



University of Taipei

臺北市中正區愛國西路1號
 1, AI-GUO W. Rd, TAIPEI, TAIWAN, (10048)
 天母校區 11153 臺北市士林區忠誠路 2 段 101 號
 101, SECTION 2, ZHONGCHENG Rd, TAIPEI
 TAIWAN,(11153)

發文日期：中華民國 2019 年 6 月 17 日
 發文字號：北市大教字第 1086015127 號

Admission Notification for 2019 Fall Semester

International Student

外國學生 2019 年秋季班入學通知書

Chinese Name 中文姓名		Gender 性別	
English Name 英文姓名		Nationality 國籍	
Passport No. 護照號碼		Status 學生身分別	International Student 外國學生
Program 入學系所別		Degree offered 學制	
Registration Date 註冊日期	September 9, 2019 2019 年 9 月 9 日由班代統一收件至註冊組辦理 Class representative should collect all registrations and submit to Division of Registration by September 9, 2019		
Semester Begins 開學上課日期	September 9 (MON), 2019 2019 年 9 月 9 日(星期一) September 9 (Monday), 2019		
Dormitory Check-In 進住宿舍日期	宿舍進住日期 2019 年 8 月 31 日起上午 9 時起至下午 5 時 From 9 am To 5 pm, August 31, 2019		
New Student Online Registration 新生網路報到	2019 年 6 月 17 日 (星期一)上午 10 時起 2019 年 7 月 19 日 (星期五)下午 17 時止 From 10 am, June 17 (Monday), 2019	至本校首頁/新生園地(含網路報到)/新生報到系統 Please visit University of Taipei website/New Students (including Online Registration)/New Student Registration (International Student Application) http://reg.utaipei.edu.tw/files/11-1018-2779-1.php ★登入帳號密碼: Login Account and Password: Login Account(護照號碼 Passport Number) Password(西元生日 8 碼 yyyy/mm/dd)	

	<p>To 5 pm, July 19 (Friday), 2019</p>	<p><u>Password (Date of Birth in 8 Digits yyyy/mm/dd)</u></p> <ol style="list-style-type: none"> 1. 填寫「就讀意願」及「個人基本資料」，上傳「證件照」製作學生證。 Complete “Intent of Registration” and “Personal Information.” Upload “ID Photo” for student card. 2. 上述資料完成後需按「完成送出」並「列印」 「新生基本資料表」。 Upon completing the information above, please click “Complete and Send” and “Print” “Personal Information Form.” 3. 開學學歷查驗須繳交 Submit the following documents for education background verification at beginning of semester. <ul style="list-style-type: none"> ■ <u>新生基本資料表</u> Personal Information Form ■ <u>身分證件、護照影本(正本查驗)</u> ID Card、Passport(Original Required) As well as a photocopy of ID card and passport ■ <u>畢業證(明)書影本(正本須查驗)</u> 需經我國駐外館處或其他經外交部授權機構驗證;如為中、英文以外之語言，應附中文或英文譯本 A photocopy of the applicant’s highest education diploma (a Chinese or English version of certification from by Taiwanese Representative Office) ■ <u>歷年成績單影本(正本須查驗)</u> 需經我國駐外館處或其他經外交部授權機構驗證;如為中、英文以外之語言，應附中文或英文譯本 A photocopy of an official transcript of the highest academic degree (a Chinese or English version of certification from by Taiwanese Representative Office) ■ <u>外國學生申請人在臺就學檢核表及切結書</u> Checklist and Declaration for International Applicants Undertaking Studies in Taiwan. ■ <u>緊急醫療授權書</u> Authorization for Emergency Medical Treatment
<p>Student No. Inquiry 學號查詢</p>	<p>2019 年 8 月 1 日 (星期四) August 1(Thursday), 2019</p>	<p>至本校首頁/常用連結/校務系統/新生學號查詢，以護照號碼(前10碼)查詢。 Please visit UTaipei homepage/Links/School IT System/New Student No. Inquiry. Please use passport no. (first 10 digits) for inquiry.</p>
<p>Dormitory Application 宿舍申請</p>	<p>2019 年 8 月 31 日 (星期六) 上午 9 時起至下午 5 時 From 9 am To 5 pm, August 31 , 2019</p>	<ol style="list-style-type: none"> 1. 宿舍申請(線上申請及寄送申請文件，逾時則不予受理，避免影響後續床位安排事宜)，請詳閱各校區宿舍網頁說明。 For Dormitory Application (online application and delivery of documents via post will not be accepted after the deadline to prevent delay of ensuing arrangements), please refer to websites of dormitories of different campuses for more details. 2. 請至學校首頁右側學生專區：住宿及租屋服務網站並詳閱住

		<p>宿相關規定；請詳閱網站說明後，登入校務資訊系統提出申請。</p> <p>Please go to the Student section on University of Taipei's website (right hand side of page): Housing and Rental service websites and read all related rules and regulations. Please log into School IT System to submit application.</p> <p>(http://utdormitory.utaipei.edu.tw/bin/home.php)</p> <p>3. 新生請用護照號碼(前10碼)及生日登入作業。</p> <p>New students may log in with passport number (first 10 digits) and date of birth.</p>		
Registration Fee 註冊繳費	2019 年 9 月 September 2019	<p>1. 2019 年 8 月公告「註冊須知」於本校首頁/學生專區/註冊須知 “Registration Guide” is published on UTaipei homepage/Student/Registration Guide in August 2019</p> <p>2. 請至本校首頁/常用連結/校務系統，以學號登入列印繳費單，並依限繳費後於註冊日完成註冊手續 Please visit UTaipei homepage/Links/School IT System, and log in with Student No. to print the payment slip. Please pay before the deadline and complete registration on the day of registration</p> <p>3. 其他相關訊息(如選課、就學貸款等事宜)規定於註冊須知及本校各單位網站，請自行上網參閱。 For other related matters (such as course selection, student loan) are all detailed in Registration Guide and websites of UTaipei's divisions. Please visit the websites for more information.</p> <p>4. 未依規定時間完成註冊手續者，應令退學。 Students will be dismissed if they do not complete registration in time.</p>		
Other Information 其他注意事項	保留入學 Retention	<p>依據本校學則：重病、懷孕、生產、撫育三歲以下幼兒、應徵服役者或其他重大事故不能按時入學時，得於開學日前，檢具相關證明文件，提出申請，經核准後，始得申請保留入學資格。</p> <p>According to UTaipei Regulations: when a student cannot attend the school in time due to pregnancy, child birth, taking care of children under age 3, serving the compulsory military service, or other major accidents, may submit application of retention with all required documents before the first day of school. Retention is granted upon approval of application.</p>		
	休學申請 Application of Suspension	<p>學生休學累計以二學年為原則。</p> <p>The maximum of the accumulated suspension is two academic years.</p>		
Phone Numbers	辦理事項 Matters	業務單位 Division	博愛校區 Boai Campus	天母校區 Tianmu Campus

of School Divisions 相關事宜 承辦單位電話			(02)2311-3040	(02)2871-8288
	新生報到 New Student Registration	註冊組 Registration	1121	7503、7504
	選課、註冊 Course Selection, Registration	課務組 Curriculum	1112、1122、1123、	7503、7504
	學雜費繳費 Tuition	出納組 Accounting	1331、1332、1333、1334	7622、7623
	獎助學金申請 Scholarship and Aid Application	學務處 Office of Academic Affairs 國際事務處 Office of International Affairs	1212 8664	7925
	住宿申請 Housing Application	學務處 Office of Academic Affairs	1235	7915
	居留證辦理 Visa Application	國際事務處 Office of International Affairs	8664	

注意事項

Important Notes

1. 本校所招收之外國學生，應符合本校外國學生入學辦法第二條之規定，如經發現不符資格者，本校將依相關辦法撤銷入學資格或開除學籍。

International students of University of Taipei (UT) should follow the second article of Law regarding international students for Advanced Study in Taiwan. If not, those who are unqualified will be denied their admission to UT or be quitted from UT.

2. 請特別留意我國教育部「外國學生來臺就學辦法」(106年9月8日教育部臺教文(五)字第1060122307B號令修正發布)，詳如本校教務處招生組網頁。

Please pay special attention to “Regulations regarding International Students Undertaking Studies in Taiwan” (MOE V:1060122307B Order promulgated on September 8, 2017). Refer to webpage of UTaipei’s Office of Academic Affairs, Division of Admissions.

3. 外籍生來臺前，應至最近之中華民國(臺灣)駐外使館或代表辦事處辦理居留簽證。來臺後，於抵達後15天內至內政部移民署各縣市服務站申請外僑居留證及重入國許可。

International students should apply for the **Resident Visa** in their nearby **Taipei Representative Office**. They must change **Resident Visa** into **Alien resident Certificate** and apply for **Re-entry Permit** at the National Immigration Agency **within 15 days** after arrived in Taiwan.

4. 有關在臺就學期間從事工作之申請規定，請依「就業服務法」第50條及「雇主聘僱外國人許可及管理辦法」第30至35條辦理；大學部學士班學生需就學一年以後才可提出申請、碩士班學生則視課程學習研究需要即可提出申請。本校受理單位為學生事務處軍訓室，電話：02-23113040#1232、1233。

Current international students who are working in Taiwan should follow Article 50 of EMPLOYMENT SERVICE ACT as well as Article 30-35 of Regulations on the Permission and Administration of the Employment of Foreign Workers. International undergraduate students should apply for jobs after studying for at least one year, while graduate students’ applications depend on their study plan as well as their personal wills. For more information, please contact Military Education Unit of the Office of Students Affairs at University of Taipei, Telephone: 02-23113040#1232;1233。

5. 外籍學生應檢附已於國外投保自入境當日起至少 6 個月有效期之醫療及傷害保險(應經駐外館處驗證)；在臺居留滿 6 個月之後可由本校代為辦理加入全民健康保險；另於註冊時代收學生平安保險費用，享有學保權益。本校健康促進中心電話：02-23113040#4174 (博愛校區)、02-28718288 #1202 (天母校區)。

International students should hand in proof of **an overseas medical and injury insurance** to cover a valid period of **no less than 6 months** starting from the day of your arrival in Taiwan. The above mentioned written proof of insurance issued in a foreign country should be **verified by a Taiwanese Representative Office**. International students who stay in Taiwan for over 6 months can apply for National Health Insurance through University of Taipei. All international students will be charged with student-insurance fee and beneficially entitled. University of Taipei Health Center phone number: 02-2311-3040#4174(Bo-Ai Campus), 02-28718288#1202(Tian-Mu Campus)

6. 學雜費收費標準依本校網頁公告;住宿費(約新台幣 5,500、8,500、10,000 元)、暑、寒宿費(約新台幣 4,400、2,200 元)、保險費、學生自治費等各種費用之繳交，收費金額視學生個別狀況而定。請至行政大樓 1 樓總務處出納組列印繳費單，並繳交費用。請注意繳費期限。本校宿舍聯絡電話：博愛校區 886-2-23113040*1233 ； 天母校區 886-2-28718288*7911

Tuition and miscellaneous fee standard are provided in the website of University of Taipei. Dorm Fee (about NT 5,500、8,500、10,000 dollars), summer vacation dorm fee (about NT3,000~4,400) , Insurance Fee and other fees depend on students' situations. International students can print out the billing from the Cashier Section of the Office of General Affairs at University of Taipei. Please note the **deadline of payments**. Dormitory number : **Bo-Ai Campus 886-2-23113040*1233 ; Tian-Mu Campus 886-2-28718288*7911**

7. 本入學通知書及本校錄取函並不保證簽證取得，簽證須由我國外交部或駐外使館處核發，簽證相關資訊，請參閱外交部領事事務局網站 <http://www.boca.gov.tw/>。

The admission notification and acceptance letter do not guarantee issuance of the visa. The visa can only be approved by Ministry of Foreign Affairs of Taiwan Overseas Missions. More information regarding visa, please refer to the website of Bureau of Consular Affairs, Ministry of Foreign Affairs. <http://www.boca.gov.tw/mp?mp=2>

※各項入出境簽證手續須自行辦理，來臺簽證流程及應備文件如下：

- A. 核准入學通知書、B.護照、C.體檢表、D.2吋照片6張、E. 投保醫療及傷害保險，從入台時間算起，有效期至少6個月之證明。

※Admitted students should obtain valid visa by himself/ herself. The following are the visa application process and required documents:

- A. Letter of acceptance, B. Passport, C. Health examination certificate, D. Six 2-inch photos,
E. Proof of health and accident insurances for at least 6 months starting from the date of arrival.

8. 檢附「臺北市立大學外國學生獎助學金要點」暨申請表，請參閱頁11-15。

"Guidelines for University of Taipei Scholarship to International Students" and the Application Form are on page 11-15.

外國學生申請人在臺就學檢核表及切結書

Checklist and Declaration for International Applicants Undertaking Studies in Taiwan

外國學生申請人是否曾以僑生身分在臺就學檢核表

Checklist for International Applicants Undertaking Studies in Taiwan as Overseas Chinese Student

依據「外國學生來臺就學辦法」第2條規定，外國學生須未曾以僑生身分在臺就學，為確認您的外國學生身分，請確實填寫回答以下問題，謝謝！

Under Article 2 of *MOE Regulations Regarding International Students Undertaking Studies in Taiwan*, an international student must not have studied in Taiwan as an overseas Chinese student. Please answer the following questions truthfully to verify your international student status. Thank you.

1. 請問您是否曾經來臺就學過？是 否（若填寫否，則無需回答以下問題）
Have you ever studied in Taiwan before? YES NO (skip the following questions if your answer is NO.)
2. 請問您是否曾以僑生身分在臺就學？是 否 不確定
Have you ever studied in Taiwan as an overseas Chinese student before? YES NO
UNCERTAIN
3. 請問您是否曾經海外聯合招生委員會分發？是 否 不確定
Have you ever received placement permission by the University Entrance Committee for Overseas Chinese Students? YES NO UNCERTAIN
4. 請問您是否曾經各校以自行(單獨)招收僑生管道入學？是 否 不確定
Have you ever been admitted as an overseas Chinese student through individual recruitment of other institutions? YES NO UNCERTAIN
5. 請問您本學年度是否向海外聯合招生委員會申請來臺就學？是 否
Have you applied to the University Entrance Committee for Overseas Chinese Students or study in Taiwan during the academic year? YES NO UNCERTAIN

填表說明：若您於第1題或第2題填寫「否」之選項，請填寫下列切結書。

If you answered "NO" to Question 1 or Question 2 please fill in the following Affidavit

切 結 書

申請人_____ (姓名)為具_____ 國籍之外國學生，申請本年度來臺就讀臺北市立大學，本人確認未曾以僑生身分在臺就學，倘經僑務主管機關查證具僑生身分，則由錄取學校撤銷原錄取資格，不得異議。

I, _____ (full name), an international student holding the nationality of _____, am applying to study at the University of Taipei this year. I guarantee that I have never studied in Taiwan as an overseas Chinese student before; in case I'm verified by the Overseas Compatriot Affairs Council to be holding the status of overseas Chinese student, my admission status shall be deprived without objection.

此致

臺北市立大學

University of Taipei

立切結書人：

Applicant's Signature

護照號碼：

Passport No:

西元 年 月 日

Date:(YYYY/MM/DD)

(本人已確實瞭解本切結書所提之內容)

(I fully understand the content of the declaration.)

說明：

依據「僑生回國就學及輔導辦法」，所稱僑生，指海外出生連續居留迄今，或最近連續居留海外六年以上，並取得僑居地永久或長期居留證件回國就學之華裔學生。但就讀大學醫學、牙醫及中醫學系者，其連續居留年限為八年以上。

Note:

According to "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan," the term "overseas Chinese student" refers to a student of Chinese descent who has come to Taiwan to study, who was born and lived overseas until the present time, or who has been living overseas for six or more consecutive years in the immediate past and obtained permanent or long-term residency status overseas. Note that for those applying to study in the departments of medicine, dentistry, or Chinese medicine at Taiwan universities, the minimum required number of consecutive years of overseas residency is eight years.

所稱海外，指大陸地區、香港及澳門以外之國家或地區；連續居留，指華裔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。

The term "overseas" refers to locations or countries other than mainland China, Macao, and Hong Kong. The term "consecutive years of residency" is defined as Overseas Chinese Students staying in Taiwan for less than 120 days per calendar year. If the calculated calendar year is not one complete calendar year, the stay in Taiwan should not exceed 120 days within the calculated calendar year period.

緊急醫療授權書

緊急醫療授權書是給監護人(家長)填寫的文件，緊急醫療授權書設立的目的如下：

一	若學生在台灣遭遇緊急危險，必須送醫院接受醫療診治時，或需要進行醫療手術與其他重大治療時，臺北市立大學將會試圖緊急通知監護人(家人)或列於本授權書中所指定之緊急聯絡人。
二	若無法聯絡上監護人(家人)或緊急聯絡人時，臺北市立大學將依據授權書所賦予的權力，從事下列行為： 1. 提供第一時間之救助。 2. 授權醫師對學生進行檢查及醫療行為。 3. 安排運輸工具(不論利用救護車或其他交通工具)，前往適宜施行緊急醫療之場所，包括醫院之急診室、醫師之診療室或診所，但不以上述場所為限。 4. 經醫療機構判斷需接受相關檢查、治療或手術，得簽署該機構所要求出具之相關文件。 5. 本人同意若是發生任何疾病在處理的過程中，本人會負擔所有的財務責任，同時在就醫或是接受治療的時候，(北市大)的員工或職員不用負擔相關的法律責任
三	1. 請特別注意，學生應在行前備妥資料並請監護人(家長)簽名，將文件攜至本校報到註冊。 2. 請以正楷書寫或列印。
四	校內諮詢單位 學生事務處健康促進中心 博愛校區 TEL: 886-2-23113040 #4171、4172、4173、4174 天母校區 TEL: 886-2-28718288 #1201、1202

Authorization for Emergency Medical Treatment

I, _____ [name of parent/guardian] understand that in the case of emergency of my child,
given name / family name

_____ [name], University of Taipei at **Bo-Ai Campus** : 1, Ai-Guo W. Road, Taipei, Taiwan

given name / family name University of Taipei at **Tian-Mu Campus** : 101, Sec. 2, Zhongchen Rd., Shilin Dist. Taipei, Taiwan

will try to notify me or the person I have listed below as an emergency contact. In case of a medical emergency concerning my child, at a time when I or my listed emergency contact, for any reason, cannot be reached, I hereby grant with full power to UT and its employees to act on my or my child's behalf the following treatments: 1. Administer first aid; 2. Authorize a medical doctor to examine or treat my child; 3. Arrange for the transportation of my child, whether by ambulance or otherwise, to a proper facility where emergency medical treatment is normally administered, including but not limited to, an emergency room of a hospital, a doctor's office, or a medical clinic; and 4. Sign releases as may be required in order to obtain any medical or surgical treatment based on the judgment of medical authorities at the facility. I hereby agree to accept the financial responsibilities for any cost thus incurred in the treatment of any illness, accident. I further agree that in the process of seeking or providing such treatment, neither nor its employees shall be liable, de facto or de jure, for any complications that may arise thereof.

The following persons are appointed as my/our child's Emergency Contact (if I/we cannot be reached):

1. Name _____ Phone Numbers: Home) _____ Office) _____ Cell) _____

2. Name _____ Phone Numbers: Home) _____ Office) _____ Cell) _____

3. Name _____ Phone Numbers: Home) _____ Office) _____ Cell) _____

Signature of Parent/Guardian

Printed name of Parent/Guardian

Phone Numbers: Home) _____ Office) _____ Cell) _____

Date: _____

The authorization comes into force upon legally-binding signature.

This information will be kept confidential in the possession of the university. Should the need arise, this information may be given to the proper medical authorities.

「臺北市立大學外國學生獎助學金要點」

106 年 10 月 31 日 106 學年度第 1 學期第 1 次學生事務會議通過

107 年 11 月 13 日 107 學年度第 1 次學生事務會議修正通過

一、臺北市立大學(以下簡稱本校)為推動國際化之發展，吸收優秀外國學生至本校就讀，特依據教育部「外國學生來臺就學辦法」第十五條訂定本要點。

二、本要點所指之「外國學生」為符合教育部「外國學生來臺就學辦法」第二條、第三條規定。

三、獎助學金實際名額、金額及發放月份數，視每學期各項經費收支情形及國際學位生人數由審查會議彈性調整之。

獎助學金由國際事務處編列專款、教育部各機關補助或其他各項相關經費支應之。

四、獎助學金類別及申請方式如下：

(一)新生入學助學金：

- 1.申請本校學位生之博士、碩士、學士外國新生若干名。
- 2.於申請入學時，向國際事務處提出申請。
- 3.博士、碩士生每名至多新臺幣壹拾貳萬元，學士生每名至多新臺幣捌萬元。
- 4.註冊入學後，每學期補助至多四個月，共計補助至多兩個學期，博士、碩士生每個月核發至多新臺幣壹萬伍千元，學士生每個月核發至多新臺幣壹萬元

(二)在學獎助學金：

1.在學獎學金：

- (1)每學期補助在籍之博士、碩士、學士外國學生若干名。
- (2)每學期依公告時間及規定向國際事務處提出申請。
- (3)每學期每一名核發至多新臺幣伍萬元，分兩次發放，學期初核發至多新臺幣貳萬伍千元，學期末核發至多新臺幣貳萬伍千元。
- (4)申請資格：申請當學期必須為在學生，且操性成績八十五分以上並具備下列資格之一者：
 - (A)前一學期(休學之學期不計入)學業成績八十五分以上。
 - (B)前一學期(休學之學期不計入)班排名為前 40%。
 - (C)在專業領域有研究著作或展演創作，且有具體事蹟者。
 - (D)參與全國性、國際性專題(業)競賽者。

2.在學助學金：

- (1)每學期補助在籍之博士、碩士、學士外國學生若干名。
- (2)每學期依公告時間及規定向國際事務處提出申請。
- (3)博士、碩士生助學金為每一名每月至多新臺幣壹萬伍千元、大學生助學金為每一名每月至多新臺幣壹萬元。每學期補助至多四個月。
- (4)申請資格：申請當學期必須為在學生，且操性成績八十五分以上並具備下列資格之一者：
 - (A)前一學期(休學之學期不計入)學業成績七十五分以上。
 - (B)前一學期(休學之學期不計入)班排名為前 50%。
 - (C)若為特殊情況者，由就讀系(所)主任及導師 2 人共同推薦之。

五、獲第四點內之助學金者，需協助本校各單位推動國際事務相關工作，研究生每個月需協助三十小時，共一百二十小時；大學生每個月需協助三十小時，共一百二十小時。

獲第四點內之獎學金者，當學期需協助一百二十小時國際事務相關工作。

六、獲獎助學金者，未註冊入學、學期中休/退學或經查有偽造或不實之情事，撤銷其獲獎資格並停發其獎學金，已領取之獎助學金應予繳回。

- 七、獲獎助學金者不得重複支領，亦不得兼領本校或我國政府所提供之其他獎助學金，經查有兼領之情事，撤銷其獲獎資格並停發其獎助學金，已領取之獎助學金應予繳回。
- 八、獲獎助學金者，當學期須完成註冊入學，碩博士生至少應修習六學分課程；大學生至少應修習最低學分數。未達上述修課規定者，撤銷其獲獎資格並停發其獎學金，已領取之獎助學金應予繳回。
- 九、最高獎助年限，博士生為四年(八學期)、碩士生為二年(四學期)、學士生為四年(八學期)。
- 十、如有另行約定之姐妹校合作計畫，則不受此限，以專案處理。
- 十一、本審查會議由國際事務長為召集人，與各學院教師代表 2 名組成，任期一學年，得連任。教師代表因故無法出席者，得委請校內師長代為出席。新生入學助學金依學生提供之學業成績或獲獎之特殊表現等原則進行審查；在學之獎學金、助學金依上學期成績或特殊表現等原則進行審查。
必要時，國際事務處各組組長、教務處招生組組長、註冊組組長及學生事務處生活輔導組組長得列席。
- 十二、本辦法如有未盡事宜，依本校或教育部有關規定辦理。
- 十三、本要點經學生事務會議通過，陳請校長核定後實施。

Guidelines for University of Taipei

Scholarship to International Students

Approved by the 1st Academic Affairs Meeting of 2017
Academic Calendar (October 31st, 2017)

Amended by the 1st Academic Affairs Meeting of 2018
Academic Calendar (November 13th, 2018)

Article 1 The guidelines were established in accordance with Article 15 of “Regulations Regarding International Students Undertaking Studies in Taiwan” set by Ministry of Education. With the guidelines, University of Taipei (hereinafter referred to as the “University”) aims to promote the development of internationalization and attract outstanding foreign students to come study at the University.

Article 2 “International students” here in the guidelines refer to that regulated in Article 2 and Article 3 of “Regulations Regarding International Students Undertaking Studies in Taiwan” set by Ministry of Education.

Article 3 The actual scholarship applicants granted and the total months offering the scholarship will vary, depending on the revenues and expenditures of each category as well as the number of international students enrolled.

The scholarship will be offered based on specific earmarks compiled by Office of International Affairs of the University, be supported by departments of Ministry of Education, or from other relevant funds.

Article 4 Categories of scholarship and application procedures are as follows:

(1) Freshman admission support fund:

I. International freshmen applying to study for undergraduate, master or doctoral degree.

II. Students shall file the applications to Office of International Affairs of the University when applying for admission.

III. Total fund for each master student or PhD student will be NT\$120,000. Each undergraduate students will be granted NT\$80,000 in total.

IV. After enrollment, the fund will be offered four months in total per semester.

Support fund recipients studying for master’s degree or doctoral degree will be given a monthly stipend of NT\$15,000. Undergraduate students will be given a monthly stipend of NT\$10,000.

(2) Student scholarship/support fund (for returning students)

I. Student scholarship:

(a) Enrolled students studying for undergraduate, master or doctoral degree

(b) Students shall file the applications to Office of International Affairs of the University in accordance with the stated period and regulations.

- (c) Total scholarship for each student will be NT\$50,000 per semester. The scholarship will be dispensed twice, each recipient will be given a stipend of NT\$25,000 at the beginning of the semester, and a stipend of NT\$25,000 at the end of the semester
- (d) Requirements for scholarship eligibility: Students shall be currently enrolled for this semester; their academic grade for the previous semester should be 85 or above with no failed subjects; and their conduct grade should be 85 or above.

II. Student support fund:

- (a) Enrolled students studying for undergraduate, master or doctoral degree
- (b) Students shall file the applications to Office of International Affairs of the University in accordance with the stated period and regulations.
- (c) The support fund will be offered four months in total per semester. Each PhD student or master student will be given a monthly stipend of NT\$15,000. Each undergraduate students will be granted a monthly stipend of NT\$10,000.
- (d) Requirements for support fund eligibility: Students shall be currently enrolled for this semester; their academic grade for the previous semester should be 75 or above with no failed subjects; and their conduct grade should be 85 or above.
 - (i) Previous semester's academic performance (excluding leave of absence) over 75.
 - (ii) Previous semester's academic performance (excluding leave of absence) in top 50% of class.
 - (iii) Special cases shall be jointly recommended by head of the program and mentoring professor.

Article 5 Those who have received the scholarship mentioned in Article 4 are obligated to help promote activities of international affairs at each office of the University. Master students shall work 40 hours per month. Undergraduate students shall work 30 hours worth per month.

Each semester, Students who have received the scholarship mentioned in Article 4 shall help promote activities of international affairs for 120 hours in total.

Article 6 If a scholarship recipient does not enroll in the University, takes an academic leave during the semester, or withdraws from the University, his or her scholarship eligibility will be revoked, and the student will stop receiving scholarship. The scholarship recipient shall then return all the scholarships he or she has ever received.

Article 7 Please note that scholarship recipient shall not receive any other scholarships sponsored by the University or the government. Student who is found to have violated this rule, his or her scholarship eligibility will be revoked, and the student will stop receiving scholarship. The scholarship recipient shall then return all the scholarships he or she has ever received.

Article 8 Scholarship recipients should have finished registration for the current semester. Meanwhile, master/doctoral students should take at least six credit courses, and undergraduate students should at least take the minimum credit courses. Those who do not meet the requirements of course taking, their scholarship eligibility will be revoked, and they will stop receiving scholarship. The scholarship recipients shall then return all the scholarships they have ever received.

Article 9 The maximum award period for each program is as follows:

- (1) Doctoral program: four years maximum (8 semesters)
- (2) Master's program: two years maximum (4 semesters)
- (3) Undergraduate student: four years maximum (8 semesters)

Article 10 Matters regarding agreements for cooperation between partner colleges would not be limited by the guidelines, and shall be administered as a special case.

Article 11 Dean for International Affairs shall be the convener of the review committee, and call two representative professors from each department for meeting; the term of office for committee members shall be one semester, and they may be re-elected. For freshman admission scholarship, the applicants' academic records or special accomplishments during high school shall be reviewed in principle; for student scholarship/support fund, the applicants' academic grades from the previous semester or special accomplishments shall be reviewed in principle.

Chief of each section from Office of International Affairs, chief of recruitment section from Office of Academic Affairs, chief of registrar section from Office of Academic Affairs, and chief of student assistance division from Office of Student Affairs shall all attend the meeting of committee.

Article 12 If the guidelines do not address a specific matter dealing with related issues, the matter will be administered in accordance with relevant regulations of the University or Ministry of Education.

Article 13 The guidelines were approved by the Academic Affairs Meeting, and then reported to the school's principal for ratification before implementation.

FOR NEW APPLICANTS – Application Form 2019 Academic Year
UT Distinguished International Student Grant for College/Graduate Students
臺北市立大學2019 學年優秀國際學生新生入學獎學金申請表

申請日期：_____年(yyyy)_____月(mm) _____日(dd)

Name 姓名		Student Status 學制	<input type="checkbox"/> Bachelor 大學 <input type="checkbox"/> Master 碩士 <input type="checkbox"/> Doctoral 博士	Nationality 國籍	
Application Department 申請系所					
Passport NO. 護照號碼		Date of Birth 生日	_____年(yyyy)_____月(mm)_____日(dd)		
Contact Phone No. 聯絡電話		Academic Achievement of Last semester 最後學期學業成績			
E-mail Address	1. 2.				
Apply for other grants from Taiwan government 申請其他補助	<input type="checkbox"/> Yes <input type="checkbox"/> No	Applicant's Signature 申請者簽名			
Department's recommended reason and review results 系所主管推薦原因與審核	Recommended reason 推薦原因：				
	<input type="checkbox"/> Pass 通過 <input type="checkbox"/> Fail 不通過	Signature of department 審核主管簽名			
Checklist: Applicant is to submit the following (申請資料)					
<input type="checkbox"/> 1. Application form (申請表) <input type="checkbox"/> 2. Official Senior school or University Last semester transcript (最後學期成績單正本) <input type="checkbox"/> *3. Other related documents like academic achievement documents, the documents of participate in student activity, competition winners documents etc. (相關證明文件如：學術成就文件、參加課外活動證明、競賽獲獎證明等)					
Application information (申請須知)					
1. Total fund for each master student or PhD student will be NT\$120,000. Each undergraduate students will be granted NT\$80,000 in total. 博士、碩士生每名新臺幣壹拾貳萬元，學士生每名新臺幣捌萬元。					
2. After enrollment, the fund will be offered four months in total per semester. Support fund recipients studying for master's degree or doctoral degree will be given a monthly stipend of NT\$15,000. Undergraduate students will be given a monthly stipend of NT\$10,000. 註冊入學後，每學期補助四個月，共計補助兩個學期，博士、碩士生每個月核發新臺幣壹萬伍千元，學士生每個月核發新臺幣壹萬元					
3. Please note that scholarship recipient shall not receive any other scholarships sponsored by the University or the government. Student who is found to have violated this rule, his or her scholarship eligibility will be revoked, and the student will stop receiving scholarship. The scholarship recipient shall then return all the scholarships he or she has ever received. 獲獎助學金者不得重複支領，亦不得兼領本校或我國政府所提供之其他獎助學金，經查有兼領之情事，撤銷其獲獎資格並停發其獎助學金，已領取之獎助學金應予繳回。					
4. Those who have received the scholarship mentioned are obligated to help promote activities of international affairs at each office of the University. Graduate students shall work 40 hours per month. Undergraduate students shall work 30 hours work per month. 獲助學金者，需協助本校各單位推動國際事務相關工作，研究生每個月需協助四十小時；大學生每個月需協助三十小時。					
Remarks (備註)					
Applicant must follow the University Scholarship Regulation and prepare the application documents, for example: Taiwan Local Postal Remittances any missing information will result in your application being considered incomplete and may affect your scholarship status. 申請人必須遵守《大學獎學金條例》並準備相關申請文件，例如：在臺匯款郵局，若有任何遺漏的信息導致您的申請被認為不完整，可能會影響您的獎學金狀況。					
Officer Of International Affairs 國際事務處					
Results 審查結果	Case officer 承辦人	Section Chief 組長	Dean 國際長		
<input type="checkbox"/> Pass 通過，NT \$ _____ <input type="checkbox"/> Fail 不通過					

