

National Sun Yat-sen University Institute of Global Digital & Sustainable Finance of School of Banking and Finance 113 Academic Year (Year 2024-2025)

Important Dates

Item		Schedule (Taiwan Time; GMT+8)
Application	Required items	1. Obtain the application code online
		2. Upload the photo
		3. Fill out required personal information online
		4. Upload required documents
	5. Upload supplementary documents and materials	
Submission	Affidavit letter depends on the educational background of the applicant.	By post: April 30, 2024 (Postmark serves as proof). In person Delivery: by 5 p.m., April 30, 2024.
Print out the Entrance Examination Certificate for the entrance examination		From 12 p.m., May 6, 2024 (to be confirmed) ※NSYSU will not send the Entrance Examination Certificate by post, please print it out by yourself. It could be in color or black-and-white.
Online Refund Application ※ NSYSU will process the refund no later than June 15, 2024		12:00 p.m. April 17 to 5 p.m., May 9, 2024 ※Those who are not eligible for refunds and those who apply after deadline will not be refunded
Interview		Corporate Group: May 26, 2024 General Group: May 27, 2024 The time and venue will be announced on the website of the Department/Institute 3 days before the interview.
First Stage (TBC)	Screening List Announcement	5 p.m., May 21, 2024
	Print out Transcripts	5 p.m., May 22, 2024
	Application for Score Verification	5 p.m., May 23, to 5 p.m., May 24, 2024
Second Stage (TBC)	Admission Announcement	5 p.m., June 4, 2024
	Print out Transcripts	5 p.m., June 5, 2024
	Application for Score Verification	5 p.m., June 6, to 5 p.m., June 7, 2024
Registration Date for Admitted Students		June 11, to June 13, 2024

Note: The Admission Guide in English are translated from the original Chinese. In the event of any discrepancies between the two versions, the Chinese version prevails.

Deadline for Waiting List Registration

Starting Date of 1st Semester, 2024
(according to academic calendar)

Application Information

Student Application Information: NSYSU's Home Page / Application Information / Master's Degree Student/ School of Banking and Finance

Application System: NSYSU's Home Page / Application Information / Admission Application System / Master's Degree Student/ School of Banking and Finance

Website of Office of Academic Affairs : <https://oaa.nsysu.edu.tw/>

Inquiry

※ You will only be granted the status of "Applicant" when you have successfully uploaded the required documents. If you require any clarification on the application procedure, you should contact us via phone or email.

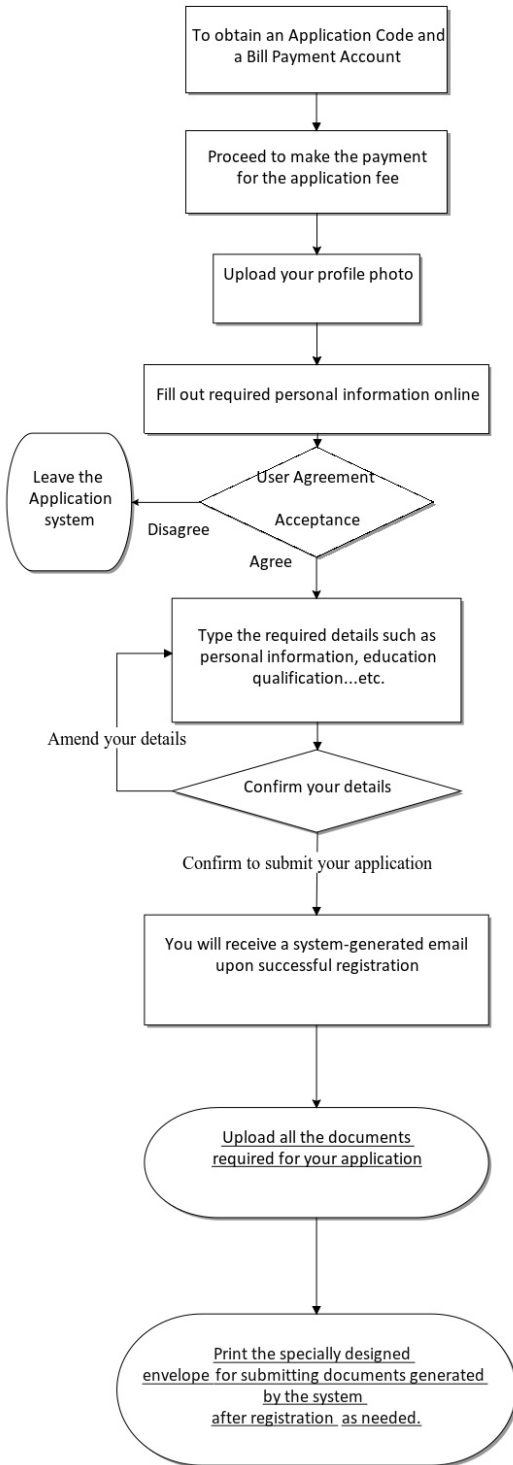
E-mail: acad-a@mail.nsysu.edu.tw **【Applicants are advised to contact us via E-mail】**

Telephone : +886-7-5252000 ext. 2153 (Opening Hours: Monday to Friday, 9 a.m.- 12 p.m. 、 2 p.m.- 5 p.m.)

Fax : +886-7-5252920 (07 is the area code for Kaohsiung. Please do not enter 07 if you stay in Kaohsiung)

[Online Application Procedure]

Application Web Page: NSYSU website/International Student Degree Program Application/Prospective Students/
Degree Students/Apply now-Online Application System



- Key in your details such as ID Number, Department / Degree of Interest, Email, and Contact Details. You will receive your online application code and a bill payment account (Applicant who is making credit card payment will only get a bill payment account.) (No application fee required for Corporate Group.)
- The application code and bill payment account are unique to each applicant. Please do not share your account details with others after payment.

- Applicants for General Group can pay the application fee through local banks, ATM transaction, or credit card transaction. Please upload your profile photo and register your application information online after your payment is made.

- Upload a colored photograph of yourself. Your photograph should be front-facing, without any other accessories covering your facial features, such as a hat. [Please do not upload any photos that do not allow a clear identification of your facial features] The photo should be in jpg format with a picture quality of 300dpi and above. However, you may scan and cut your photograph to upload if you do not have a jpg file.
- Alternatively, you can email your photo to the Applicants' Service Mailbox and include details such as your Application Code, ID Number, and Department / Degree of Interest. Once your photo has been uploaded into the system, you may proceed with your online application procedure.

- Please ensure that all information entered in the system is accurate and truthful. Any forgery of information or documents will not be tolerated and will be subject to prosecution. Applicants will also be disqualified.

- Please ensure that all information typed is accurate. All information will be cross-verified during admission.

- Please print out the confirmation document as proof of successful submission of the application.

- Once the application is submitted, no amendments will be allowed. Please ensure all details are accurate before submitting.

- Please upload all the documents that are specified in the application form.
- Please upload your education transcript and follow the format as indicated in "III. D. Information should be uploaded (sent)."

- Applicants with foreign academic qualifications must submit a declaration of foreign academic qualifications.
- Applicants with academic qualifications from Hong Kong/Macau/China must submit a declaration of academic qualifications from Hong Kong/Macau/China.
- Applicants applying under Article 6 of the Regulations Regarding the Assessment of Equivalent Academic Qualifications must submit a declaration of eligibility for admission under Article 6 of the Regulations Regarding the Assessment of Equivalent Academic Qualifications.

Once you have submitted your application, please check through the details and ensure that your application has been submitted successfully. Please save a copy as documentation. All applicants are reminded that you are responsible to ensure your application is submitted successfully. NSYSU will not be liable for any unsubmitted application.

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I. Program Duration, and other Notes

A. Program Duration: 2-4 years

B. Notes

1. In accordance with the Computer-Processed Personal Data Protection Law, the Admission Committee of NSYSU will obtain and keep the personal information of applicants for the purpose of student admission affairs. NSYSU will fulfill the obligations and responsibilities to keep the personal information of the applicants confidential and safe, and all the applicants' information is going to be used for student admission affairs only. **By applying for the entrance examination, you agree to authorize NSYSU to use your personal information and examination results**, and to provide the information to the relevant offices of NSYSU that process the entrance examination, admissions, or follow-ups.

Those who have been admitted to the master program of any university for the current academic year and have registered can still apply for the institute.

2. Please read the eligibility and conditions for admission carefully and confirm whether you meet them. If you are found to be unqualified due to the provided application or review materials, or the supporting materials are incomplete and other factors cannot be accepted after review, it will be treated as "not meeting the application qualifications", and the submitted materials will not be returned. The paid application fee shall be processed according to the refund policies.
3. If NSYSU find the following cases, the applicant's registration, examination, admission qualification and degree will be canceled.
 - a. The application materials or supporting documents provided are found to be forged, falsified, altered, or the applicant tries to conceal his/her identity.
 - b. The applicant cheats on the entrance examination, or he/she does not meet the qualifications for the examination.
 - c. Those who have already registered but are found to have the cases above will be expelled from the school; those who are found out after graduation will have their degree qualifications revoked in addition to returning their degree certificates according to the law.
5. In the event of force majeure (e.g., if the examination cannot be held as scheduled), NSYSU will announce the postponement date online at the latest on the examination date.
6. Applicant who would like to launch an appeal, including the violation of the principle of gender equity, he or she must submit it in written form to the Office of Academic Affairs of NSYSU within 1 week after the admission announcement list is released..

The form should include the complainant's real name, applied institute, address, telephone number, e-mail address, and details of the complaint. NSYSU will reply within 1 month after the investigation. If necessary, NSYSU will ask the director to form an ad hoc group to handle the matter. If the applicant is still dissatisfied, he/she may file another administrative dispute according to the law.
7. In case of anything not covered here, NSYSU will handle it in accordance with the relevant regulations or the resolution of the Admissions Committee of NSYSU.

II. Information about Admission and Tuition Fees

✘Please read carefully before application

A. Tuition and Miscellaneous Fees

- Corporate Group (Cooperating companies as listed in the application information):

During the two academic years (four semesters) of study, students are exempt from paying tuition, miscellaneous fees, and credit fees for courses offered by the School of Banking & Finance only. The tuition, miscellaneous fees, and credit fees for other courses offered by different schools in NSYSU will be charged according to the respective school's fee schedule. The full amount of tuition and miscellaneous fees will be subsidized by the "National Key Area International Finance Research Institute Innovation Program."

- General Group:

During the two academic years (four semesters) of study, fees are charged according to the credit fee standards of the college. For students exceeding the two academic years (four semesters) of study, a tuition and miscellaneous fee of NT\$50,000 will be charged per semester. Students taking courses offered by the School of Banking & Finance and other colleges, fees are charged according to the credit fee standards of the respective colleges. The School covers full tuition and miscellaneous fee for two academic years (four semesters) for students from the Corporate Group. If students suspend their studies due to personal reasons and fail to obtain a degree in the first two academic years, the tuition and fees subsidies will be deferred.

Master class	General group (see notes)		Corporate Group (see notes)
	Tuition and fees base	NTD \$11,370	none
	Credit fee	NTD \$1,570	
	Delay Graduation (more than 2 academic years of study)		
	Tuition and fees base	NTD \$50,000 / semester	

B. Information about Admission

Group	Corporate Group	General Group
Admission Quota	60 people (Corporate Group+ General Group)	
Exam subjects	Graduates from domestic public or private universities and colleges approved by the Ministry of Education, or graduates from overseas universities and colleges recognized by the Ministry of Education, holding a bachelor's degree or possessing equivalent qualifications for admission to master's programs, and having served in public or private institutions for at least 3 years (not limited to the same institution) with proof of work experience (military	Candidates must have graduated from domestic public or private universities and colleges accredited by the Ministry of Education or from overseas universities and colleges recognized by the Ministry of Education, holding a bachelor's degree, or be current graduates of bachelor's programs (expected to graduate in June 2024, including those who meet the early graduation criteria in their junior year and those who have extended their study period), or possess

		<p>service period not included in the calculation of work experience). The service period is counted from the time the general graduate qualification was obtained and is calculated uniformly until September 30, 2024.</p> <p>Those who are recommended by their current employing company for the examination and have obtained the Certificate of Corporate Recommendation</p>	<p>equivalent qualifications for admission to master's programs.</p> <p>*Having a TOEIC score of 850 or above or other equivalent English proficiency proof is preferred.</p>
Examination Items	First stage	<p>1. Document Review (50%):</p> <p>Please upload the following documents as a single pdf file by arranging them in order.</p> <p>(1) NSYSU Admission Application Form</p> <p>(2) University transcripts (including the overall ranking in class, or the transcripts of the highest academic equivalent qualifications), research reports, theses, patents, or other relevant information that will help for the examination.</p> <p>(3) Research plan during study</p> <p>(4) Other favorable review materials, like TOEIC, GEPT, TOEFL, IELTS, Research reports, patents, etc.</p> <p>※The calculation method for the first stage grades is as follows: First Stage Grades = Document Review Scores * 50%.</p>	
	Second stage	<p>2. Interview (50%): conducted in both English and Mandarin.</p> <p>【Candidates who achieve a score of 75 or above in the Document Review will be notified to participate in the second stage examination in order of their Document Review grades.】</p>	
Total score Calculation Method	<p>◎ Document review result*50%+Interview result*50%. (The full score for each item is 100)</p> <p>◎ If the total scores of two or more applicants are the same, admissions will be ordered according to the scores of the interview.</p>		
Fee	Application fee waived	NTD \$2,500	
Notes	<p>1. For the corporate group, according to the cooperation agreements signed with partner companies and the university, tuition and miscellaneous fees are waived during the two-year study period (four semesters), with the number of places provided in the agreement serving as the admission cap.</p> <p>2. For the general group, fees are charged according to the credit fee standards of the college during the two-year study period (four semesters).</p>		

	<p>3. All classes are taught in English.</p> <p>4. Reallocation principles:</p> <p>(a) For the corporate group, if the enrollment quotas for each company are not filled due to applicants not meeting the admission standards or due to insufficient number of applicants, it is not permissible to admit additional candidates on a reserve basis. The vacancies in the corporate group can be reallocated to the general group with the approval of the university-level admissions committee.</p> <p>(b) The allocated enrollment quotas for each company within the corporate group, or any vacancies after registration and subsequent replacements, shall not be reallocated.</p>
<p>Contact Information</p>	<p>※Tel: +886-7-5665000 ext.3036 ※E-mail: sbf_gdsf@mail.nsysu.edu.tw</p> <p>※Website: https://gdsf.nsysu.edu.tw</p>

NSYSU Admission Application Form

Chinese Name		English Name		Photo
TEL	(Home) : (Cellphone) :	Emergency Contact	Name: Tel:	
Education	School: Department/Subject:	Nationality		
Curriculum Vitae				
Language Proficiency	(TOEIC, TOEFL, and etc.) 1. 2. 3.			
Professional Designations/Qualifications	(such as the result of competition, professional qualifications, research plans and etc. Up to 8 items.) 1. 2. 3. 4. 5. 6. 7. 8.			
Note	This application form should be submitted to NSYSU application system.			

III. How to Apply

A. Application

1. **Please provide the correct and frequently used email address when applying for the entrance examination. NSYSU will use E-mail to contact you about examination information. In addition, please pay attention to the spam to prevent losing any important emails and even affecting your rights.**
2. If there is any question regarding the application for the examination, be sure to contact us by e-mail or phone before the application deadline. No make-up is allowed after the deadline. The system will send an application serial number through e-mail to you after the application procedure is done.
3. During the period of document review, NSYSU will contact the applicant by e-mail if any question is found. If the applicant does not reply and fail to deal with it immediately so which affects the right to the examination, the applicant should take full responsibility for any loss caused.
4. The application system provides various information for applicants, such as the status of uploading documents, the examination results of eligibility, and the printing of entrance examination certificate enquiries. You are strongly recommended to use it.

B. General group registration fee: Charged according to the set examination items

Application Fee	Examination Items	Basic Fee	Review & Interview
	Applicant Status		
	General Candidates	NTD\$ 500	NTD\$ 2,000
	(Middle) Low-Income Households	Exemption from application fees (please refer to E. Others for the application process)	
	Students from families with special circumstances		
Refund process	Processing fee	Conditions	Explanation
	NTD\$ 100	<ul style="list-style-type: none"> •Application for exemption after payment •Late payment •Overpayment (duplicate payment under the same account) •Failure to complete registration after payment •Incorrect credit card payment amount 	Since the payment has been credited, the original payment account and the registration code exclusively used for the application have already been cancelled in the system.
	NTD\$ 300	<ul style="list-style-type: none"> •The applicant's qualification does not meet the regulations upon review. •Supporting documents for application qualification are incomplete. •The photo does not comply with the regulations. 	Due to under the application review process.
	No refunds	<ul style="list-style-type: none"> •Completed the registration process and obtained a registration serial number •Absent for all or part of the examination subjects or not admitted •Does not apply for a refund within the regulated time 	Because the application reviews are completed.

<p>* Please consider carefully before making a payment.</p> <p>* Those who meet the criteria for a refund should apply through the application system within the regulated time. If the university verifies the claim to be true, the application fee paid (excluding bank system processing fees) will be refunded after deducting the refund processing fee, and the refund will be transferred to the account provided by the applicant no later than the deadline specified in the important dates schedule.</p> <p>* After the application deadline, the results of the refund application can be checked by visiting the university's homepage, under Admissions Information/Refund Application Results.</p>

C. Procedure

Get Your Code and Account	<ul style="list-style-type: none"> * During the application period, please obtain the online application code from the application system. Enter your ID number, name, E-mail, phone number, mailing address, and chosen examination category to complete the application. * If you do not have R.O.C. citizenship, please enter your ID number this way: Date of birth + first and second letter of your name in English. For example, 1965/10/9 YAN JACK, please enter 19651009YA. * After receiving your application number, please log in to the "Application Record (including personal progress list)" to complete the steps listed. If you plan to change your examination category, you need to obtain a new application number. Each application number is only valid for one examination category; please obtain a new number for each category you wish to apply for.
Payment	<ul style="list-style-type: none"> * Late payments or failure to register after payment will not allow for application procedures to be completed retroactively. 1. Payment via transfer at ATMs of banks or post offices nationwide: approximately 1 hour for the transaction to be processed. <ul style="list-style-type: none"> a. For those with a Land Bank of Taiwan debit card: Insert the debit card → Enter the PIN → Other services → Transfer → Enter the [application fee payment account number] → Enter the amount to be paid → Complete. b. For those with debit cards from banks other than Land Bank of Taiwan: Insert the debit card → Enter the PIN → Other services → Transfer → Enter 005 (Land Bank of Taiwan code) → Enter the [application fee payment account number] → Enter the amount to be paid → Complete. c. Using a post office ATM: Insert the debit card → Enter the PIN → Cross-bank transfer → Non-scheduled transfer → Enter 005 (Land Bank of Taiwan code) → Enter the [application fee payment account number] → Enter the amount to be paid → Complete. * After completing the transfer payment, please keep the transaction statement for future reference; pay attention to whether the service fee has been duly deducted, and check the "Message Code" column in the statement. The appearance of a code may indicate that the transfer has not been completed, in which case you should inquire with the financial institution. 2. Counter payment: It takes approximately 4 hours for the payment to be processed. Please remind the teller to process the payment immediately. 3. Credit card payment: A bank handling fee of 30 NTD is required for each transaction. * Due to the lengthy processing time for bank deposits, please ensure payment is completed before the deadline for obtaining a code. For inquiries regarding the success or failure of credit card transactions, please contact the issuing bank directly. Do not attempt to make multiple payments before confirmation. Follow the steps below: <ul style="list-style-type: none"> a. When obtaining a code, select "Credit Card Online Payment" → Confirm → Enter the university's online payment system → After reading the notices, click "Confirm." b. Enter the card number, expiration date, and security code [Some banks require the input of an online transaction password or 3D

	<p>verification code (application to the issuing bank must be made in advance)].</p> <p>c. Print or screenshot the successful payment page for your records.</p> <p>* If you are unable to complete the payment immediately after obtaining a number, please proceed to the application system → Registration Login (including personal registration progress list) → Query the obtained account → Credit Card Online Payment. During the makeup registration period, please go to the application system → Makeup Application Information (including personal application progress list) → Credit Card Online Payment.</p>
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Upload Photos	<ul style="list-style-type: none"> * Only after uploading photos can you register your application information. * The uploaded photo will be used for the examination and student ID card after enrollment. A reproduction fee will be required if you want to change the photo after enrollment. * Please upload the electronic file (in jpg file) of a headshot of the front of your head with your hat off. The photo must be taken within recent 2 years. Edited photos are not allowed. If the file does not meet the requirements (e.g., lifestyle photos, photos with other objects or non-human pictures in the background, etc.), please correct it yourself during the application period. Applicants who have not corrected their photos after the application deadline will be treated as “not meeting the eligibility requirements”.
Application (refer to the online application procedure)	<ul style="list-style-type: none"> * <u>When you apply, you must set a password (frequently used passwords are recommended to avoid forgetting) for future enquiries.</u> * When the application information is submitted and you have obtained an application code, you are not allowed to withdraw the application. (The completion of the application refers to the status when the system sends a notification to the applicant’s e-mail address.) * For applicants who have already obtained the application code and bill payment account but are unable to complete the application before the due date, they are allowed to complete the application procedure by going to the application system/ “Upload Supplementary Documents and Materials” before 5 p.m. , April 30, 2024. * All documents of certificate of education and experience (ability) are based on the information entered in the application system, except for the employment period, which will be counted separately according to the uploaded certificates, and the original documents must be submitted for inspection at the time of admission and enrollment. * Please register your ID number, address, and date of birth for identity verification. Your mailing address is for NSYSU to send transcript notices, and your phone number and e-mail serve as the way to contact exam affairs. If the information is mistakenly filled, you should take the whole responsibility for late delivery and failure to contact. * Please go to the application system to confirm your documents online again before the due date of application. If you find any typos in your application information, please go to the application system to print your application information and correct the typos directly. Then you have to sign and fax it to 886-7-5252920 or take a picture and e-mail it to the applicants’ service mailbox. NSYSU will not accept any correction after the due date for application. * Correction for the contact information, such as mailing address and email. 1. Before the admission announcement is issued: Please log in to the application system to renew your contact information at least 10 days before the day of the

	<p>admission announcement.</p> <p>2. After the admission announcement is issued: Please go to the online registration page 3 days after the release of the results and before registration → confirm and modify the information before registration</p>
Upload Documents	<ul style="list-style-type: none"> * Please follow the instructions in [D. Information should be uploaded (sent)] and click “Upload Application and Required Applicant Documents” in the application system/ application (Personal Application Progress List) during the regulation period, and save the information as a pdf file (the name of the secondary file must be lowercase .pdf) for uploading. Please do not make any security settings (such as prohibiting printing, combining, or setting a password, etc.) when processing your documents into e-files, as you are responsible for any errors or shortage problems caused. * If the webpage does not respond when you click on the data to upload, please change the setting of the browser to no blocking of pop-up windows. * The uploading capacity for each file is 10MB. If you have exceeded the limit, please go to the application system/Enquiry for Completed Applicants and print out the “envelope for application” and paste it onto an A4 (or larger) size envelope, then print out a paper copy of the documents and send it to NSYSU. However, NSYSU uses online reviews. Applicants who have sent in written information or have not sent (not uploaded) information are not allowed to request a retrial for review or to provide information on scoring after the admission announcement is issued. * Please check the accuracy, direction, and resolution of the documents uploaded after completion, and go back to the personal application progress list to confirm if “uploaded” is displayed. You may upload new files to overwrite old files before 5 p.m. April 30, 2024. NSYSU uses the files saved in the system on the due date for review by the department/institute. Any request for replacing or adding the documents after the due date is not allowed.
Print Entrance Exam Certificate	<ul style="list-style-type: none"> * Please check if you have passed the “Qualification Check” by going to the application system/ enquiry for completed applicants after the notice of the beginning of printing your entrance examination certificate. You can print your entrance examination certificate which could be in color or black-and-white but should be clear if you pass the “Qualification Check.” * You must bring the entrance examination certificate and your original identity documents with photos (ID card, health insurance card, driver's license, or passport within the validity period, etc.) with you when you take the exam. If you do not bring the ID proof or certificates mentioned above, NSYSU will handle your scores according to the “National Sun Yat-sen University Examination Code of Conduct at Examination Venues and Guidelines for Handling Examination Misconduct.”

D. Information Should be Uploaded (Sent).

Item	Way
Required documents for application include proof of educational qualifications, a basic information form, university transcripts of records for all years, research projects undertaken during the period of study, and other materials beneficial for the review process; for candidates applying to the corporate group, proof of corporate recommendation for the application and certificates of service years are also required.	Please turn all the documents into a pdf file and upload it to the system
Affidavit letter for Foreign, Hong Kong, Macau / China academic certificate of education (ability)	After filling out the form (Appendix1), please fax it to +886-7-5252920 and then mail the paper copy of it to NSYSU

1. By Post: After the application is completed, print the “envelope cover for application”

and stick it on an A4 (or larger) size envelope within the regulated time. (Please do not cut the envelope cover as you like. NSYSU will not notify you of the receiving status or make-up. You can track the receiving status on the application system and click on “Enquiry for Completed Applicants” after 2 days of mailing.

- a. Registered mail: Please post the documents after sealing them in an envelope by registered mail.
 - b. Self-delivery: Please send the documents after sealing them in an envelope to the Admission Division in the Office of Academic Affairs, Room 6006, Administration Building of NSYSU during the daily applicants’ service hours and before the due date (no review or inspection will be conducted on the spot).
2. In addition to the documents required to be submitted for review by the department/institute, please submit the following ones to NSYSU according to your education (ability) background.

Categories for Education (Ability) Background	Documents of Education (Ability) to be Uploaded
Degree of Graduates from Domestic Universities	General Group: Please upload proof of academic qualifications (ability). If you are still studying, please upload proof of enrollment and obtain a bachelor's degree before June 2024 (inclusive). Corporate Group: Please upload proof of academic qualifications (ability)
Foreign Academic Certificate of Education (Ability)	<p>* In addition to filling out the attached form of “international degree declaration (Appendix 2),” please upload the following documents first. If you do not have them at the time of application, please submit the original copies for inspection at the time of enrollment.</p> <ol style="list-style-type: none"> 1. Foreign academic certificate of education (ability) and transcripts of previous years (verified by the overseas mission of the school where you graduated): Non-English speaking countries must also attach a Chinese/English version of foreign academic certificates (must be stamped with the verification mark of the consulate of the Republic of China in foreign countries, or sent to the local court in the Republic of China or a private notary for notarization). 2. The Entry/Exit Date Certificate issued by the official authorities of the country during the period of foreign education (ability): However, applicants who are foreigners or overseas Chinese are exempted from the requirement. <p>* Applicants who do not have a validation stamp from a consulate of the Republic of China in foreign countries can go to the website of the Bureau of Consular Affairs of the Ministry of Foreign Affairs(https://www.boca.gov.tw), please refer to “Authentication” for validation procedures.</p>
Hong Kong, Macau / Mainland China Area Academic Certificate of Education (Ability)	<p>* In addition to completing the attached form (Appendix 1), the official academic certificates and transcripts that have been accepted by the review unit can be uploaded first. If you do not have them at the time of application, please submit the original copies for inspection at the time of enrollment.</p> <p>* People from Taiwan who have settled in the Mainland China Area or people from Mainland China Area who have settled in Taiwan with permission (including those who have been allowed to reunite, stay with relatives, or reside in Taiwan for a long period of time) applying for the examination with a Mainland China Area degree recognized by the Ministry of Education of Taiwan (hereafter referred to as the MOE), please follow the regulations of the "Regulations Governing the Assessment and Recognition of academic records by institutions of higher</p>

	<p>education in the Mainland China Area (大陸地區學歷採認辦法)" of the MOE and submit the relevant documents to apply for the examination.</p> <p>*Students of higher education institutes in Hong Kong which are recognized and authorized by the MOE who are allowed to enter the Taiwan Area may apply for the examination with an academic certificate issued by the Ministry of Education or a certificate of non-completion of senior year with an approved registration number issued by the higher education institute and stamped by the Taipei Economic and Cultural Office in Hong Kong (駐香港臺北經濟文化辦事處) by the MOE. The official academic certificates or records should be presented at the time of enrollment, otherwise, enrollment will not be allowed.</p>
National Open University	If you are a student from National Open University, you may apply for the examination with a "Certificate of Fresh Graduation" and must present your graduation certificate at the time of enrollment.

3. Certificate of Full-Time Job Tenure:

- a. The years of current job tenure are counted as of February 28, 2023, and the enclosed information must include the employment period for calculation purposes. If the certificate is not in Chinese or English, please submit the translated version in Chinese or English.
- b. The certificate of non-current job tenure at the private organization can be replaced by the termination certificate (with the year of employment) or the certificate of seniority issued by the Bureau of Labor Affairs (with the pay sheet), not by business cards, staff IDs, certificate of appointment, contracts, pay slips, assignment orders, business registration cards or certificates of performance.
- c. The format shall be based on the service agency, or you can use the appendix form (Appendix 3) as a reference in the admission guide.
- d. If you work in a private organization, please add the information of the business administration number (BAN) (exempted for listed companies). If you are in charge of private organizations, you should attach the certificate of business registration.

E. Others:

1. After the announcement of the examination results, the application-related documents of the candidates will be retained by the administrative unit for 1 year before being destroyed and will not be returned.
2. Application process for waiver of registration fee:
 - a. Applicants must choose the "Exemption Code for Fee-Waiver Students" in the application system before the deadline for application number issuance.
 - b. Complete the "Appendix 4 Application Form for Application Fee Waiver" attached to the prospectus (if obtaining multiple group numbers, please fill them out on the same form), and fax the form along with proof documents to +886-7-5252920 (for faxes sent after 17:00, please register on the next working day) or take a photo and email it to the candidate service mailbox for review. Late submissions will not be considered.
 - (1) For (middle) low-income households: Please attach proof of (middle) low-income status issued by the social welfare department of the direct-controlled municipality or county (city) government or their authorized township, town, city, or district office. Certificates of financial hardship issued by neighborhood heads are not accepted. If the candidate's name is not on the proof or has been changed, please attach a copy of the household registration book or an extract of household registration for verification.
 - (2) For students from families with special circumstances: Those who meet the criteria of the "Regulations for Assistance to Families in Special Circumstances" set by the Ministry of Health and Welfare should attach proof issued by the county

- or city government or township, town, city (district) office.
- c. If the application is approved within 2 hours after faxing, you may proceed to register online. The institution will not send separate notifications. If you are unable to register, please contact the admissions office at +886-7-5252140 before the deadline for supplementary registration.
 - d. If any falsification, impersonation, or alteration of the proof documents is discovered, not only will the application not be accepted, but registered students will be required to pay the registration fee and may be reported to relevant authorities.
3. Foreign students, overseas students, and Hong Kong and Macau students who are admitted to NSYSU's various admission examinations will be subject to NSYSU's regulations for recognition of their academic status after enrollment. Please inquire about visa and residency matters before applying for admission.

IV. Examination

A. Document review

1. The documents of the eligible applicants will be reviewed by the department/ institute committee.
2. Originality is an important element in the document review. Please do not plagiarize, alter, infringe on the copyright of others, or violate academic ethics.
3. If part of the written review data is not uploaded, the withdrawal (supplementary) will not be accepted without further notice, and no remediation or reexamination may be required.

B. Notes for interview

1. Applicants who have passed the first-stage screening should bring their entrance examination certificates and original copies of their IDs with photos (ID card, health insurance card, driver's license, or valid passport, etc.) for inspection when taking the exam.
2. Please refer to NSYSU Guidelines for Handling Examination Misconduct. In case of irregularities or fraud, NSYSU may, depending on the severity of the case, deduct points, mark zero, or disqualify the applicant from the examination.
3. In response to COVID-19, the relevant precautionary measures are intended to be in accordance with the MOE's "Reference Principles for Guidelines on Precautionary Measures for College and University Admission Examinations", and the announcement of the Central Epidemic Command Center and Taiwan Centers for Disease Control.

C. Venue of Interview: Will be announced on the website of the Program.

V. Grading and Admission Regulations

- A.** Only the results of the subjects in which the applicants were presented will be taken into account. No admissions will be made for those who were absent or were marked zero.
- B.** The original and total scores of the document review and interview are retained to the second decimal place (the third decimal place is rounded). Unless other rules are specified, the full score is 100.
- C.** The Admission Committee determines the minimum admission criteria; if the scores do not meet the minimum admission criteria determined by the Admission Committee, admission will not be granted even if there is a vacancy.
- D.** The quota for admitted applicants is limited to the quota set out in this admission guide; the quota for applicants on the waiting list is determined by the applicants' scores.

- E. If the applicants who meet the minimum admission criteria have the same total score, the admission order will be determined by the program's criteria for the same score. However, if the applicants who meet the minimum admission criteria have the same score in the same last subject according to the admission criteria and cause the number of enrollment to be more than the admission quota, both of the applicants can be accepted.
- F. In the master or doctoral program, if there is a vacancy for the applicants on the waiting list, they will fill the vacancy in order.
- G. Principle of Redistribution:
 - (1) For the Corporate Group, if the number of admitted students for each enterprise is insufficient due to not meeting the admission criteria or insufficient applicants, the remaining vacancies can be left vacant, and no waiting list candidates will be placed. The vacancies in the Corporate Group may be transferred to the General Group after obtaining approval from the university-level Admissions Committee.
 - (2) Vacancies resulting from admitted students or waiting list candidates in the Corporate Group cannot be redistributed.

VI. Admission announcement, Registration, and Enrollment

- A. Admission announcement (The dates are listed in the Important Dates on the first page of the application guide. The actual date of the admission announcement is flexible depending on NSYSU's admission meetings and administration process.)
 - 1. Admission announcement will be posted online. Please go to NSYSU's Home Page / Application Information / Enquiry for Admission Announcement
 - 2. Transcripts for students who have not passed the first stage of screening, the admitted ones, the ones on the waiting list and the ones that are not admitted will not be sent separately. Please go to NSYSU's Homepage → Application Information → Transcript Printing to print yourself during opening hours. Those who fail to register after the deadline may not request redress on the grounds that they have not received the mail.
 - 3. Application to change the contact information (i.e. address or email) in the application system:
 - (1) Before the admission announcement is issued: Please log in to the application system to renew your contact information at least 10 days before the date of the admission announcement.
 - (2) After the admission announcement is issued: Please go to the online registration page 3 days after the result is released and before registration → confirm and modify the information before registration.
- B. Enrollment
 - 1. All admitted students should enroll within the designated time. The required documents will be listed on the transcript. Failure to complete the enrollment procedure will be considered as forfeiting admission. If there is a vacancy for applicants on the waiting list, the School will fill the vacancy in order.
 - 2. The following documents should be submitted at the time of enrollment; otherwise, the admission will be cancelled.
 - 1. The original copy of the degree diploma. If fresh graduates have not yet obtained their diplomas, they should fill out an affidavit letter to submit their educational credentials later (delayed submission). They must submit their diploma or equivalent academic credentials within the specified deadline. Those who fail to submit by the deadline will be considered as voluntarily forfeiting their admission eligibility.
 - 2. Personal information confirmation form.
 - 3. Photocopies of both sides of the ID card (Alien Residence Certificate).
 - 4. Holders of foreign academic certificates of education (ability) should submit

verified documents, which declare the validity of the diplomas.

5. Candidates from corporate group must submit the original corporate recommendation for examination certification.
6. Other required documents listed on the transcript

C. Registration

1. Should the documents submitted be found to be forged, altered, falsified, concealed the applicant's identity, cheated on the examination, or didn't meet the qualifications of application, etc. before the registration, the applicant's admission or student status will be immediately revoked. Those who have registered and are found in the cases mentioned above will be expelled from the department and will not be issued any documentation related to their studies. Should the violation be found after the completion of his/her study, NSYSU reserves the right to revoke his/her degree certificate, and the case will be reported to the Ministry of Education. All fees paid will not be refunded.
2. Those who have registered with foreign academic certificates will be disqualified if they do not comply with the regulations adopted by the Ministry of Education or the standards for recognition of equivalent educational levels for university admission. No certificate will be issued either.
3. The department/ institute may require students to take additional courses in basic subjects, Chinese and English after registration, if necessary. The credits of additional courses will not be counted as graduation credits according to NSYSU's regulations.
4. The students are required to complete physical (health) check-ups prior to registration. The examination will be planned by the Office of Student Affairs, and the notification of health check-ups will be forwarded by the department/ institute at the time of enrollment.
5. Please refer to the website of the Office of Academic Affairs for the regulations of academic records and grades, such as suspension, graduation requirements, and compulsory credits.
6. Please refer to the website of the Office of Academic Affairs for NSYSU's learning resources and information of tuition and fees. For more information, go to the website of the Office of Academic Affairs / Students / Others.
7. The University has dormitories and the first-year students have the priority to live on campus. When there is a shortage of beds, priority is given to those located far away. Please refer to the website of the Office of Student Affairs for information on housing, student loans, and financial aid. (Dormitory Service Center: +886-7-525-2000 ext. 5936 or 5937)

VII. Verification of scores

- A.** Please register online during the designated time to obtain a verification fee account and pay the fee of NT\$50 at ATMs, Internet ATMs, or the counters of Land Bank of Taiwan. Please check the payment status by yourself. Double payment or failure to register within the deadline will be treated as an incomplete application for verification of scores, and no review or refund will be made.
- B.** Applicants who fail to submit (or upload) information for document reviews or interviews are not allowed to request a re-examination or provision of the grades.
- C.** The request for verification is limited to one time. When the verification is completed, NSYSU will send the results by regular mail to the address registered at the time of application.
- D.** After the verification, students who have not been accepted will be given additional admissions if their scores meet the admission criteria; students who have been accepted

will be disqualified if their scores are below the minimum admission criteria. Candidates who fail to pass the first stage of screening will be re-interviewed if their scores meet the second exam standards, and subsequent steps will be followed based on actual scores.

VIII. Other Regulations

National Sun Yat-sen University Examination Code of Conduct at Examination Venues and Guidelines for Handling Examination Misconduct

Approved at the 1st Undergraduate and Graduate Recruitment Committees joint meeting of the 2006 Academic Year, 27/09/2005

Amended at the 1st Undergraduate and Graduate Recruitment Committees joint meeting& the 2nd Graduate Recruitment Committee Meeting of the 2010 Academic Year, 15/09/2009

Amended at the 9st Undergraduate and Graduate Recruitment Committees joint meeting& the 5th Graduate Recruitment Committee Meeting of the 2011 Academic Year, 19/07/2011

Amended at the 2nd Student Recruitment Review Meeting of the 2012 Academic Year, 19/06/2012

Amended at the 6th Undergraduate and Graduate Recruitment Committees joint meeting& the 4th Graduate Recruitment Committee Meeting of the 2014 Academic Year, 22/05/2014

Amended at the 1st Undergraduate and Graduate Recruitment Committees joint meeting of the 2016 Academic Year, 22/07/2015

Amended at the 2st Undergraduate and Graduate Recruitment Committees joint meeting of the 2017 Academic Year, 05/10/2017

- Article 1 Examination Code of Conduct at Examination Venues and Guidelines for Handling Examination Misconduct (hereafter, referred to as 'code of conduct') are created to ensure the orderly running of examinations at examination centres and to safeguard the principle of fairness in examinations.
- Article 2 Examination invigilators or examination officers may have to take necessary actions or perform checks on suspicious objects against any event where a suspected disturbance is caused or when the fairness of examinations may be challenged. Candidates must be fully cooperative when required. Those failing to do so may lead to a penalty.
- Article 3 Candidates can enter the examination venue after the bell rings; the candidates are not allowed to read the examination questions, write, take notes or answer the questions before the bell rings. First-time violators will have 5 points cut off from the subject in question; those who were previously punished will have 20 points cut off and, in serious cases, shall have more points cut or even the overall subject grade lowered. Twenty minutes after the start of the examination, candidates are allowed to hand in the examination papers and leave the venue more than 40 minutes after the start of the examination. Failure to comply with the regulation will result in 'zero' point being awarded towards the examination.
Candidates must follow the instructions given by examination invigilators by writing down their full names in the name list of candidates. Failure to comply will result in the examination result being void.
- Article 4 To enter the examination venue, candidates must present their examination admission ticket and proof of ID (or a valid passport, National Insurance Card with photo identification or the original copy of the driving license). It is at the discretion of the examination invigilator to waive such requirement when a candidate fails to present valid IDs and to allow the candidate to enter the venue to sit the examination first.
If the examination admission ticket is still not being delivered to the examination venue for verification (or apply for replacement ticket from the examination office) before the examination bell rings to end the examination session, two points will be deducted as penalty from the examination.
If the proof of the ID is still not delivered to the examination venue for verification before the examination bell rings to end the examination session, a penalty of three points will be deducted from the examinations. After the end of the examination, the candidate will be required to go to the examination office, accompanied by the invigilator, to sign in a declaration form and have a photograph taken for evidence.
- Article 5 Candidates must be seated at the correct and assigned seat. Before starting to answer examination questions, the candidate must make sure the ID number on the answer sheet (card), examination admission ticket, and seat numbers are the same. Also, subject name on the answer sheet (card), subject name on the question papers and the name of the examination subject must be the same. If there is any discrepancy found, the candidate must raise his/her hand to alert the invigilator. If a candidate is reported to be seated incorrectly or answering questions on the incorrectly numbered answer sheet, less than 20 minutes after the start of the examination, a penalty of 5 points will be deducted from the examination. If such mistakes are reported more than 20 minutes after the start of the examination, a penalty of 20 points will be deducted from the examination. Depending on the circumstances, more severe penalties including awarding a zero examination mark may be imposed.
- Article 6 Use blue or black (including pencils) ink on the answer sheets for writing or drawing diagrams. Failure to comply will result in a penalty of 10 points being deducted from the examination. Depending on the circumstances, more severe penalties including being given a zero examination mark may be imposed. For examinations that require the completion of an answer card, the use of a 2B pencil is recommended. The use of Tipp-ex is not allowed. Candidates are fully responsible for the consequence when the answer checking machine fails to read a damaged answer card or the writing is unclear. Under no circumstances can any changes be made.

- Article 7 Candidates are permitted to bring the stationary items mentioned, erasers, transparent desk mats, tipp-ex and watches (without the calculation functions). Carrying items of books, paper, calculators (depending on the specific rules of individual departments.), or any communications, storage or reception device (i.e. PDA, electronic translation device, iPad, wearable devices) which may cause disturbances or affect the fairness of examinations are forbidden. Candidates requiring to wear personal medical devices such as hearing aids must inform the examination officer in advance and be checked. Failure to comply will result in a penalty of 5 points being deducted from the examination. Depending on the circumstances, more severe penalties including being given a zero examination mark may be imposed. Devices which are found in violation of any examination rules will be confiscated and may be returned to the owner after the examination at the discretion of the invigilator.
- Article 8 If the examination paper is found poorly printed during the examination process, candidates should bring this to the attention of the invigilator by raising a hand. Candidates cannot request the invigilator to explain the questions on the papers.
- Article 9 Candidates must answer questions on the required answer sheet (cards) and keep the sheet (card) clean and tidy. Candidates are prohibited from making any alteration or changes to the seating numbers or barcodes printed on the answer sheet (card). Do not damage or smudges the answer sheet (card) or intentionally write down any information which may disclose the identity of the candidate or any irrelevant words or symbols. In violation of any of the above-mentioned rules, a penalty of 10 points will be deducted from the examination. Depending on the circumstances, more severe penalties including awarding a zero examination mark may be imposed.
- Article 10 Candidates are strictly prohibited from cheating by conversing with other candidates, peeking, copying, passing answers, carrying or exchanging answer sheets (cards). Do not signal answers to other candidates. Violating the rules will result in a penalty or a mark of zero for the examination.
- Article 11 No eating, use of tobacco, or causing a disturbance to other candidates is allowed in the examination venue. A violation of the rules will result in a penalty of 2 points being deducted from the examination. Candidates who re-offend after the first warning was issued will be asked to leave the examination venue and subject to a penalty or being awarded zero marks for the examination. For severe cases, candidates may be disqualified from the examination.
Candidates with a specific medical needs for taking medication during the examination process must inform the examination office of such circumstance with appropriate proof of documents. Medication may be taken with the assistance of the invigilator. A violation of the rule may result in above-mentioned penalties.
- Article 12 Candidates must stop writing immediately after the end of the examination bell rings and remain seated and be ready for invigilators to collect the answer sheet (card). Candidates who carry on writing after the end of the examination bell rings will face a penalty of 10 points being deducted from the examination. Candidates who disregard a first warning and carry on writing will face a further penalty of 10 points being deducted from the examination. For severe cases, candidates may be awarded zero marks for the examination.
- Article 13 Candidates are not allowed to take question papers or answer sheets (cards) out of examination venues. Candidates who violate this rule will be awarded zero marks for the examination.
- Article 14 Having handed in their answer sheets (cards) and exited the venues, candidates are prohibited from hanging around outside of the examination venue, making noises, or announcing answers or providing answers to other candidates who are still at the examination venue. Candidates who fail to respond to warnings will be awarded zero marks for the examination.
- Article 15 Candidates are strictly prohibited from seeking other candidates to sit an examination for them with forged IDs. Candidates who violating this rule will be disqualified from the examination. All candidates involved in such offence will be sent to relevant offices for further investigation.
- Article 16 Candidates who impose threats on other candidates to provide assistance to cheat or threaten invigilators with verbally or physically abusive acts will be disqualified from the examination.
- Article 17 The minimum exam score after imposing all penalties due to violation of examination rules is limited to zero
- Article 18 In the event that a candidate, who sits a transfer entrance examination, is found and proven to be cheating, the case will be reported back the current academic institution of the candidate for appropriate action to be taken.
- Article 19 A candidate who violates examination rules with any other malicious intent or cheating techniques that are not listed in these rules will be reported to the student recruitment committee by invigilators. Appropriate actions will be taken depending on the severity of the violation.

References:

7. Standards for Recognition of Equivalent Educational Levels for University Admission:
<https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0030032>
8. Regulations Governing the Assessment and Recognition of Foreign Academic Records by Institutions of Higher Education:
<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=H0030039>
9. Regulations Governing the Recognition of Diploma Obtained from the Mainland China:
<https://law.moj.gov.tw/LawClass/LawAll.aspx?PCode=H0010005>

Appendix 1

First fax to 886-7-5252920 and then send by mail

Affidavit for Applicants who have Education Background in Hong Kong,

Macau , and P.R.C., NSYSU Entrance Exam Application

Applicant's Name		ID number	
Group	Master's Program		
<p>Education Background Information</p> <p>(The information should correspond to that provided in the application system.)</p>	<p>Name of the School:</p> <p>Location of the School:</p> <p>Department:</p> <p>Degree: <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree</p> <p><input type="checkbox"/> Other Academic Ability (please specify):</p>		
Affidavit	<p>1. The documents I submitted are recognized by the Ministry of Education and in accordance with the "Regulations Governing the Recognition of Educational Records from Mainland Area" and "Regulations Governing the Examination and Recognition of Educational Records from Hong Kong and Macao" of the Ministry of Education, and have been verified as true by the relevant authorities.</p> <p>2. I guarantee to submit the official academic certificate and academic transcripts that have been verified in accordance with the regulations at the time of enrollment. If I fail to do so or if it is verified that I do not meet the requirements of the relevant laws and regulations of NSYSU and the Ministry of Education, I will voluntarily give up my admission.</p> <p style="text-align: right;">Signature: _____</p> <p style="text-align: right;">TEL: _____</p> <p style="text-align: right;">Date: _____ (YYYY/MM/DD)</p>		

Appendix 2

Fax first to +886-7-5252920 and then send by mail.

International Degree Declaration, NSYSU Admission Examination

Program to apply	Master's Program	Registration no.	
Applicant's Name		Identity	<input type="checkbox"/> Domestic Student (ID no. _____) <input type="checkbox"/> International Student <input type="checkbox"/> Overseas Chinese
Education Background (The information should correspond to that filled in the application system.)	Name of the School: (Chinese) (English) Location of the School: (Country) (State) Department: Degree: <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree		
Statements	1. The foreign academic certificates I hold are recognized by the Ministry of Education and have been verified by the representative office abroad. 2. Among the total credits I obtained, less than one-half of them are distance learning courses. 3. I promise to submit the original copy of the following documents at the time of enrollment : (1) Foreign academic certificates of education (ability) and transcripts (2) Both the documents mentioned above are verified and stamped by the representative office abroad. (3) The entry and exit records during the period of study abroad (Applicants with foreign nationality or overseas Chinese do not need to provide the item.) Holders of foreign academic certificates of education (ability) and transcripts from non-English speaking countries, please provide a Chinese/English translation, which is verified by the representative office abroad or notarized by a local court or private notary in Taiwan. 4. If I do not submit the documents mentioned above on time or if I am found not to meet the requirements of NSYSU, I will voluntarily give up my eligibility for admission without any objection. <p style="text-align: right;">Signature: _____ TEL: _____ Date: (YYYY/MM/DD)</p>		

[This certificate may be replaced by a certificate of full-time job tenure with the following items (except for the column of “department/institute being applied for”).]

**(Full Name of the Corporation) In-service Staff
Employment Period Certificate for Registering Admission Exam for NSYSU**

Applicant’s Name		ID No.	
Department/Institute Being Applied for	Master's Program		
Current Corporation	If you are working for a private company, please add the business administration number (BAN).	Business Administration Number (BAN)	Exempt for listed company
Division		Title	
Address		Telephone	
Employment Period	Service started from / / to / / A total of _____years and ___ months.		
<p>The corporation guarantees that the information provided in the above table is true and that the monthly insured salary of the employee is not lower than the minimum wage requirement announced by the government. If the above information is found to be untrue, we are willing to bear all legal responsibilities.</p> <p align="center">Stamp by the corporation, or signature by the head [responsible person]</p> <p align="center">Date: _____(YYYY/MM/DD)</p>			

Note:

1. This certificate is for a certificate of full-time job tenure only, please fill out one for each job.
2. The number of years of active service is calculated uniformly until February 29, 2024. The non-current part of the private organization can be replaced by the termination certificate (with the year of employment) or the certificate of seniority issued by the Bureau of Labor Affairs, not by business cards, staff IDs, certificate of appointment, contracts, pay slips, assignment orders, business registration cards or certificates of performance.
3. Applicants who are in charge of private organizations should attach the certificate of business registration instead of filling out this form.

Appendix 4

Fax first to +886-7-5252920 and then send by mail.

Application Form for Application Fee Waiver, NSYSU Admission Examination

Candidate name		ID number	
		Free student Special code for online registration	
Application status	<input type="checkbox"/> Low income households <input type="checkbox"/> Middle-Low income households <input type="checkbox"/> Students from families with special circumstances		
Application Group			
Address			
Contact Detail	Telephone :	Mobile :	
	Email :		
Documents should be attached (If delivered in person, the required documents will not be returned)	<ol style="list-style-type: none"> Middle/low-income households: Certificates for middle/low-income households must be obtained from the municipal and county (city) social affairs authorities in the location where the household registration is held, or from the township, town, city, or district offices authorized by them according to regulations. Certificates of poverty issued by general neighborhood chiefs will not be accepted. If the document does not include candidate name information or if there has been a name change, please provide a household register or a copy of the household registration for future reference. Students from families with special circumstances: Those who qualify under the "Regulations on Supporting Families with Special Situations" of the Ministry of Health and Welfare, Executive Yuan, must provide a certificate of family with special circumstances issued by the county or city government, or the township, town, or city (district) office. 		
Remark	<ol style="list-style-type: none"> Before the registration deadline, please visit the registration system to obtain the "Online registration code for fee waiver." Fill out the form and fax it along with the required documents to +886-7-5252920, or take a photo and email it to the candidate service mailbox acad-a@mail.nsysu.edu.tw. Do not create a general student payment account to pay fees beforehand. Applications from those who have already made payments will not be accepted. If the information is faxed during working hours on weekdays, you will be able to log in to register within 2 hours of the registration period. If you encounter difficulties logging in, please contact the school's admissions examination team at +886-7-5252140 before the registration deadline. Applications found to have forged, borrowed, or altered documents will not be accepted. Students who have already registered for admission without meeting the requirements will be required to pay the registration fee and report to the relevant units. 		

IX. Frequently asked questions

How can I find out NSYSU's admission information?	
Please go to the home page of NSYSU for admission information, or search for "NSYSU Admissions" on Facebook.	
How do I check the examination venue?	
Please visit the department/ Institute's website three days before the exam. The contact information is listed in the admission guide.	
How do I know the instructions of the application system?	
Please visit the website of the application system for more information.	
Admission Guide	Do I need to purchase the admission guide for online application?
	NSYSU does not sell printed admission guides for all admission exams. The electronic file will be available online at least 20 days before the application for the examination. Please refer to the version of the previous year if you would like to get relevant information before the release of the admission guide for the current year.
Obtain a Code	The personal information is filled in while obtaining the code, does it mean that the application is complete?
	If you have filled in personal information at the status of obtaining a code, the application is considered incomplete if you haven't received an application serial number (academic year + 5-digit number). After obtaining the code, you need to continue the subsequent registration steps (photo uploading, information log in, etc.) to obtain the serial number to complete.
	NSYSU announces the admission information via email, and the applicants are required to provide email addresses at the stage of acquiring a personal application code; applicants must continue with the subsequent application steps (payment, photo upload, information upload, etc.) to obtain an application serial number to complete the application.?
	What should I do if I accidentally obtain more than one code?
	Please select the department/ institute code you are going to apply for and ignore those additional ones.
Payment	How to pay the application fee?
	During the application period, go to the application website to obtain the "payment account" for the registration fee and complete the payment. <ol style="list-style-type: none"> 1. Please fill out the deposit slip at the counter of Land Bank of Taiwan and remind the bank clerk to make the payment immediately, and you can register in the application system after 4 hours at the latest. 2. Please make sure your debit card has the transfer function and check if the payment is successfully debited. It is suggested to keep the receipt. You can register in the application system 1 hour after the transaction. 3. Payment by credit card is subject to a processing fee per transaction, and the steps are illustrated in admission guide or the application system. If an error occurs during the process, please take a screenshot and save it. Please do not swipe the card repeatedly. <p>*Please complete your payment before the deadline of obtaining the code to avoid being unable to complete your application due to a late payment.</p>

	How to apply for exemption from registration fee?
	Only students from low-income households, low-middle-income households, and families with special circumstances can apply. Please fill in this guide [Appendix 4] to apply.
Uploading Photos and Information	What should I do if I fail to upload the photo?
	Please use the photo taken without a hat and within the recent 2 years. Before uploading, please make sure that the photo size and resolution meet the requirements, and please refer to the instructions in the photo upload system . If you are still unable to upload, please email the original photo file to the applicants' service mailbox and continue the application procedure after NSYSU has completed the photo upload. ※Please upload before the application deadline to allow processing time.
	Do I need to send an application form and related information for online application?
	Except for the affidavit (Appendix 1) and International Degree Declaration (Appendix 2), which should be printed and sent in a specified envelope for application, all the other required documents for the application should be uploaded online (with a pdf file) .
	What can I do if I can't upload my data?
	Please check if the file is in pdf format and less than 10MB. If you are still unable to upload the file, please go to the application system / Enquiry for completed applicants / print the "envelope cover for application" and paste it into an A4 (or larger) size envelope, and send the paper copy to us. After two days, you can check the status of your application by going to the "Enquiry for Completed Applicants". However, NSYSU adopts online process. Applicants who have sent in written information or have not uploaded information are not allowed to request a re-examination or provide information, such as scores after the results are released.
	Can I change the uploaded data?
	Before the deadline of the application, you can log in to the upload system and re-upload the file. If you need to delete an old file, please upload a blank pdf file to overwrite it.
	What should I do if I have multiple files to upload in the “Other relevant information for review”?
	Please combine multiple pdf files into one pdf file and upload it.
	What should I do if there is an error message when I click “Upload Application and Required Information” or “Upload”?
	Please call or email the applicants' service mailbox to inform us.
	Login to the upload system and click on the "Upload" but it does not respond?

	Please turn off the "Block Pop-up Window" function of your web browser to enable the file upload window to pop up.
Education Background	How do I fill out the application for the education background?
	You can only choose one. You must hand in documents of your academic credentials that match the information you provide when you apply. Applying for the graduate program means you hold a degree certificate that meets the general eligibility. "Graduating fresh graduates" means those who will graduate and obtain a degree certificate with general qualifications before enrolling in the academic year in which they apply. For those who apply by equivalent educational levels, please refer to the "Standard for Recognition of Equivalent Educational Levels in University Admissions" and fill out the application form accordingly. I am expected to graduate in June 2024, how should I fill in the education background column? Am I considered as a graduate or a dropout? Please select "Graduating Bachelor" and fill in the graduation date in June of the academic year you are applying for.
	How do I apply for the institute with a foreign / Hong Kong / Macao / P.R.C. education background?
	When applying for admission, please upload the original copy of the foreign certificate of education, and fill out and mail the affidavit. You will be admitted to the university only after you have submitted the required documents. All the information is based on the admission guide for the academic year of application.
Mail Information	How can I tell if I need to post documents?
	Affidavit: Depending on the education qualification of the applicant, you have to post the following documents Applying with foreign academic qualification: you need to post Appendix 2. Applying with Hong Kong / Macao / P.R.C. academic qualification: Appendix 1 Applicants who apply for the institute based on Article 6 of the Standards Equivalent Educational Levels for University Admission The information required by the Department/ Institute: All the information should be uploaded online. If you are unable to do so, you may send a paper copy instead (It might affect the data evaluation). If you mail or deliver those documents in person, please print out the "envelope cover for application" and paste it on the front of the envelope, and seal it before you mail or deliver it.
	How do I print the envelope cover for the application?
	The system can only generate applicants' data and produce the envelope cover after the application is completed . Applicants can go to the application system / enquiry for completed applicants to download and print the cover of the envelope.
Cor	What should I do to correct the contact address after the application?

	<p>Before the admission announcement is issued: Please log in to the application system to renew your contact information, such as your address, email, etc., at least 10 days before the release of the admission announcement.</p> <p>After the admission announcement is issued: Please go to the online registration page 3 days after the admission announcement and before registration → confirm and modify the information before registration.</p>
	<p>How can I correct my information on the entrance examination certificate on the website if there are errors?</p>
	<p>NSYSU will not post the applicant the paper copy of the entrance examination certificate. Please log in the application system at least 2 days before the date of the admission exam. If you find errors in the name or contact address, please print out the entrance examination certificate and correct those errors, sign beside the corrections, and fax the paper copy to +886-7-5252920. After faxing, please call to confirm if NSYSU gets the corrections.</p>
Transcript	<p>What should I do if I haven't received my transcript?</p>
	<p>NSYSU will post the transcripts by regular mail, you can print your transcripts from the NSYSU's home page/ Admission Information / Transcript Printing.</p>
Verification of Scores	<p>How do I apply for verification of my scores?</p>
	<p>If you have doubts about your examination results, you can apply for verification at the NSYSU's home page/ admission information / application for verification of scores. If you pay repeatedly or you do not register the verification information and complete the payment within the due date, you will be considered as "not having completed the verification application", so no verification and refund will be given.</p>
Registration	<p>When should I officially enroll as an NSYSU student if I am admitted? What kind of documents should I prepare for the registration?</p>
	<p>Please follow the important dates on the guide for enrollment. The documents you need to submit to NSYSU will be listed in the transcript.</p>
	<p>How do I know the progress if I am on the waiting list? What kind of documents should I prepare for the registration?</p>
	<p>Please refer to NSYSU's home page/Admission Information /Enquiry about Enrollment. The exact information is subject to the department/institute's notification and the documents you need to submit to NSYSU are specified in your transcript. After the due date for admitted students to apply for enrollment, the department/institute will notify applicants on the waiting list. Applicants on the waiting list should pay attention to possible phone calls or emails by the department/institute, or the announcements on the department's/institute's home page. Applicants who do not complete the process before the due date will be deemed to give up their admissions.</p>
	<p>Can I ask someone to represent me if I am not able to enroll in person on the</p>

	<p>enrollment date?</p> <p>Please go to the following link: https://oaa.nsysu.edu.tw/p/412-1003-7510.php?Lang=en to find the “Power of Attorney” form or contact the Registration and Curriculum Section 886-7-5252000 ext. 2121.</p>
Admission	<p>Will the new graduate students be assigned to dormitories?</p> <p>Allocation of graduate students is based on the number of applicants by district and graduate student housing. For more information, please contact the Dorm Service Center at +886-7-5252000 ext. 5937/ +886-7-5256001, or visit our website: https://housing-osa.nsysu.edu.tw/?Lang=en.</p>
Transportation	<p>How to arrive NSYSU?</p> <p>Address: No. 70, Lienhai Rd., Kaohsiung 80424 Taiwan, R.O.C. Please refer to the following link for Transportation to NSYSU. https://oia.nsysu.edu.tw/p/412-1308-21191.php?Lang=en</p>

X. Appendix

About Institute of Global Digital& Sustainable Finance of School of Banking and Finance

1. Background

National Sun Yat-sen University (NSYSU) is a renowned national comprehensive university in Taiwan, located in Kaohsiung City. It is well-known for its outstanding achievements in teaching and research. The School of Banking and Finance, as an integral part of NSYSU, is committed to cultivating exceptional financial professionals.

Founded in 1979, National Sun Yat-sen University is situated near the picturesque Xizi Bay in Kaohsiung, with Mount Shoushan as its backdrop and facing the Taiwan Strait. Surrounded by the natural beauty of the area, this serene environment not only provides students with an excellent learning atmosphere but also inspires their creativity and ingenuity. The university upholds the spirit of pursuing truth and justice, emphasizing democratic and liberal academic values, and embracing an open-minded attitude akin to the vastness of mountains and seas. NSYSU is dedicated to enhancing international academic standards while also showing concern for local issues and society.

The School of Banking and Finance is an essential part of National Sun Yat-sen University. It primarily offers courses in English, creating an international learning environment. Through English-medium instruction, students enhance their language abilities while gaining proficiency in financial terminology and international communication skills. Moreover, the school owns an outstanding faculty team with extensive practical experience. These instructors come from renowned financial institutions both domestically and internationally, possessing vast expertise and practical knowledge. They excel not only in their professional careers but also in combining real-world practices with academic theories, delivering courses in English. This approach nurtures students' problem-solving, self-learning, and sustainable management abilities, while providing them with an international perspective and inspiration.

The Institute of Global Digital and Sustainable Finance (hereinafter referred to as the Institute) originates from the recognition and pursuit of global financial information and opportunities for technological development. With the vision and goal of enhancing the digitalization of financial institutions and cultivating sustainable finance talents, it aims to establish Taiwan as a hub for sustainable finance talent in Asia. The Institute will offer courses in two distinctive areas: Digital

Finance and Sustainable Finance.

Digital Finance aims to provide current and future financial professionals with an in-depth understanding of digital finance, including financial technology, financial innovation, digital transformation, and digital compliance, preparing them to take leadership roles in the ever-changing financial landscape. Sustainable Finance aims to equip current and future financial professionals with the knowledge and tools necessary for sustainable finance, focusing on how the financial industry can address urgent issues such as climate change, social inequality, and corporate responsibility, and the crucial role it plays therein.

The Institute adheres to the educational philosophy of "cultivating sustainable finance professionals," fostering students' abilities in "problem-solving, self-learning, and sustainable management." The curriculum is designed around the core of "digital finance innovation, transformation, financial technology, and sustainable finance," with courses in the two main areas of "digital finance" and "sustainable finance" serving as the backbone. Through bidirectional communication between academia and industry, students are guided towards self-oriented learning, enhancing motivation and enthusiasm for learning and putting theory into practice. Innovative local implementation models, strengthened international mobility, and the cultivation of finance talents with digital and sustainable management capabilities are emphasized.

As the first The Institute of Global Digital and Sustainable Finance established in Taiwan in the national key financial field, our Institute is committed to cultivating exceptional talents in the international finance domain. Here are some notable features that make our Institute stand out:

English-Medium Instruction: The curriculum at our Institute is mainly taught in English, creating an international learning environment. Through English instruction, students can enhance their language proficiency while acquiring specialized financial terminology and international communication skills.

Excellent and Experienced Faculty: The Institute owns an outstanding faculty team with extensive practical experience. Our instructors come from renowned financial institutions both domestically and internationally, possessing abundant professional knowledge and practical expertise. They have achieved remarkable success in their careers and excel in integrating practical experience with academic theories. Teaching entirely in English, they aim to cultivate students' problem-solving, self-learning, and sustainable management abilities, while providing them with an

international perspective and inspiration.

State-of-the-Art Classroom Facilities: The Institute is dedicated to providing the best learning environment and is equipped with the latest and most advanced classroom facilities. Our state-of-the-art teaching facilities include conference microphones, high-quality projection equipment, spacious and comfortable seating arrangements, and modern multimedia systems, offering students a rich and dynamic learning experience.

Unbeatable Seaview Learning Environment: The School of Banking and Finance is located on the 33rd floor of the iconic 85 Building, offering a breathtaking view of the azure sea and shimmering waves. This picturesque learning environment not only provides students with a beautiful study place but also inspires creativity and imagination, allowing them to experience the power of nature and find inspiration in their academic and practical research.

Bloomberg Database Access: The school provides access to the Bloomberg database, a widely-used professional data platform in the global financial industry. The database offers real-time updates on market and company information, as well as the latest news. Students can utilize this rich resource to gain insights into the latest developments in international financial markets, enhancing their research capabilities and competitiveness.

Master Talks: The school regularly hosts Master Talks, inviting renowned experts and scholars from the international financial industry to speak on campus. These talks broaden students' perspectives and allow them to interact face-to-face with industry leaders, gaining in-depth understanding of the latest trends and developments in the financial sector.

Financial Institution Internships: The school has established close partnerships with local and foreign financial institutions, offering students abundant internship opportunities. Through these internships, students can apply their theoretical knowledge in practical settings, preparing them thoroughly for their future careers.

The Institute's distinctive features, including English-medium instruction, excellent and experienced faculty, state-of-the-art classroom facilities, picturesque sea view, access to the Bloomberg database, tuition waivers and financial support, Master Talks, and financial institution internships, provide students with an exceptional learning environment and opportunities. Moreover, these features contribute to the development of Taiwan's financial industry and financial technology sector.

In summary, as a nationally recognized The School of Banking and Finance, we aim to bring together the strengths of industry, government, academia, and research. We provide students with opportunities to interact with top-level executives from the industry and invite international renowned scholars to answer their questions. Through this teaching approach, our Institute is dedicated to cultivating outstanding financial professionals, enhancing students' financial perspectives and thinking, and enabling them to grasp current international financial trends.

2. Introduction About Industry-Academia Alliance Companies

We have established close collaborations with various local and foreign financial institutions, including E. SUN Bank, Taishin Bank, SinoPac Securities, Mega Bank, Taiwan Cooperative Bank, Nan Shan Life Insurance Company, Cathay Life Insurance, Cathay United Bank, IBF Financial Holdings Co., First Bank, Fubon Life, Hua Nan Bank, Shin Kong Financial Holdings, Chang Hwa Bank, Land Bank of Taiwan, Taiwan Business Bank, Bank of Taiwan, Taiwan Financial Services Roundtable, Taiwan Information Service Co., Ltd., Taiwan Futures Exchange, Taiwan Depository & Clearing Corporation, Taiwan Stock Exchange Corporation, and The Bankers Association of the Republic of China. These alliances facilitate academic-industry exchanges and collaborations. Through these partnerships, students gain in-depth insights into the operations and market trends of the financial industry and apply academic knowledge to practical work settings, covering various fields such as banking, securities trading, and insurance business. Collaborating with these leading companies helps students build professional networks and enhance their employability. Our collaboration aims to cultivate outstanding financial professionals and contribute to the development of Taiwan's financial industry.

Please refer to the official website of our institute for more details: <https://gdsf.nsysu.edu.tw/>