

National Dong Hwa University

Regulations for International Student Admissions

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Article 1 These regulations are formulated in accordance with the Ministry of Education regulations regarding international students undertaking studies in Taiwan.

Article 2 An individual of foreign nationality, who has never held nationality status from the Republic of China (“R.O.C.”) and who does not possess an overseas Chinese student status at the time of their application, is qualified to apply for admission under this regulation.

An individual of foreign nationality, pursuant to the following requirements and who has resided overseas continuously for no less than 6 years is also qualified to apply for admission under this regulation:

1. An individual who also is a national of the R.O.C., but does not hold or has had a household registration in Taiwan.
2. An individual who also was a national of the R.O.C. but has no R.O.C. nationality at the time of their application shall have an annulled status regarding their R.O.C. nationality for no less than 8 years after an annulment of R.O.C. nationality by the Ministry of the Interior.
3. Regarding individuals mentioned in the preceding 2 subparagraphs, they must not have studied in Taiwan as an overseas Chinese student nor received placement permission during the same year of the application by the University Entrance Committee for Overseas Chinese Students.

According to the Education Cooperation Framework Agreement, a foreign national who was selected by a foreign government, organization, or school, and does not hold a household registration from the time of their birth is not subject to the limitations as prescribed in the preceding 2 paragraphs after receiving the approval from the authorized educational government agencies.

The six and eight year calculation period as prescribed in Paragraph 2 shall be calculated from the starting date of the semester (February 1st or August 1st) as the designated due date for the time of study.

The term “overseas” as prescribed in Paragraph 2 is limited to countries or regions other than Mainland China, Hong Kong and Macau; the term “reside overseas continuously” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year.

The only exceptions to this method of calculation are for those who

fulfill one of the following requirements with written supported proof:

1. Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council

or technique training classes accredited by the Ministry of Education.

2. Attended a Mandarin Chinese language center at a university/college of which foreign student recruitment is approved by the Ministry, and to which the total length of stay is less than 2 years.
3. Exchange students, whose length of total exchange is less than 2 years.
4. An Internship in Taiwan which has been approved by an authorized central government agency, to which the total length of stay is less than 2 years.

An individual, who has both foreign and R.O.C. nationalities and has applied for an annulment of their R.O.C. nationality before February 1, 2011, the effective date of this amendment, will then be qualified to apply for admission as an international student under the amendment effective before February 1, 2011 and will not be subject to the limitation as prescribed in Paragraph 2.

Article 3 An applicant of foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macao, having no history of a household registration record in Taiwan and, at the time of application, has resided in Hong Kong, Macao, or another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

The term “reside overseas continuously” mentioned in the preceding paragraph means an individual may stay in Taiwan for no more than a total of 120 days per calendar year. However, such a term may be exempt, if any of the conditions prescribed in the Subparagraphs 1 through 4 for Paragraph 5 of the previous Article applies and is supported with written proof, and the said domestic length of stay shall be excluded from the overseas length of residency.

An applicant being a former citizen of Mainland China and holds a foreign nationality, having no history of household registration record in Taiwan, and at the time of application, has resided overseas continuously for no less than 6 years is qualified to apply for admission under these regulations.

The term “reside overseas continuously” means an individual may stay in Taiwan for no more than a total of 120 days per calendar year. However, such a term may be exempted if any of the conditions prescribed in Subparagraphs 1 through 4 for Paragraph 5 of the previous Article, applies and is supported with written proof, and the said domestic length of stay shall be excluded from the overseas length of residency.

The six and eight years calculation period as prescribed in Paragraph 1 and Paragraph 3 shall be calculated from the starting date of the semester (February 1st or August 1st) as the designated due date for the time of study.

The term overseas as prescribed in paragraph 5 in previous article shall apply to paragraphs 1 to 4.

Article 4 International students applying for schools in Taiwan in accordance with the two previous articles shall be limited to one application only. Upon completion of the course of study, at a school in Taiwan, to which an international student has applied, the student's admission to another school's academic level shall be handled in a manner identical to the admission procedures for local students. An exception is that an application for a master's degree or higher levels of graduate studies can be processed under the procedures of each individual school.

Article 5 The number of international students that the National Dung Hwa University may admit is limited to an additional ten percent of the number of local students approved on a case by case basis, for each educational institution each academic year, by the competent education administrative authority, and the number of international student admissions shall be incorporated into the total admission figure and reported to the competent education administrative authority for appraisal and ratification. Collaboration degree programs offered by National Dung Hwa University and foreign universities that have been approved on a case by case basis by the Ministry of Education are not subject to this restriction

Universities and colleges may admit international students to take up places at their institution available to local students within the approved admission quota for that academic year which remain vacant.

The number for admission prescribed in Paragraph 1; do not include international students with a non-degree status.

Article 6 National Dung Hwa University is responsible for establishing international student recruitment guidelines and must get approval from the Ministry. National Dung Hwa University shall set up accordingly a set of entrance procedures that outline the degree programs offered, the duration of study, quotas for admission, qualifications and requirements, reviewing or screening methods, along with other related information.

Article 7 All qualified international students whose Chinese and English language skill is suitable for entry will need to apply according to regulations. The university will review the application and will notify the suitable students for admission and to apply for the department.

Applicants will be required to take the basic level Chinese language proficiency test (TOCFL) after receiving notification of admissions. Applicants for classes taught in English are excluded from this. Applicants who did not pass the basic level test will be required to attend the Chinese language courses taught at the National Dung Hwa University Chinese language center. If the basic level is passed during the term of studying, then the applicant will be granted exemption from the class.

After admission, the various departments will decide on the credits for the basic classes which the students for the master and doctoral programs have to make up for. These credits will not be included in the master, doctoral graduate credits calculations.

Applicants who have qualifications similar to domestic or overseas graduates of senior high school sophomore can apply for Bachelor classes with equivalent qualifications. After admission, the school will, in accordance with the provisions of the school, revise and adjust the credits needed to graduate.

Article 8 International students applying for admission to schools under the level of senior high schools shall submit the following papers and directly apply for admission to the respective school during the period designated by the respective school. Admission letters will be issued if the review or examination finds the applicant qualified after submitting:

1. Application form.
2. Proof of nationality (Applicants who had dual nationality will be required to attach a document which proves the loss of ROC nationality)
3. Academic credentials that have been reviewed by Taiwan embassies, representative offices or other documents of the highest academic institution authorized by the Ministry of Foreign Affairs (Documents that are not in Chinese or English will require a Chinese or English translation)
 - (1) Academic credentials from Mainland China: The Regulations Governing Accreditation of Institutes in Mainland China shall apply.
 - (2) Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
 - (3) Academic credentials from other areas:
 - i. Academic credentials earned at overseas Taiwan schools or Taiwan schools in Mainland China shall be regarded as the same as earned in domestic schools of equivalent levels.
 - ii. Academic credentials referred in the preceding 2 Items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from institutes or branches established in Mainland China by foreign schools

shall require public notarization in Mainland China and be verified and examined by an institute established or appointed by, or a private agency commissioned by the Executive Yuan.

4. Financial proof that shows financial sustainability for study in Taiwan, or proof of full scholarship provided by a government agency, university, college, or private organization.
5. Proof of language capability:
 - (1) Application for courses taught in Chinese will require a proof of passing for the Chinese language proficiency test (TOCFL) or the new HSK Chinese language proficiency test or other proofs of capability.
 - (2) Application for courses taught in English will require a proof of passing for TOEFL iBT and other similar English language proficiency tests. (If the mother tongue of the applicant is English, or if a masters' degree has been received in an English speaking country, then these will not be required.)
6. Autobiography and a English or Chinese study plans for the abroad studying program (Content size should be around two A4 size)
7. Two recommendation letters

During the international student admission audit, for the application documents without verification by overseas consulates, representative offices, agencies of the country or other bodies authorized by the Ministry of Foreign Affairs (hereinafter referred to as 'Overseas Agencies') or institutes established or appointed by, or a private agency commissioned by the Executive Yuan as prescribed in subparagraphs 2 and 4 of the preceding paragraph may request for verification by an Overseas Agencies. If the said documents have been verified, the school may request examination of the documents.

Article 8.1 An international student submitting forged, fabricated, or altered papers for the purpose of the their school application shall be subject to enrollment qualification cancellation; or a revocation of enrollment and denial to the request of any certificate pertaining to study, if the said student is already enrolled; or revocation of graduation qualifications and cancellation of the diploma by the student's school, if the said student has been already graduated.

Article 9 An international student who has completed a bachelor's degree or a higher degree in Taiwan and applies for a master's program shall be exempt from the rules listed in Article 8, Paragraph 1, Item 3, provided that a graduation certification and transcript for each consecutive semester issued from the educational institutions in Taiwan shall be enclosed.

International students who have graduated from private high schools, lower grade schools for International Residents in Taiwan, or from bilingual programs affiliated with senior high schools, or from a foreign curriculum department and classes at private senior high schools or below must submit credentials and transcripts for each academic semester to apply for admission under Article 8, and are exempt from the rules listed in Article 4, Paragraph 1, Subparagraph 2, of the preceding Article.

Article 10 Universities/colleges offering admission to international students shall promptly register into the international student data management information system designated by the Ministry the following: school entrance, transfer, suspension or dismissal and any change or loss of student status.

Article 11 International students may not apply for Extension Programs at universities/colleges designed for returning education students, part time, in-service courses of Master programs, or other programs, which are restricted to night classes and classes during holidays. International students who have obtained legal resident status of Taiwan, or are enrolled in a program ratified by this Ministry, are exempted from this Article.

Article 12 An international student reporting to the university for registration at the time not beyond one-third of the first semester of the current school year shall register for the first semester; or at the time beyond one-third of the first semester of the current school year shall register for the second semester or the

next school year, unless otherwise stipulated by the authorized educational government agencies.

Article 13 For international students who wish to reserve the admission qualifications, transfer to another school, transfer to another department (group), apply for leave of absence, apply for quitting and other school status, school assessment matters will follow the relevant laws and regulations.

An international student who has been approved for an internship after their graduation from a university in Taiwan may have his or her international student status may be extended for one year at most after graduation.

During the course of study in Taiwan, international students, who have undertaken initial household registration, resident registration, naturalization or restoration of the R.O.C. nationality, will lose their international student status and shall be dismissed by the school.

International students who are dismissed from university/college after admission due to behavior issues, poor academic performance or a conviction under the Criminal Law may thereafter not apply for admission under this regulation.

The university shall integrate the procedures regarding how to accept international students transferring into articles 6, 7 and 8 of the guidelines, which will be subject to the Ministry's approval. However, an international student that has been dismissed by a school that accepts the said student, due to behavior issues or a conviction under the Criminal Law may not transfer to another university or college. After the transfer, the credits deduction will be applied using the university guidelines.

Article 14 Admission requirements and scholarships for international students shall be reviewed by the NDHU Overseas Recruitment Committee. Representatives of relevant offices and the heads of departments/institutes responsible for the processing of admission applications may be invited to attend if deemed necessary.

Article 15 The admission for international students will take place in spring and fall. The international office will check the documents and send it for reviewing. For qualified applications, the documents will be sent to the respective departments for review. If the application is confirmed, the admission team will report to the principal and send out the admission confirmation.

Article 16 Fees that are to be paid by international students in Taiwan should be calculated by using the following:

1. Students who are admitted to study in Taiwan or are recipients of MOFA Taiwan Scholarships, under the recommendation of the designated overseas agencies, or holders of the status of permanent residents in our country shall pay their tuition and other fees in accordance with the same standards that apply to Taiwan nationals.
2. Students admitted to educational institutions in Taiwan in accordance with an education cooperation agreement shall pay their tuition and other fees that are specified in the agreement.
3. A school that accepts an international student who does not qualify to the preceding 2 Subparagraphs may apply its own tuition and other fees standard to the international student.

Students that were admitted to study in Taiwan before the effective date of the February 1, 2011 amendment shall pay for their own tuition and other fees in accordance with the previous standards.

Article 17 At the time of registration a new international student shall present proof of a medical and injury insurance policy which is valid for at least 6 months from the date the student enters Taiwan. Current student shall present written proof that they have joined Taiwan's the National Health Insurance Plan.

The abovementioned written proof of insurance issued in foreign country shall be verified by the 'Overseas Agencies'.

Article 18 Without affecting the normal teaching situation, we have signed a cooperation agreement with foreign schools, to recruit internal exchange students; and may use these provisions, to enroll foreign student select students.

Select students do not have a formal student status, and the selected period is for a year and may be extended by another with consent from the school. Select students can become official students after passing the admissions procedures if reviewed by respective departments

Article 19 The international office is the main contact for the international students and will be in charge of international student cases.

The international office will hold irregular students consoling, promote the internationalization of the campus, and assist exchanges and interactions between students and foreign student exchanges.

For various student-related matters of international students on campus will be responsible by various authorities and governed by the relevant regulations.

International student academic achievers may, based on the scholarship application regulations apply for a scholarship.

Article 20 If international students violate the Employment Services Act, the schools shall immediately handle the cases in accordance with the related regulations after investigation.

Article 21 If international students discontinue their schooling or because of any other reason that causes them to change or lose their student status at the school, the school must notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the Service Center of National Immigration Agency, the Ministry of the Interior, and send copies of these notifications to the Ministry of Education.

Article 22 If there are regulations not stated fully here, will follow the Ministry of Education regulations.

Article 23 This guideline has been confirmed by the session of the Executive Council and the Ministry of Education has allowed the usage.