

# National Chengchi University Admission Guidelines for International Students

Articles 3 and 8 amended and approved at the 570th University Administration Meeting, March 7, 2001  
Articles 2 to 12 amended and approved at the 579th University Administration Meeting, October 9, 2002  
Article 5 amended and approved at the 580th University Administration Meeting, November 6, 2002  
Articles 11 and 12 amended and approved at the 581st University Administration Meeting, December 11, 2002  
Articles 3, 4, 6, and 12 amended and approved at the 582nd University Administration Meeting, March 12, 2003  
Referenced by the Ministry of Education in Tai (I) Letter No. 0920050311, April 11th, 2003  
Article 11 amended and approved at the 591st University Administration Meeting, October 6, 2004  
Articles 5, 8, and 9 amended and approved at the 594th University Administration Meeting, March 6, 2005  
Article 9 amended and approved at the 596th University Administration Meeting, May 11, 2005  
All articles amended and approved at the 597th University Administration Meeting, October 5, 2005  
Referenced by the Ministry of Education in Tai Letter No. 0940153914, November 4, 2005  
Article 5 amended and approved at the 603rd University Administration Meeting, October 4, 2006  
Referenced by the Ministry of Education in Tai Letter No. 0950159499, October 25, 2006  
Articles 5, 11, and 16 amended and approved at the 612th University Administration Meeting, March 5, 2008  
Referenced by the Ministry of Education in Tai (I) Letter No. 0970047735, March 28th, 2008  
Articles 6 and 13 amended and approved at the 615th University Administration Meeting, October 1, 2008  
Referenced by the Ministry of Education in Tai Letter No. 0970216223, October 29, 2008  
Articles 3, 5, 7, and 14 amended and approved at the 630th University Administration Meeting, March 2, 2011  
Referenced by the Ministry of Education in Tai (II) Letter No. 1000076210, May 9, 2011  
Article 4 amended and approved at the 633rd University Administration Meeting, August 3, 2011  
Referenced by the Ministry of Education in Tai (II) Letter No. 1000174447, September 28, 2011  
Article 8 amended and approved at the 640th University Administration Meeting, August 1, 2012  
All articles and regulation title reviewed at the 642nd University Administration Meeting on November 7, 2012; amended and approved at the 643rd University Administration Meeting, December 5, 2012  
Article 5 amended and approved in the 644th University Administration Meeting, March 6, 2013  
Referenced by the Ministry of Education in Tai Jiao (V) Letter No. 1020060511, April 19, 2013  
Articles 3, 5, and 14 amended and approved at the 650th University Administration Meeting, December 4, 2013  
Referenced by the Ministry of Education in Tai Jiao (V) Letter No. 1030016463, February 6, 2014

Article 1 These Admission Guidelines have been stipulated in accordance with Article 6 of the Ministry of Education Regulations for International Students Undertaking Studies in Taiwan.

Article 2 A recruitment summary should be stipulated according to these Admission Guidelines to facilitate National Chengchi University international student admission reviews. Student recruitments must be conducted openly and publicly. Recruiting departments, years of study, number of admissions, admission requirements, screening criteria and other related regulations must be listed in detail in the recruitment summary.

Article 3 An individual of foreign nationality, who has never held Republic of China (R.O.C.) nationality and who does not hold an overseas Chinese student status at the time of their application, is qualified to apply for admission under these regulations.

An individual of foreign nationality who fulfills the following requirements and who has resided overseas continuously for no less than six (6) years is also qualified to apply for admission under these guidelines:

I. An individual who simultaneously holds foreign and R.O.C. nationality but has never been registered under any given household

in Taiwan.

- II. For individuals who have once held R.O.C. nationality but whose R.O.C. nationality no longer remains valid at the time of their application, their nationality statuses must have been annulled by the Ministry of the Interior no fewer than eight (8) years prior to the time of their application for admission.
- III. Regarding individuals mentioned in the preceding 2 paragraphs, they must not have been enrolled in Taiwanese schools as overseas Chinese students nor have received placement permission granted by the University Entrance Committee for Overseas Chinese Students in the same year as the time of application.

Individuals who possess foreign nationalities, who are permanent residents of Hong Kong or Macau, and who have never been registered under any given household in Taiwan, may apply for admission according to these guidelines if they have resided in Hong Kong, Macau or other overseas countries for over six (6) years continuously at the time of their application.

Applicants who were former citizens of Mainland China who now hold foreign nationalities, have had no record of household registration in Taiwan, and have resided overseas continuously for no less than six (6) years at the time of application, are qualified to apply for admission under these guidelines.

The ending date for the six and eight year overseas residence periods as prescribed in the three preceding Paragraphs shall be calculated according to the starting date of each semester (February 1 or August 1).

The term “overseas” in Paragraphs II to IV refer to countries or regions outside Mainland China, Hong Kong and Macau.

The term “reside overseas continuously” referred to in Paragraphs II to IV means that foreign applicants must have resided in Taiwan for no more than a total of 120 days per calendar year. **If the starting and ending dates of the applicant’s period of continuous overseas residence do not constitute one complete calendar year, their stay in Taiwan should not exceed 120 days within any given calendar year placed under consideration.** Applicants who fulfill any one of the following conditions and who have proof of documentation are exempt from these limitations; the periods during which applicants resided in Taiwan will not count

towards their period of residence in Hong Kong, Macau, or overseas:

- I. Enrollment in overseas youth training courses organized by the Overseas Compatriot Affairs Council or technical training special courses accredited by the Ministry of Education.
- II. Enrollment at Mandarin Chinese language centers at universities or colleges where international student recruitment is approved by the Ministry for a total duration of less than two (2) years.
- III. Exchange students, whose total length of exchange study is less than two (2) years.
- IV. Internships in Taiwan that have been approved by Central Government governing agencies for a total duration of less than two (2) years.

According to the Education Cooperation Framework Agreement, a foreign national who was elected or recommended by a foreign government, organization, or school for study in Taiwan, and who has never held household registration records in Taiwan, is not subject to the limitations as prescribed in the above Paragraphs I and II upon the approval of competent education administration authorities.

An individual who holds both foreign and R.O.C. nationalities and who has applied for the annulment of their R.O.C. nationality before February 1, 2011, shall be qualified to apply for admission as an international student in accordance with the previous set of regulations and will not be subject to the limitation as prescribed in Paragraph 2.

Article 4 Applicants who have been reviewed and accepted for admission must possess Chinese language abilities equivalent to Level 2 of the Test of Chinese as a Foreign Language (TOCFL) in addition to enrolling in English taught programs. Individuals who fail to pass the Level 2 Test must enroll in the Chinese Language Special Course conducted by the National Chengchi University Chinese Language Center for 4 terms. Those who pass the Level 2 Test during their period of study are not required to enroll in this course.

Individuals who are enrolled in the abovementioned Chinese language course must pass the test before they may graduate. For departments and institutes who require higher graduation standards for Chinese language abilities, those higher standards shall prevail.

Article 5 Applicants must submit the following documents and fees within the

designated period:

- I. One (1) copy application for admission (attached with one (1) 2-inch portrait length hatless passport photo).
- II. One (1) photocopy of proof of nationality.
- III. Academic credentials:
  - (I) Academic credentials from Mainland China: The Regulations Governing Accreditation of Institutes in Mainland China shall apply.
  - (II) Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
  - (III) Academic credentials from other areas:
    1. Academic credentials earned at Taiwanese schools located overseas or Taiwanese schools in Mainland China shall be regarded as the same as earned at domestic schools of equivalent levels.
    2. Academic credentials obtained from institutes outside of regions referred to the preceding two 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 through a private agency commissioned by the Executive Yuan.
- IV. 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.
- V. Other documentation required by the University and its departments, institutes or programs.
- VI. Application fee.

When the University reviews international student applications, documents pertaining to the abovementioned Paragraphs III to V that have not been verified by Taiwanese 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 by institutes established or appointed by or private agencies commissioned by the Executive Yuan, the University may request document verification. If said documents have been verified, the University may request

examination of these documents.

**An international student submitting forged, fabricated, or altered papers for the purpose of their school application shall be subject to enrollment cancellation; Enrollment will be cancelled if the student is already registered and enrolled, and no certificate of study will be issued. If said student has already graduated, the University should rescind the student's graduation qualifications and revoke the student's diploma.**

Foreign students who have graduated from Schools for International Residents in Taiwan, bilingual programs affiliated with senior high schools, or foreign curriculum programs and at private senior high schools may submit their graduation credentials and complete academic transcript to apply for admission, and are exempt from the limitations prescribed in Paragraph 1, Subparagraph 3 and Article 14, Paragraph 1.

International students who have completed their bachelor's degree or higher in Taiwan may apply for admission into master's programs with graduation certification and complete academic transcripts issued by educational institutions in Taiwan according to Paragraph 1. These students should also be exempt from the limitations prescribed in Paragraph 1, Subparagraph 3.

At the time of registration, new international students 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 students 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 6 Applicants should submit applications to the University's Office of International Cooperation according to the University's recruitment summary within the designated period.

Article 7 The number of international students recruited by the University each year may not exceed 110% of the total number of ratified admissions for each academic year. The number of international student admissions shall be incorporated into the total admission figure and reported to competent education administrative authority for appraisal and ratification.

The abovementioned number of admissions does not include international students who do not hold official student statuses.

Article 8 International student admission applications should first be reviewed by respective departments, institutes or programs to determine eligibility, and then submitted to the Admissions Review Panel for review.

The abovementioned Admissions Review Panel consists of executive officers including the Vice President, Dean of Academic Affairs, Director of the Office of International Cooperation, Deans of relevant colleges, and Directors of relevant departments, institutes, or programs. The panel shall be convened by the Vice President of the University.

Article 9 In principle, applications for admission are reviewed once per year, with additional screening exams conducted when necessary.

Applicants who are found eligible through the abovementioned review process are ratified by the President, upon which applicants will receive admission letters and be notified for enrollment. The list of admitted foreign students will immediately be submitted to the Ministry of Education Designated Foreign Student Information Management System for registration in order to facilitate the management of foreign student enrollments, transfers, leaves of absence, withdrawals, or changes or loss of student status.

Article 10 International students may not apply for enrollment in on-the-job postgraduate courses such as the University's recurrent education program or other courses offered exclusively in the evenings, on holidays, or weekends. However, international students who have already obtained permanent residency in Taiwan or who are enrolled in courses especially authorized for foreign student attendance by the Ministry of Education are exempt from these limitations.

Article 11 International students who complete the admission process and are registered before 1/3 of the semester has passed will be immediately enrolled for study in the same semester; students who are registered after 1/3 of the semester has passed will be enrolled in the following semester.

Article 12 International students who are authorized for admission and demonstrate high academic performance in their duration of study may receive a scholarships and subsidies according to relevant International Student Scholarship regulations stipulated by the University and the Ministry of Education.

Article 13 After international students are enrolled, the Office of International Cooperation will be responsible for coordinating student guidance and communication. Students will receive assistance in finding home stay families and in the learning of Chinese language and culture in order to enhance their understanding of Taiwan. Periodic events that provide foreign students with guidance or activities that promote campus internationalization and exchange between domestic and foreign students will be held.

Article 14 International students **applying for schools in Taiwan in accordance with Article 3 shall be limited to one application only.** Upon completion of their **course of study** at their respective schools in Taiwan, in the event international students choose to proceed onto higher education (Bachelor's or higher) in Taiwan, their applications for admission shall be handled in a manner identical to the admission procedures for local students.

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. Individuals who violate these regulations will have their admissions revoked and their student status rescinded.

These admission regulations are applicable to international students who apply for transfers. However, students who have been dismissed from universities or colleges they were originally enrolled at due to behavior issues, poor academic performance or a conviction under the Criminal Law may not apply for academic transfer according to this regulation. After international students have been transferred and admitted, credit exemption may be processed according to the National Chengchi University School Constitution and the Guidelines for Student Credit Exemption.

During their course of study in Taiwan, foreign 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.

After international students have graduated, if situations that may result in withdrawal or dismissal from the University pertaining to above Paragraphs II to IV are proven upon investigation, foreign graduate

diplomas shall be duly revoked and their graduation qualifications rescinded.

Article 15 Colleges, departments, institutes and programs may sign education cooperation agreements with foreign schools and recruit international exchange students provided regular teaching routines are not affected; these regulations are also applicable to the recruitment of non-degree seeking foreign students. Non-degree seeking students do not hold official student status and may remain enrolled for up to one (1) year, with possible extensions of one (1) additional year upon the approval of the University. Non-degree seeking students may become official student upon passing the review process conducted according to these admission regulations. Academic credits obtained during the period non-degree seeking enrollment will be recognized upon review by respective departments and institutions.

Article 16 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.

If international students violate the Employment Services Act and if said violations have been found to be true upon investigation, the University shall intervene in accordance with related regulations.

Article 17 Any matters that are not addressed in these admission regulations shall be governed by the Ministry of Education Admission Regulations for International Students Undertaking Studies in Taiwan and other related NCCU policies.

Article 18 These Guidelines were passed during a University Administration Meeting and submitted to the Ministry of Education for authorization. They have been implemented with the approval of the President, and the same shall apply to all subsequent amendments.