

# 景文科技大學外國學生招生規定

## JUST Admissions Regulations for Foreign Students

(教 007)

民國 93 年 5 月 14 日教育部臺文(一)字第 0930064536 號函備查  
民國 94 年 7 月 13 日教育部臺參字第 0940093125C 號  
民國 94 年 10 月 11 日 94 學年度第 1 學期校務會議修正通過  
民國 94 年 12 月 5 日教育部臺文字第 0940166169 號函備查  
96 年 1 月 9 日 95 學年度第 12 次行政會議通過  
97 年 7 月 4 日教育部臺文(一)字第 0970130318 號函備查  
100 年 3 月 17 日教育部臺文字第 1000042057 號函備查  
102 年 12 月 31 日教育部臺教文(五)字第 1020198098 號函修正後核定  
105 年 5 月 2 日教育部臺教文(五)字第 1050053800 號函修正後核定  
106 年 9 月 8 日教育部臺教文(五)字第 1060122307B 號函修正後核定  
106 年 10 月 16 日 107 學年度第 2 次招生委員會議通過  
106 年 11 月 7 日教育部臺教文(五)字第 1060159425 號函修正後核定  
112 年 2 月 21 日 112 學年度第 9 次招生委員會議通過  
112 年 4 月 6 日 112 學年度第 12 次招生委員會議通過  
112 年 5 月 2 日 112 學年度第 14 次招生委員會議通過  
112 年 5 月 11 日教育部臺教文(五)字第 1120046431 號函修正後核定

一、 為鼓勵外國學生來校就學，依據教育部外國學生來臺就學辦法訂定「景文科技大學外國學生招生規定」(以下簡稱本規定)。

1. In order to encourage foreign students to study at the school, the "JUST's Foreign Student Enrollment Regulations" (here in after referred to as these regulations) are formulated in accordance with the Ministry of Education's Measures for Foreign Students to Study in Taiwan.

二、 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。

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，亦得依本規定申請入學：

- (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。

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，經教育部核准，得不受前二項規定之限制。

第二項所定六年，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。

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認定之技術訓練專班。
- (二) 就讀教育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。

具外國國籍並兼具中華民國國籍，且於教育部外國學生來臺就學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。

2. Those who have foreign nationality and have never had the nationality of the Republic of China and meet the following regulations may apply for admission in accordance with these regulations:

(1) Never studied in Taiwan as an overseas Chinese student.

(2) The Overseas Joint Admissions Committee shall distribute the guidance and guidance measures for overseas students who have not returned to China in the academic year in which they apply for admission.

Those who have foreign nationality and meet the following requirements, and have recently resided overseas continuously for more than six years, may also apply for admission in accordance with these regulations:

(1) Those who have the nationality of the Republic of China at the time of application should have never had a household registration in Taiwan from the beginning.

(2) For those who once held the nationality of the Republic of China before applying but no longer have the nationality of the Republic of China at the time of application, eight years shall have elapsed from the date when the Ministry of the Interior permits the loss of the nationality of the Republic of China to the time of application.

(3) The first two paragraphs shall comply with the provisions of the first and second paragraphs of the preceding paragraph.

Foreign nationals who are recommended by foreign governments, institutions or schools to study in Taiwan in accordance with educational cooperation agreements and who have never had a household registration in Taiwan from the beginning may not be subject to the restrictions in the preceding two paragraphs with the approval of the Ministry of Education.

The six years specified in Paragraph 2 shall be calculated from the beginning of the semester in which the student intends to enroll (February 1 or August 1).

The term "overseas" mentioned in Paragraph 2 refers to countries or regions outside the mainland, Hong Kong and Macao; the term "continuous residence" refers to foreign students staying in China for less than 120 days per calendar year. If the starting and ending years of the accounting period for continuous overseas residence are not complete calendar years, the period of stay in the country during the accounting period of each year shall be determined as not exceeding 120 days. However, this does not apply to those who meet one of the following circumstances and have relevant supporting documents; their period of stay in the country will not be included in the calculation of the period of overseas residence:

(1) Enroll in overseas youth technical training classes organized by the Overseas Chinese Affairs Administration or special technical training classes recognized by the Ministry of Education.

(2) Studying in Chinese language centers of universities and colleges approved by the Ministry of Education to recruit foreign students for a total of less than two years.

(3) Exchange students whose total exchange period is less than two years.

(4) Come to Taiwan for internship with permission from the central authority in charge of the relevant industry, and the total internship period is less than two years.

Those who have both foreign nationality and the nationality of the Republic of China, and who have applied for the loss of the nationality of the Republic of China before the Ministry of Education's Regulations for Foreign Students Coming to Taiwan to Study in Taiwan were revised and implemented on February 1, 100th of the Republic of China, may

apply for admission in accordance with the original regulations and will not be exempted.  
Restrictions specified in Paragraph 2.

三、 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，得依本規定申請入學。

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。但符合前點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。

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，得依本規定申請入學。

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。但符合前點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。

第一項所定六年，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。

第一項至第四項所定海外，準用前點第五項規定。

3. Those who have foreign nationality and permanent residence status in Hong Kong or Macao, and have never had a household registration in Taiwan, and have resided in Hong Kong, Macao or overseas for more than six consecutive years at the time of application, may apply for admission in accordance with these regulations.

The term "continuous residence" as mentioned in the preceding paragraph refers to the period of stay in the country in each calendar year, which does not exceed one hundred and twenty days in total. However, this does not apply to those who meet one of the circumstances listed in paragraphs 1 to 4 of paragraph 5 of the preceding point and have relevant supporting documents; their period of stay in the country will not be included in the calculation of the period of continuous residence in the preceding paragraph.

Those who have been citizens of mainland China with foreign nationality and have never had household registration in Taiwan, and who have resided overseas for more than six consecutive years at the time of application, may apply for admission in accordance with these regulations.

The term "continuous residence" as mentioned in the preceding paragraph refers to the period of stay in the country in each calendar year, which does not exceed one hundred and twenty days in total. However, this does not apply to those who meet one of the circumstances listed in paragraphs 1 to 4 of paragraph 5 of the preceding point and have relevant supporting documents; their period of stay in the country will not be included in the calculation of the period of continuous residence in the preceding paragraph.

The six years specified in the first item shall be calculated from the beginning of the semester in which the student intends to enroll (February 1 or August 1).

For the overseas areas specified in items 1 to 4, the provisions of item 5 above shall apply mutatis mutandis.

四、 外國學生依前二點規定申請來臺就學，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，逕依本校規定辦理。

（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。

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喪失學籍者，不得再依前項規定申請入學。

4. Foreign students who apply to study in Taiwan in accordance with the provisions of the previous two points are limited to one time; those who continue to study in Taiwan should apply for admission in the same way as ordinary domestic students in China. However, this does not apply to the following circumstances:

(1) After completing the program of the school you are applying for, applying for a

master's program or above must be handled in accordance with the regulations of the school.

(2) Foreign students who apply to come to Taiwan to study at bachelor's level or below, stay in the country for less than one year, drop out of school or lose their student status for any reason, may re-apply to study in Taiwan, and are limited to one time.

Foreign students who have been admitted to a school due to failure in conduct or academic performance, violation of laws or school rules in serious circumstances, resulting in expulsion and loss of student status, may no longer apply for admission in accordance with the provisions of the preceding paragraph.

五、 本校實際招收入學之外國學生，其名額以教育部核定本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教育部核定；本校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）報教育部核定。但本校與外國大學合作並經教育部專案核定之學位專班，不在此限。

第一項招生名額，不含未具正式學籍之外國學生。

5. The school actually recruits foreign students. The quota is based on the number of foreign students approved by the Ministry of Education for the previous school year plus 10%. This should be included in the total number of students for the current school year and reported to the Ministry of Education for approval. The school applies to recruit foreign students. If the student quota exceeds the approved enrollment quota for the previous academic year plus 10%, an increase plan should be proposed at the same time

(including quality control strategies and supporting measures) shall be submitted to the Ministry of Education for approval. However, this does not apply to degree programs that our school cooperates with foreign universities and has been approved by the Ministry of Education.

The first enrollment quota does not include foreign students without formal student status.

六、 外國學生申請入學分為春季班和秋季班招生，春季班錄取生得於當學年度下學期入學，秋季班錄取生於下學年度上學期入學，申請生應檢具下列資料及各系(所)或專班要求之其他文件，於簡章所訂招生截止日前，逕向本校教務處辦理入學申請，經審查或甄試合格者，發給入學許可：

(一) 入學申請表二份（附貼二吋半身脫帽照片）。

(二) 下列最高學歷證明文件及成績單二份(中、英文以外之語文，應附中文或英文譯本)：

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) 須出具由銀行提出足夠在臺就學之銀行帳戶存款金額至少美金 3,000 元以上之證明或政府、本校或民間機構提供全額獎助學金之證明。
- (四) 其他各系(所)另訂應繳之其他文件。
- (五) 推薦書二份(包括一份能敘明申請者中、英語能力之推薦信)。
- (六) 中、英文留學計畫各一份(含學習動機、期限及未來展望)。
- (七) 申請費。
- (八) 本校之教學以中文為主,申請時須提交華語文能力測驗(TOCFL) 2 級(基礎級)以上能力證明。產學合作專班依教育部規定辦理。

入學標準與審查方式,依據本校各項外籍生招生管道之簡章規定(含各類專班)辦理:

- (一) 教務處收件後進行資格審查,詳細核對申請人之資格及各項表件是否符合後,送交申請院系進行初審。
- (二) 院系將初審通過者,經招生委員會議審議合格者,始得入校就讀。
- (三) 錄取名單將公告於本校網頁,並以 Email 通知錄取生,並將「入學許可證明書正本」給錄取生。

初審或複審未獲錄取者,各項申請表件(不含所附證明文件正本)均不予退還。

本校審核外國學生之入學申請時,對第一項第二款及第三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。

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,應由本校撤銷其畢業資格並註銷其學位證書。

本校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。

本校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。

本校招收外國學生以申請入學方式辦理,以本校網頁之外國學生社群平台、參加海外教育展覽、國外姐妹校及畢業校友等管道宣傳本校特色及宣導相關招生資訊。

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。

6. Applications for admission by foreign students are divided into spring class and autumn class. Students admitted to the spring class can enroll in the second semester of the current school year, and students admitted to the autumn class can enroll in the first semester of the next school year. Applicants should submit the following materials and relevant departments (Other documents required by the institute) or specialized classes, please apply for admission directly to the Academic Affairs Office of the school before the enrollment deadline specified in the brochure. Those who pass the review or screening will be issued an admission permit:

(1) Two copies of admission application forms (with two-inch half-length photos without hats attached).

(2) Two copies of the following highest academic qualification documents and transcripts (for languages other than Chinese and English, Chinese or English translations should be attached):

1. Mainland area academic qualifications: should be processed in accordance with the regulations on the mainland area academic qualifications recognition regulations.

2. Hong Kong or Macao academic qualifications: should be processed in accordance with the Hong Kong and Macao academic qualification verification and recognition regulations. 3. Educational qualifications from other regions:

(1) The academic qualifications of overseas Taiwanese schools and Taiwanese business schools in mainland China are the same as those of schools at the same level in my country.

(2) Foreign academic qualifications other than those listed in the preceding two items should be handled in accordance with the university's regulations for the recognition of foreign academic qualifications. However, academic qualifications from foreign schools with schools or branches located in the mainland area must be notarized by a notary office in the mainland area and verified by an agency established or designated by the Executive Yuan or a private organization entrusted by the executive Yuan.

(3) Proof from a bank that the bank account deposit amount is sufficient for studying in Taiwan is at least US\$3,000, or proof that the government, the school or a private organization provides full scholarships and bursaries.

(4) Other documents payable by other departments (institutions).

(5) Two letters of recommendation (including one letter of recommendation that states the applicant's Chinese and English proficiency).

(6) One copy each of study abroad plans in Chinese and English (including study motivation, deadline and future prospects).

(7) Application fee.

(8) The teaching of this school is mainly Chinese. When applying, you must submit a certificate of proficiency of Test of Chinese Language Proficiency (TOCFL) Level 2 (Basic Level) or above. Special classes for industry-university cooperation are handled in accordance with the regulations of the Ministry of Education.

Admission standards and review methods are based on the school's regulations on various foreign student enrollment channels (including various special classes):

(1) The Academic Affairs Office will conduct a qualification review after receiving the application. After checking the applicant's qualifications and compliance with all the forms in detail, the application will be sent to the applicant's department for preliminary review.

(2) Only those who pass the preliminary review by the department and pass the admissions committee meeting can enroll in the school.

(3) The admission list will be announced on the school's website, and admitted students will be notified by email, and the "original admission certificate" will be given to the admitted students.

For those who are not admitted in the first review or re-examination, all application forms (excluding the original attached supporting documents) will not be returned. When our school examines the admission applications of foreign students, it shall not make any inquiries regarding the second and third paragraphs of Paragraph 1 without the approval of our country's overseas agencies.

If there is any doubt about the documents verified by an agency, an agency established or designated by the Executive Yuan, or a private organization entrusted by the government, it may request verification; if it has already been verified, it may request assistance in verification.

If the admission documents submitted by foreign students are forged, borrowed, or altered, their admission qualifications shall be revoked; those who have already registered will have their student status revoked and no relevant academic certificates will be issued; if it is discovered after graduation, the school shall revoke it their graduation qualifications and cancel their degree certificates.

Our school handles foreign student enrollment matters. Except for publicity and promotion and assisting students in completing the necessary procedures for coming to

Taiwan, we shall not entrust external institutions, legal persons, groups or individuals to handle matters; and shall promptly confirm whether they charge unreasonable fees to foreign students, establish Loan relationships or other violations of relevant laws and regulations may be verified by foreign students who apply if necessary.

The school handles matters related to the admission of foreign students on its own or by outside agencies, legal persons, groups or individuals, and shall not provide information that is inconsistent with admissions regulations, admissions brochures or related regulations.

Our school recruits foreign students by applying for admission. We use the school's website, foreign student community platform, participation in overseas education exhibitions, foreign sister schools and graduated alumni to promote the school's characteristics and relevant admissions information.

The admission permit in Paragraph 1 shall state the name of the foreign student, the name of the course of study, the degree level, the language of instruction, the academic year of enrollment, the start date of the semester, the basis for the collection and refund of tuition and miscellaneous fees, scholarships and bursaries, and other relevant information that should be notified to foreign students. Chinese and English versions are available to confirm that foreign students understand the rights and obligations related to studying in Taiwan, and a version in the language of the foreign student's home country may be provided.

- 七、 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，得檢具我國各院校畢業證書及歷年成績證明文件，依前點規定申請入學，不受前點第一項第二款規定之限制。

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，依前點規定申請入學，不受第四點第一項及前點第一項第二款規定之限制。

7. Foreign students who have completed a bachelor's degree or above in Taiwan and continue to apply for admission to a master's degree or above must submit graduation certificates from various schools in China and documents proving their academic performance over the years, and apply for admission in accordance with the provisions of the previous point. They are not subject to the first point in the previous point. Restrictions specified in paragraph 2.

Foreign students studying in China's foreign schools or bilingual departments (classes) attached to Chinese senior secondary schools, or graduates of foreign curriculum classes in private senior secondary schools, may apply according to the provisions of the previous point with the graduation certificates of these schools and documents proving their academic performance over the years. Enrollment is not restricted by the provisions of paragraph 1 of point 4 and paragraph 2 of paragraph 1 of the preceding point.

- 八、 本校應即時於教育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。

8. The school should immediately log in the foreign student information system designated by the Ministry of Education regarding admission, transfer, suspension, withdrawal or change, loss of student status, etc.

- 九、 外國學生不得申請就讀本校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教育部專案核准之課程者，不在此限。

9. Foreign students are not allowed to apply to study in our school's return education bachelor's degree classes, on-the-job master's degree classes, or other classes that are only taught at night or on holidays. However, this does not apply to foreign students who already have legal residence status in Taiwan or whose classes are approved by the Ministry of Education.

- 十、入學本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。但教育部另有規定者，不在此限。

10. When foreign students enroll in our school, if they have not completed one third of the study period in the first semester of the academic year, they will be admitted in that semester; if they have exceeded one third of the study period in the first semester of the academic year, they will be admitted in the second semester. Or register for the next academic year. However, this does not apply if the Ministry of Education stipulates otherwise.

- 十一、就讀本校大學部或研究所外國學生於本校畢業後，經本校核轉教育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。

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。

於我國大專校院就讀之外國學生報考本校轉學考，比照本國一般生按「景文科技大學各學年度大學部暨附設專科部轉學生招生規定」報考。

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，不得轉學進入本校就讀。

11. After foreign students studying in our university or graduate school graduate from our school, and are approved by the Ministry of Education to intern in my country, their foreign student status can be extended to up to one year after graduation.

After foreign students come to Taiwan to study, if they are allowed to register a household registration, transfer a household registration, naturalize or restore the nationality of the Republic of China during their studies in Taiwan, they will lose their foreign student status and should drop out of school. However, this does not apply to those who enroll in the same way as ordinary students in our country, and those who apply for naturalization and obtain the nationality of the Republic of China in accordance with paragraphs 1 to 3 of Article 4, Paragraph 1 of the Nationality Law.

Foreign students studying in colleges and universities in my country who apply for the transfer examination of our school shall apply according to the "Jingwen University of Science and Technology's transfer student admissions regulations for each academic year of the undergraduate department and affiliated junior college department" compared with ordinary students from their home countries.

Foreign students who have failed the school's conduct or have been expelled due to conviction in criminal cases are not allowed to transfer to this school.

- 十二、本校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；並得準用本規定，酌收外國人士為選讀生。

12. Without affecting normal teaching, our school may sign educational cooperation agreements with foreign schools to recruit foreign exchange students; and may apply these regulations mutatis mutandis to admit foreigners as elective students.

- 十三、本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，應依專科以上學校總量發展規模與資源條件標準相關規定，報教育部核定。

13. If our school establishes special classes for foreign students due to international academic cooperation plans or other special needs, it should be reported to the Ministry of Education for approval in accordance with the relevant regulations on the total development scale and resource conditions and standards of colleges and above.

- 十四、本校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。本校外國學生獎學金之申請，依本校「景文科技大學學業優良獎學金實施要點」、「景文科技大學境外學生學費減免實施要點」及「景文科技大學產學合作國際專班學生



學雜費減免實施要點」辦理之。

14. In order to encourage foreign students to study in Taiwan, our school may allocate its own funds to set up scholarships and grants for foreign students. The application for scholarships for foreign students in our school is based on the school's "Implementation Key Points for Academic Merit Scholarships at Jingwen University of Science and Technology", "Implementation Points for Tuition Remission and Exemption for Overseas Students at Jingwen University of Science and Technology" and "Implementation of Tuition and Miscellaneous Fee Reduction and Exemption for Students in Jingwen University of Science and Technology's Industry-Academic Cooperation International Specialized Classes". "Key Points" to handle.

十五、 接受外國學生之相關系(所)，應訂定外國學生入學之審查或甄試方式及入學標準。

外國學生之就學申請，依其學程及班別之不同，分由教務處國際與兩岸招生及交流中心及註冊組負責受理。教務處負責外國學生之招生宣導並受理報名申請及彙整資料，於每年八月十五日前交由招生委員會審核通過後，確定錄取名單，執交教務處彙整列冊呈報校長核准後發給入學許可。

本校外國學生之學業輔導由所屬系(所)負責；其生活輔導、聯繫與保險事宜由學生事務處生活輔導組負責，並應於每學年度不定期舉辦外國學生相關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。

15. Relevant institutions (institutions) that accept foreign students should establish review or screening methods and admission standards for foreign students.

Applications from foreign students are handled by the International and Cross-Strait Admissions and Exchange Center and the Registration Section of the Academic Affairs Office, depending on their academic program and class. The Academic Affairs Office is responsible for the recruitment promotion of foreign students and accepts applications and compiles information. After being reviewed and approved by the Admissions Committee before August 15th of each year, the admission list is determined and submitted to the Academic Affairs Office for compilation and submission to the principal for approval before being issued. Admission.

The academic counseling for foreign students in our school is the responsibility of the department (institution) to which they belong; the life counseling, contact and insurance matters are the responsibility of the life counseling group of the Student Affairs Office, and should organize foreign student-related counseling activities from time to time every academic year or promote the internationalization of the campus, activities that help Chinese students communicate and interact with foreign students.

十六、 外國學生就學應繳之費用，依下列規定辦理：

- (一) 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，依本校所定本國生收費基準。
- (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，由本校訂定收費基準，並不得低於同級私立學校收費基準。

本規定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。

16. Fees payable by foreign students to study shall be handled in accordance with the following regulations:

(1) Students who are awarded the Taiwan Scholarship by the Ministry of Foreign Affairs and have permanent residence status in my country who come to Taiwan to study on the recommendation of overseas institutions will be charged based on the tuition fees for domestic students set by the school.

(2) Those who enroll under an education cooperation agreement shall handle the matter in accordance with the provisions of the agreement.

(3) For foreign students other than those in the preceding two paragraphs, the school shall set the fee base, which shall not be lower than the fee base of private schools at the same level.

For students who entered school before the amendments came into effect on February 1, the 100th year of the Republic of China, the fees payable for this educational stage will still be handled in accordance with the original regulations.

十七、 獲准入學之外國學生，應於規定日期完成註冊手續。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，其保險效期，須包括在臺留學期間；如未投保者，須繳納保險費，委由本校學務處代辦投保事宜。

前項保險證明如為國外所核發者，應經駐外機構驗證。

如因簽證或其他事故不能按時註冊，應檢具有關證明，逕向本校申請延期註冊。

如因重病或重大事故不能按時入學時，應檢具有關證明，於註冊截止日前向本校申請保留入學資格一年。

既未完成註冊，亦未核准保留入學資格或延期註冊者，以放棄入學資格論。

17. Foreign students who are approved for admission should complete the registration procedures on the specified date. When foreign students register, new students should attach medical and injury insurance that is valid for at least six months from the date of entry. Current students should attach relevant insurance documents such as China's National Health Insurance. The insurance validity period must be included in During the period of studying in Taiwan, if you are not insured, you must pay the insurance premium and entrust the Academic Affairs Office of our school to handle the insurance matter.

If the insurance certificate mentioned in the preceding paragraph is issued by a foreign country, it shall be verified by the overseas agency.

If you are unable to register on time due to visa or other issues, you should present relevant certificates and apply directly to our school for extension of registration.

If you are unable to enroll on time due to serious illness or major accident, you should submit relevant certificates and apply to the school to retain your admission qualifications for one year before the registration deadline.

Those who have neither completed registration nor been approved to retain their admission qualifications or extend their registration will be deemed to have given up their admission qualifications.

十八、 外國學生有違反就業服務法之規定經查證屬實者，本校應即依規定處理。

18. If a foreign student has violated the provisions of the Employment Service Act and it is verified that it is true, the school shall deal with it immediately according to the regulations.

十九、 本校外國學生有休學、退學或變更、喪失學生身分等情事，本校應通報外交部領事事務局及本校所在地之內政部移民署服務站，並副知教育部。

19. If a foreign student of our school suspends, drops out or changes, or loses his student status, our school shall notify the Consular Affairs Bureau of the Ministry of Foreign Affairs and the Service Station of the Immigration Service of the Ministry of the Interior where the school is located, and also notify the Ministry of Education.

二十、 各系所在不影響教學原則下，得酌收在臺之外國學生為選讀生。

20. Under the principle of not affecting teaching, each department may consider accepting foreign students living outside Taiwan as elective students.

二十一、 選讀生之註冊入學與選課手續，比照正式生辦理；其修讀科目經考試及格，得由本校核發學分證明。

選讀生選讀期滿欲取得正式學籍，應依本規定第六點之規定辦理。

選讀生於取得本校正式學籍後，其已修習及格之科目學分，得依本校抵免學分辦法之規定辦理抵免。

21. The registration and course selection procedures for elective students are the same

as for regular students. If they pass the examination, the school will issue a credit certificate.

Students who wish to obtain formal student status after their enrollment period must follow the provisions of Point 6 of these regulations.

After elective students obtain official student status from the school, the credits of subjects they have taken and passed can be applied for credits in accordance with the provisions of the school's credit exemption regulations.

- 二十二、外國學生留臺期間，應遵守中華民國法律及本校各項規定，若有違反且情節重大者，本校得予以勒令退學處分。

22. Foreign students should abide by the laws of the Republic of China and the regulations of the school during their stay in Taiwan. If there is any violation and the circumstances are serious, the school may order them to be expelled from school.

- 二十三、本規定未盡事宜，依教育部外國學生來臺就學辦法暨本校有關規定辦理之。

23. Matters not covered in these regulations shall be handled in accordance with the Ministry of Education's Regulations for Foreign Students Studying in Taiwan and the relevant regulations of our school.

- 二十四、本規定經本校招生委員會議通過，報請教育部核定後施行，修正時亦同。

24. These regulations shall be implemented after being approved by the Admissions Committee of the school and submitted to the Ministry of Education for approval. The same applies to amendments.