summer Session

第三十二條 暑期開班之規定如下：

- 一、凡本校各系級學生參加暑修班(以下簡稱本班)，悉依本條辦理之。
- 二、本校各年級學生均得申請參加本班；惟在核定畢業資格後欲參加者，該科成績不予登錄。
- 三、本校每學年暑修班舉辦二期，每期上課六週為原則。學生修習學分數每期最多不得超過九學分。
- 四、本班每期所開各科目之授課時數，每一學分以十八小時為原則，實驗(實習)一學分以三十六小時為原則。
- 五、本班成績考查，依下列方式為之：
  - (一) 成績均登記於歷年成績表內，所修學分數及成績併入畢業成績計算。
  - (二) 其他未規定者，悉依本校相關規定辦理。
- 六、參加本班上課者須繳納學分費。
- 七、本班上課由任課教師自行點名，並作成缺、曠課紀錄。本班之學生，其某科目曠課及請假(包括公假、事假、病假)時數核計達該科目任課教師所明文宣佈之扣分標準者，應反映於該科成績。
- 八、其他開班授課、選課事宜，悉依本校「暑修開班授課施行細則」規定辦理，施行細則另訂之。

Article 32 Summer session courses are provided under the following provisions:

- A. Students attending Summer Session courses (referred to as “the Session”) are subject to the provisions of this Article.
- B. Any student in this University may apply for summer session courses; however, the grades on these courses are not recorded for students who have passed

- graduation qualification review prior to taking the course(s).
- C. In Summer Session, there are two terms per academic year; as a principle each session lasts for six weeks. A student may take not more than 9 credits per session.
- D. The instruction hours of a course provided in either session are 18 hours per credit as a principle, or, in the case of laboratory and experiments (internship), 36 hours per credit.
- E. Grades on summer session courses are administered as follows:
1. All grades are taken as part of the transcript of all academic years; credits and grades earned are taken into the calculation of graduation grades.
  2. Any other details not provided herein are subject to the relevant regulations of the University.
- F. Credit fees are payable on summer courses.
- G. Roll call is made by the course instructors, who also keep record of excused and unexcused absences. The total of hours of unexcused absence and leaves (including leaves for official and personal purposes, and sick leaves) in a course that exceeds the limit expressly announced by the instructor for point deduction should be reflected in the grade report of such course.
- H. Any other matters related to instructions and course enrollment are handled by the University's Regulations on Summer Session Courses which are set out separately.

## 第十章 校際選課

### Chapter 10 Cross-university Course Enrollment

第三十三條 本校對校際選課之規範，悉依下列規定辦理：

- 一、校際選課分為本校學生選修他校課程及他校學生選修本校課程。
- 二、凡本校學生選修他校課程者，悉依下列規定辦理：
  - (一) 選修他校之課程，須為本校該學期中未開設者。但延長畢業年限者不在此限。
  - (二) 凡申請至他校選課者，需於公告辦理期間上網申請，並經所屬系所及教務處相關單位同意後，由學生持申請單至他校辦理選課及繳費，並於本校加退選截止前，向綜合業務組繳交經他校同意之申請單備查。
  - (三) 每學期校際選課之學分數，學生修習他校課程不得超過九學分。碩、博士班學生修習碩、博士班課程，以一科為限。校際選課學分數應併入當學期修習學分數上、下限計算。
  - (四) 校際選課之成績考查，依學則有關規定辦理。
  - (五) 經核准至他校修課者，應遵守該校之相關規章。
- 三、凡他校學生選修本校課程者，悉依下列規定辦理：
  - (一) 出示肄業學校教務處同意證明。
  - (二) 上網申請校際選課。
  - (三) 若擬修習之科目已逾修課人數上限，不予受理。
  - (四) 繳交學分費，如課程附帶實習則應另繳實習費。

- (五) 成績考核，悉依本校相關規定辦理，每學期結束後，綜合業務組將選課學生之成績送原肄業學校登錄。

Article 33

The cross-university course enrollments are handled in accordance with the following provisions:

- A. Cross-university course enrollments include course enrollments at other institutions by the students of this University and vice versa.
- B. Enrollments of courses at other institutions by the students of this University should be handled by the following regulations:
1. Except for the students with extended study period, the courses to be selected at another institution should be those not provided at this University in the same semester.
  2. The student who intends to enroll courses at another institution should make online applications within the announced timeframe and obtain approval from both his/her own department/graduate institute and the relevant units at the Office of Academic Affairs. The said student then submits the application forms to the visiting institution to process course enrollments and make necessary payments and then submits the application form that have been approved by such institution to the Division of Registration and Curriculum of this University for record by the deadline of course enrollment.
  3. In taking courses at other institutions, a student may take courses that account to not more than 9 credits per semester; a graduate student may take only one graduate course or undergraduate courses that account to not more than 9 credits. Students of Master's and Doctoral are limited to taking one Master's or Doctoral subject respectively. Credits taken at other institutions should be taken as part of the credits taken at this University of the same semester with the total number meeting the specified upper and lower credit limits.
  4. The assessments of grades on cross-university courses are subject to the provision of these Academic Regulations.
  5. The students who are approved to take courses at another institution should observe the relevant regulations of such institution
- C. The students from another institution should comply with the following regulations in course enrollment:
1. Submit certificate of approval from the Office of Academic Affairs of the institution he/she is studying at.
  2. Make online application at the website of this University.
  3. The application will be rejected if the seats for the intended courses have all been taken.
  4. Make payment for the credit fees and the lab fees if the course include lab works.
  5. The assessments of grades are subject to the relevant regulations of this University. The Division of Registration and Curriculum shall forward the grades of said students to their registered institutions for record at the end of

each semester.

## **第十一章 缺席及曠課**

### **Chapter 11 Absenteeism and Truancy**

第三十四條 學生因故請假，經核准者為請假缺課，未經准假而任意缺席或曠課，悉依下列規定辦理：

- 一、曠課一小時以缺課三小時計算。
- 二、某一科目缺、曠課累計達任課教師所明文規定且宣布之扣分標準者，應反映於該科成績。
- 三、因懷孕、生產或哺育幼兒之需要等，而核准之事(病)假、產假及生理假，致缺課時數逾全學期授課時數三分之一者，不受第一至二款之規範。
- 四、重病假：(如開刀或住院治療等)缺課三小時以一小時折算，惟未折算前之全學期實際缺課時數超過授課時間三分之一時，仍應予休學。
- 五、病假及事假:缺課按實際缺課時數計算。

Article 34 An absenteeism is defined as an approved leave for reason. Unapproved absence and truancy shall be subject to the following regulations:

- A. One hour of unexcused absence is taken as three hours of excused absence.
- B. The total hours of excused absence and unexcused absence in a course by a student that exceeds the threshold expressly announced by the course instructor for point deduction should be reflected in the grade report of such course.
- C. Approved personal (sick) leaves and maternity leave of students due to pregnancy, childbirth, or childcare to infant(s) or toddler(s) shall not be subject to the regulations in the preceding Paragraphs 1 and 2.
- D. Severe sick leaves: every three hours of absence (from a surgery or hospitalization, for example) are considered as one hour, provided that a withdrawal from the University should be enforced when the total hours of absence before the conversion exceed one third of the total instruction hours of the semester.
- E. Sick leaves and personal leaves: Absences are counted based on the actual number of hours of absence.

## **第十二章 修業年限**

### **Chapter 12 Maximum Years of Study**

第三十五條 學士學位修業年限為四年，未於該年限完成學士學位規定學分、課程或其他畢業條件者為延畢生，得延長修業至多二年；懷孕、生產、撫育三歲以下子女、領有身心障礙手冊、取得直轄市、縣(市)政府特殊教育學生鑑定及就學輔導會鑑定證明之身心障礙生之一項或多項事由者，應檢具相關證明文件，得再申請延長修業至多二年。每生延長期限累計至多四年。

以大學畢(肄)業身分入學修讀學士學位者，至少應修讀一年(不含休學)；以專科學校畢業生身分入學修讀學士學位者，至少應修讀二年(不含休學)。



學士學位最低畢業學分數，不得少於一百廿八學分，並得視實際需要提高其畢業學分數。

碩士學位修業年限為一至四年，博士學位修業年限為二至七年。未於該年限完成碩士或博士學位規定學分、課程、學位論文或其他畢業條件者，其延長修業規定如下：

一、以在職生身分入學者，得延長修業至多二年。

二、懷孕、生產、撫育三歲以下子女、領有身心障礙手冊、取得直轄市、縣(市)政府特殊教育學生鑑定及就學輔導會鑑定證明之身心障礙生，應檢具相關證明文件，得延長修業至多四年。

三、具前二款延長修業之多項事由者，累計至多四年。

本條修業年限之計算規則如下：

一、曾辦理休學者，應扣除休學學期。

二、轉系(所)者，於兩系(所)重複年級所修習之學期，應予扣除。

三、轉學生入學編定年級前之學期，應予算入，至多為六學期，但以專科畢業生身分入學者，至多為四學期。

四、依本校學生抵免學分辦法規定提高編級者，編定年級前之學期，應予算入。

#### Article 35

The study period for baccalaureates is four years; one who fails to complete in such period the credits, courses, or other criteria for graduation is a student of deferred graduation, who may apply to extend their study period for a maximum of two years. The students under the conditions such as pregnancy, childbirth, or childcare for infant(s) or toddler(s) under age of three, and the students with disabilities who can submit the appropriate evidences (e.g., Disability ID; Special Education Students Diagnosis and Placement Certificate) issued by the competent authorities may apply for a further extension of study for up to two years. The maximum accumulated extended years of study is four years.

One with a baccalaureate degree or having studied in any undergraduate program and admitted in an undergraduate program at this University should study for at least one academic year (the suspension periods excluded). One graduated from a junior college and is admitted in an undergraduate program at this University should study for a minimum of two years (the suspension periods excluded).

The minimum number of credits required to graduate with a baccalaureate is 128 and is subject to increase as required.

The period of study for a master degree is one to four (1-4) years; the period of study for a doctorate is two to seven (2-7) years. For those failing to complete the credits, courses, and degree thesis for a master degree or a dissertation for a doctorate or meet other criteria for graduation, the regulations on the extension of study period are as follows:

A. The study period may be extended for up to two years for those admitted as in-service students;

B. The students under the conditions such as pregnancy, childbirth, or childcare for infant(s) or toddler(s) under age of three, and the students with disabilities

submitting the appropriate evidences (e.g., Disability ID; Special Education Students Diagnosis and Placement Certificate) issued by the competent authorities may apply for an extension of study for up to four years.

C. The maximum accumulated extended years of study is four years for the students with multiple conditions described in the preceding two Subparagraphs.

The calculations of maximum years of study in this Article are as follows:

A. the semesters under suspension of studies should not be included;

B. In the case of an undergraduate (or graduate) major change, the overlapping semesters between the two departments (graduate programs) should not be included;

C. For transfer students, the preceding semesters to the academic year which he/she started at this University should be included for a maximum of six (6) semesters, or four (4) semesters for junior college graduates admitted to the University.

D. For the students who advanced their year of study in accordance with the Regulations on Credit Transfer of the University, the semesters prior to their advancement shall be included.

### 第十三章 畢業

## Chapter 13 Graduation

第三十六條 修讀學士學位學生成績優異且均符合下列四項標準者，得申請提前一學期或一學年畢業：

一、修滿各該學系規定全部科目、學分及其他畢業條件(如：外語能力、資訊能力等)，有實習期限者，須實習完成。

二、各學期學業平均成績均達八十分以上。

三、各學期操行成績均達八十分以上。

四、各學期均名列該系、該年級學生前百分之五以內。

轉學生及入學後曾獲准抵免學分而提高編級之新生，不得提前畢業。

修讀碩士學位之研究生，修讀期間成績優異者，得申請逕行修讀博士學位，其辦法另訂之。

Article 36 Baccalaureate seeking students with excellent grades and performance and meeting all four criteria below may apply for an early graduation for one semester or one academic year:

A. Have completed all courses specified by their individual departments with all required credits acquired, met all other criteria for graduation (e.g., foreign language proficiency, information technology competency, etc.), and completed all internship in time, if applicable.

B. Average academic grade over the entire period of study is above 80.

C. The conduct grade of every semester is above 80.

D. Rank within the top five percent of all students of the same year at the same department every semester.

Transfer students and the newly admitted students who advanced their year of study

due to credit transfer are not eligible for early graduation.

Graduate students seeking master degree with outstanding grades during their study period may apply for direct pursuit of doctorate; the regulations in such respect are set out separately.

第三十七條 修讀學士學位學生修業期滿，修足學系規定科目、學分、其他畢業條件(如：外語能力、資訊能力等)及各學期操行成績及格者，有實習期限者，須實習完成，符合畢業條件者完成離校手續當學期應予畢業，離校程序及注意事項另行公告之。由本校頒發正式學位證書授予學士學位。

修讀學士學位學生在規定修業年限屆滿前一學期或一學年修滿學系規定全部科目、學分及其他畢業條件(如：外語能力、資訊能力等)，有實習期限者，實習完成，並合於第三十六條規定者，應由學校發給學位證書，不合於第三十六條規定者仍應註冊入學，其應修學分數依第二十九條第一項第二款之規定。

畢業年級相當於國內高級中等學校二年級之國外或香港澳門地區同級同類學校畢業生，以同等學力資格入學大學學士班者，應以前二項學系規定畢業學分，增加十二學分，為其畢業學分。

Article 37 Students who completed, within the stipulated period of study, all courses specified by the pertinent departments with all required credits acquired, met all other criteria for graduation (e.g., foreign language proficiency, information technology skills competency, etc.), and completed all internship in time if applicable, shall graduate in the semester when the prescribe conditions are fulfilled and the school leaving procedures are complete. The School Leaving Procedures and Notice shall be announced separately. The students shall be conferred with a baccalaureate with a formal diploma issued by this University. One semester or one academic year prior to the end of the stipulated study period, baccalaureate seeking students who have completed all courses specified by the pertinent departments with all required credits acquired, met other criteria for graduation (e.g., foreign language proficiency and information technology competency), completed all internship if applicable, and satisfied the provision of Article 36 are eligible for diploma issued by this University; if the provision of Article 36 is not satisfied, the student should still register to complete the study, taking credits stipulated in the Subparagraph 2, Paragraph 1 of Article 29.

Students who have graduated from an overseas (including Hong Kong and Macau) high school that has an educational qualification equivalent to Grade 11 in Taiwan and are admitted to the baccalaureate programs of the University should take an additional twelve course credits in order to graduate.

第三十八條 修讀碩、博士學位之研究生修業期滿，修足規定科目與學分，各學期操行成績及格（博士班須先取得博士學位候選人資格），並經碩、博士學位考試及格者，始可畢業，由本校發給學位證書授予碩、博士學位；已獲得學位之論文有抄襲、代寫等舞弊情事，經調查屬實者，即撤銷其學位，並公告註銷其已發之學位證書。

Article 38 Master degree or doctorate seeking students should complete within the stipulated study period all courses specified with all required credits acquired, pass conduct

grade in every semester (doctorate seeking students should first acquire doctorate candidacy), and pass their respective degree exams in order to graduate. **After completing the School Leaving Procedures**, they shall be conferred with their respective degrees with diploma issued by this University. **The School Leaving Procedures and Notice shall be announced separately.** If a student having been conferred a degree is found and verified with his/her thesis involved in fraudulence, e.g., plagiarism and custom thesis writing, the conferred degree shall be revoked and the cancellation of his/her diploma shall be announced.

第三十九條 修讀學士學位應屆畢業生缺修學分須於延長修業年限之第二學期重讀或補修者，第一學期得申請休學免予註冊，註冊者至少應選修一科目。  
修讀碩、博士學位之研究生學科學分修完尚未畢業者，仍應辦理註冊。

Article 39 If a baccalaureate seeking student falls short of credits to meet graduation criteria, the said student should retake course(s) or make up credits in the second semester of the extended study period. In this case, the student may apply for the suspension of studies in the first semester and be exempt from registration; for those who choose to register, a minimum of one course per semester is required.  
Registration is still required for the master degree or doctorate seeking graduate students who have completed the courses and credits yet are not qualified for graduation

#### 第十四章 進修學士班

#### Chapter 14 Continuing Education Program

第四十條 修業年限：進修學士班修業年限為四年，未於該年限完成學士學位規定學分、課程或其他畢業條件者為延畢生，得延長修業至多二年；懷孕、生產、撫育三歲以下子女、領有身心障礙手冊、取得直轄市、縣(市)政府特殊教育學生鑑定及就學輔導會鑑定證明之身心障礙生之一項或多項事由者，應檢具相關證明文件，得再申請延長修業至多二年。每生延長期限累計至多四年。

Article 40 Maximum years of study: The study period for continuing education is four years; one who fails to complete in such period the credits, courses, or other criteria for graduation is a student of deferred graduation, who may apply to extend their study period for a maximum of two years. The students under the conditions such as pregnancy, childbirth, or childcare for infant(s) or toddler(s) under age of three, and the students with disabilities submitting the appropriate evidences (e.g., Disability ID; Special Education Students Diagnosis and Placement Certificate) issued by the competent authorities may apply for a further extension of study for up to two years. The maximum accumulated extended years of study is four years per student.

第四十一條 選課：進修學士班選課應依照以下規定：修讀學生每學期修習學分數不得少於九學分。修課其他規定依照靜宜大學學生選課辦法辦理。

Article 41 Course enrollment: The course enrollment for students in continuing education is subject to the following provisions: A student should take not less than 9 credits hours per semester. Other matters regarding course enrollment follows the

University's *Regulations on Course Enrollments*.

第四十二條 畢業：

- 一、進修學士班最低畢業學分數，不得少於 128 學分，並得視實際需要提高畢業學分數。
- 二、進修學士班學生修業期滿，修足規定科目與學分及各學期操行成績及格者，有實習期限者，須實習完成，符合畢業條件者當學期應予畢業。由本校頒發正式學位證書授予學士學位。

Article 42 Graduation:

- A. The number of credits required to graduate in continuing education programs is 128, subject to increase as required.
- B. Students of continuing education programs should complete within the study period all courses with all required credits acquired, pass conduct grade in every semester, and complete all internship if applicable in order to graduate. The said students are conferred with baccalaureate with a formal diploma issued by this University

第四十三條 其餘有關於入學、註冊、選課、及休退學事宜，悉依照本學則其他各章之規定辦理。

Article 43 Other matters regarding admission, registration, course enrollment, suspension of studies, and withdrawal are all subject to the provisions of other sections hereof.

## 第十五章 雙聯學制

### Chapter 15 Joint Dual-Degree Program

第四十四條 雙聯學制係指本校與境外學校雙方依簽訂協議書，協助所屬學士班學生於原校修業至少滿二學期，碩士班滿一學期後，至對方學校進修，並於符合雙邊教育相關法令及完成雙聯學制合約畢業學分，本校學生仍需符合學系規定之畢業條件後，再由本校與境外學校共同或分別頒授學位。

Article 44 The Joint Dual-Degree Program refers to a system under agreement executed between this University and an institution overseas to assist undergraduate students of either party in studying at the other campus after they have studied at the original institution for a minimum of two semesters (one semester for graduate students) and to confer upon them, by both institutions jointly or respectively, pertinent degrees when the regulations regarding required credit hours for graduation stipulated in the joint dual-degree agreement and the regulations on graduation criteria of this University are met.

第四十五條 雙聯學制之學生入學後，由所屬學系負責輔導學業，其學籍、成績考核、獎學金、生活輔導等事項，除依兩校「合作辦理雙聯學制協議書」辦理外，其餘應依本學則相關規定辦理。

Article 45 Students admitted in a joint dual-degree program are entitled to assistance in matters such as student enrollment status, grade assessment, scholarship, and living assistance from the pertinent home departments; other matters are subject to either the "Cooperation Agreement on Joint Dual-Degree Programs" between the signing

institutions or the relevant provisions of these Academic Regulations

- 第四十六條 本校與境外大學校院辦理雙聯學制實施辦法另訂並報請教育部備查。  
Article 46 Regulations on the implementation of joint dual-degree programs between the University and overseas institutions are set out separately and submitted to the Ministry of Education for record.

## 第十六章 更改姓名、年齡 Chapter 16 Change of Name and Age

- 第四十七條 學生姓名及出生年月日，須以戶籍資料所載者為準。入學資格證件所載與身分證所載不符者，應予更正。  
Article 47 The names and birth dates of students should be consistent with those recorded in their household registration documents. Any discrepancy found between the students' admission documents and their identification cards shall be corrected.
- 第四十八條 在校學生及畢(肄)業校友申請更改姓名、出生年月日者，應檢附戶籍謄本及身分證影本各乙份，以書面向本校教務處綜合業務組申請，並改註加蓋印章於畢業校友之學位證書(肄業校友之修業證明書)。  
Article 48 Current students and alumni applying for change of names and birth dates should submit one copy each of the Household Registration Transcript and the Identification Card to file a written application with the Division of Registration and Curriculum of the Office of Academic Affairs at this University; the amendment and official seal shall be affixed on alumni's diplomas (or Certificates of Study for those with incomplete studies).
- 第四十九條 本校轉系所名冊及在校生更改姓名、出生年月日名冊，由本校自行管理，並於授予學位名冊註記更改事項。  
Article 49 The list of major change and that of change of student name and birth date at this University are managed by the University; changes are denoted in the degree conferral log.

## 第十七章 附則 Chapter 17 Supplementary Provisions

- 第五十條 突遭重大災害學生學習權益，得依教育部頒訂之「專科以上學校維護突遭重大災害學生學習權利處理原則」辦理，重大災害定義由教育主管機關認定之。  
Article 50 The learning rights of students in the event of force majeure shall be handled in accordance with the *Guidelines for Ensuring the Learning Rights for College Students subject to Force Majeure Event* issued by the Ministry of Education. The definition of a force majeure shall be determined by the competent educational authority.
- 第五十一條 本學則如有未盡事宜，悉依教育部有關法規及本校有關規定辦理。  
Article 51 Any matters not addressed in these Regulations shall be handled in accordance with the relevant laws and regulations of the Ministry of Education and those of this University.

第五十二條 本學則經本校校務會議通過後公告施行，並報教育部備查，修正時亦同。

Article 52 The Regulations shall be enforced on the date of promulgation after the approval of the University Assembly and submitted to the Ministry of Education for record. The same procedure applies to the amendments.