

CYCU Regulations Governing Admission for International Students

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Article 1 The admission regulations are established in accordance with Article 6 of “Regulations Regarding International Students Undertaking Studies in Taiwan,” issued by the Ministry of Education, Taiwan.

Article 2 A person of foreign nationality who has never held Republic of China (ROC) nationality and who meets the following requirements is permitted to apply for admission in accordance with the provisions of these regulations:

1. Applicant has never undertaken studies in Taiwan as an overseas Chinese student.
2. Applicant 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.

Applicant who owned a foreign nationality, who meets the following requirements, and who in the immediate past has resided overseas continuously for at least six years is permitted to apply for admission, in accordance with these regulations:

1. Applicant who at the time of their application holding dual R.O.C. nationality shall have never had household registration in Taiwan.
2. Applicant who before the time of their application 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. Applicant satisfying the above two subparagraphs has never used the overseas student’s status to study in Taiwan; in addition, at the academic year of application, the applicant has not given a placement by the University Entrance Committee for Overseas Chinese Students.

Applicant who was selected by a foreign government, organization, or school to study in Taiwan in accordance with the Ministry of Taiwan, 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 Article Two 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 1 subparagraph 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;
4. or 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 subparagraph 2.

Article 3 Foreign nationals holding foreign nationality and permanent residency in Hong Kong or Macau, who have not had household registration in Taiwan, and have continuously resided for at least six years in Hong Kong, Macau, or overseas at the time of application, may apply for admission according to these regulations.

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 Article 2 Paragraph 3, 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.

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 Article 2 Paragraph 3, 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.

The periods of six years and eight years stipulated in Article Three 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 Article 2 Paragraph 1 to 4 shall apply to Article 2 Paragraph 5.

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.

Article 5 The quota for admitting international students to this university is based on 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. However, the quota does not include the students belonging to those from the sister universities of CYCU who have been approved for admission per the special degree-seeking program authorized by the Ministry of Education, Taiwan.

Universities 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 Article 5, Paragraph 1 do not include international students who are not officially registered as the current students.

Article 6 The University's admission services for international students are mainly based on establishing an admission website, participating in educational exhibitions at home and abroad, and holding physical and online admissions seminars; however, such services shall not be delegated to extramural institutions, corporations, organizations, or individuals.

Admission of students can be either in spring semester or fall semester, and the admission is open to international students applying for admission to the bachelor's, master's, and doctoral programs. Each department or institute should draw up the criteria for enrolling international students in the following academic year before the annual announcement of the brochure in November and send the criteria to the Office of International and Cross-Strait Education for the finalization of the enrollment brochure.

Article 7 International students applying for admission to our university shall submit the

following documents and apply directly to the university during its designated application period, and applicants who passed the review or screening process will be issued an admission notice:

1. An enrollment application form
 2. Academic credentials (including the transcript. For documents which are not in either Chinese or English languages, a translated of either Chinese or English is required):
 - 2.1 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.
 - 2.2 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.
 - 2.3 Academic credentials from other areas:
 - 2.3.1 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.
 - 2.3.2 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.
- When documents that have not been verified by the overseas institutions established or designated by our country or entrusted private organizations are deemed questionable, verification may be requested. Those already verified may request assistance in verification.
3. A copy of the previous year's report card.
 4. A copy of your passport.
 5. Autobiography and resume.

6. Proof of financial resources: bank deposit certificate of NT\$120,000 (or US\$4,000) or more, proof of sufficient financial resources to study in Taiwan, or proof that the government, the university, or a private organization has provided full scholarships or guarantees.
7. A copy of published works or papers.
8. Two letters of recommendation.
9. A study plan.
10. Other documents as required by each department.
11. Proof of language proficiency: Proof of language proficiency must be submitted in accordance with the language of instruction of the department, and the language of instruction of the department of enrollment will be announced in the enrollment brochure.
 - 11.1 Programs with Chinese as a medium of instruction:
 - 11.1.1 Submit a certificate of Chinese language proficiency equivalent to TOCFL A2 (or above).
 - 11.1.2 For students whose native language is Chinese, whose previous degree was taught in Chinese, or who majored in Chinese in their previous degree, they must provide proof of this.
 - 11.2 Programs with English as a medium of instruction (including having sufficient courses offered in English to meet the graduation requirements):
 - 11.2.1 Proof of English language proficiency equivalent to CEFR B1 (or higher).
 - 11.2.2 Exemption for English-speaking countries; proof of English language proficiency for those who received their previous degree in an English-speaking country or whose previous degree was taught entirely in English.

An international student who has completed a bachelor's degree or a higher degree in Taiwan and who is applying to be admitted to do a master's degree program or a higher degree shall submit copies of his or her graduation certificate from a university or tertiary college in Taiwan and transcripts for each year of his or her studies and apply in accordance with the provisions of Article 7 and is not subject to the provisions of Article 7, Paragraph 1, subparagraph 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 shall submit copies of his or her graduation certificate, and his or her transcripts for each year, and apply for admission in accordance with the provisions of Article 4 and is not subject to the provisions of Article 7, Paragraph 1, subparagraph 2.

The admission notice 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 incidental 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. University may provide versions of these details in other mother languages of its international students.

In the event that the international students provide forgery, falsification, or alteration of the enrollment documents, the enrollment shall be revoked.

If an international student's enrollment documents are forged, borrowed, or altered, the student shall be disqualified; if the student has already enrolled in the university, the student shall be disqualified from the university and no proof of academic achievement shall be issued. If such cases are discovered after graduation, the University shall revoke the student's graduation qualification and cancel his or her degree certificate.

Article 8 International students studying at universities and colleges in Taiwan who have not been dismissed due to unsatisfactory conduct or confirmed criminal convictions, and who have completed two or more semesters of study while holding a certificate of study or leave of absence, may apply for the status as transfer students to the bachelor's program at this university, with the option to transfer to the second or third year as follows:

1. Students with two or more semesters may transfer to the first semester of the second year.
2. Students with three or more semesters may transfer to the second semester of the second year.
3. Students with four or more semesters may transfer to the first semester of the third year.
4. Students with five or more semesters may transfer to the second semester of the third year.

The number of transfer spots for international students will be handled by the added-on method, limited to the quotas in the foreign student admission quota approved by the Ministry of Education for the previous academic year.

Details regarding the department (program), admission quotas, application

procedures, application timeline, required documents and proof of document, evaluation methods, announcement of results, credit transfer policies, and other relevant regulations will be specified in the admission brochure.

Article 9 The application materials of international students applying for admission are initially reviewed by the office of International and Cross-Strait Education. Once deemed eligible, they are then forwarded to respective departments for further review. The results of departmental reviews are compiled by the office of International and Cross-Strait Education and submitted to the admissions committee for decision-making, announcement, and the issuance of acceptance letters. International students approved for admission will receive an admission letter from the university to facilitate the processing of passport, immigration, and other related procedures.

Article 10 International students admitted to this university shall pay tuition and incidental fees according to the school's fee regulations. If they meet the criteria for a tuition waiver, they may apply for a tuition waiver according to the university's regulations.

Article 11 When an international student registers, student 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.

Article 12 A university 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.

Article 13 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.

Article 14 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 in Taiwan want to transfer to another university. Each university shall formulate its own regulations regarding transfers of international students who study in university in Taiwan, incorporate these into its admission regulations, and submit these to the Ministry of Education for approval.

Article 15 International students approved for registration must complete the registration procedures by the specified date. In cases where they cannot enroll on time due to severe illness or major accidents, relevant proof should be provided, and they should apply to the university for permission to defer enrollment for one year before the registration deadline. If they are unable to register on time due to visa issues or other special circumstances, they should provide relevant documentation and apply directly to the university for an extension of registration, which should not exceed one-third of the semester. Those who have exceeded one-third of the semester may not enroll for the academic year. However, with the consent of the head of the department (or institute), graduate students in master's or doctoral programs may register for the second semester. Failure to complete registration, obtain approval for deferral of enrollment, or apply for an extension of registration will be considered as relinquishing the admission qualification.

Article 16 International students who are already in Taiwan and hold a valid Alien Resident Certificate may apply to become auditors, subject to the condition that their studies do not interfere with regular teaching activities. Upon successful completion of selected courses through examination, they may be issued a credit certificate by the university in accordance with regulations.

Article 17 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.

Article 18 International students admitted to this university who wish to transferring to another department, suspending or withdrawing from school, as well as other matters related to school Registration, academics, and life-counseling assessments, will be handled in accordance with relevant laws and regulations. If the withdrawal or transfer requires approval from the Ministry of Education, the university shall submit the application to the Ministry of Education for approval.

Article 19 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.

Article 20 If an international student defers or abandons their studies, or if there is any change or loss of their student status, PU must notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the service center(s) of the National Immigration Agency and notify the Ministry of Education.

Article 21 Office of International and Cross-Strait Education is responsible for handling applications from international students. The International and Mainland Students Advising Division specializes in counseling, coordination, and other related matters. They also strengthen arrangements for host families and provide guidance for international students in learning our language, culture, etc., aiming to enhance their understanding of our country. Additionally, various activities are held irregularly throughout the academic year to provide guidance for international students or promote campus internationalization, facilitating interactions and exchanges between domestic and international students.

Article 22 These regulations have been submitted to and approved by the Enrollment Committee and are approved by the Ministry of Education. The same procedure shall apply where the regulations are amended.