

National Sun Yat-Sen University

International Student's Admission Guidelines

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Article 1 The Guidelines are established in accordance with article 5 of the MOE Regulations Regarding International Students Undertaking Studies in Taiwan.

Article 2 International students referred to in the Guidelines are those who are of foreign nationality and do not possess any of the qualifications for the nationality of The Republic of China nor possess the status of an overseas Chinese student when making the application.

For those who are of foreign nationality and meet the following requirements, and have continuously lived overseas for more than six years, they may apply for admission according to the Guidelines. However, students who wish to study at the faculty of medicine, dentistry, or Chinese medicine must have continuously lived overseas for more than eight years.

1. The applicant has the nationality of the Republic of China when making the application, but has never had a household registered in Taiwan.
2. For an applicant who has had the nationality of the Republic of China but lost the status of the nationality when making the application, eight years must have elapsed since the date of losing the nationality as approved by the Minister of the Interior.
3. The applicant referred to in the previous subsections has never studied in Taiwan as an overseas Chinese student or been assigned by the University Entrance Committee as an Overseas Chinese Student for the current academic year.

Students with foreign nationalities, who come to study in Taiwan under cultural cooperative agreements, recommended by foreign governments, institutions, schools, or cultural organizations are not subject to the previous sections if they have never had a household in Taiwan and are approved by the competent education authority.

The six-year and eight-year periods referred to in Section 2 end on the start date of the entrance semester (February 01 or August 01).

"Overseas" referred to in Section 2 means a country or area other than Mainland China, Hong Kong and Macao. "Continuously lives" means that international students have not stayed in Taiwan for more than 120 days in any calendar year.

A student who has had the nationalities of a foreign country and the Republic of China

simultaneously and applied for cancelation of the nationality of the Republic of China before modification of the “MOE Regulations Regarding International Students Undertaking Studies in Taiwan” on February 01, 2011 can apply for admission according the original regulations and is not subject to Section 2.

Article 3 Admission quotas for international students are on an add-on basis. The number of international students is limited to 10% of the admission quota for domestic students. It will be incorporated in the total admonishing quota of the current academic year and submitted to the Ministry of Education for approval.

If domestic students are not fully recruited against the approved total admission quota, the vacancy can be made up by recruiting international students.

The admission quota referred to in Section 1 does not apply to international students who do not have official status as a student.

Article 4 International students must attach the following documentation, and make an application to the Office of International Affairs within the stipulated time frame. (The time frame for the international study program subject to special approval is determined according to the admission prospectus.)

1. Admission application form.
2. A photocopy of the nationality certificate.
3. The transcript and certification of the highest academic degree or equivalent educational level as certified by Taiwan’s Consulate, Representative Office, Foreign Affairs Office stationed overseas, or other institutions authorized by the Ministry of Foreign Affairs (hereinafter referred to as “Taiwan’s Consulate”) or issued by the school at which the foreign student studied (sealed and sent directly to the university). The transcript must be affixed with the stamp or steel seal of the school from which the foreign student graduated and the original of the diploma must be presented for certification at enrollment. All documents must be translated into Chinese or English if the original document is in any language other than Chinese or English.
4. Statement of financial ability issued by a financial institution (sealed and sent directly to the university).
5. Other documentation as requested by individual departments (institutes).

For Subsection 3 referred to above, regarding certification of highest academic degree or equivalent educational level records, all verification procedures must be conducted in accordance with the Ministry of Education’s standard procedures for verifying foreign academic records if they are issued and approved by foreign schools other than overseas Taiwanese schools.

Article 5 The departments arrange a review or tests individually for the students who apply for admission and send the name list of the qualified students together with relevant documentation to the Office of Academic Affairs before the end of May every year through the college and they are submitted to the president for approval. The Office of

International Affairs will announce the name list of qualified students after it is approved by the president.

Article 6 International students who have completed a Bachelor or a higher academic degree in Taiwan may provide a copy of the certificate of graduation and a copy of the transcript to apply for the Master's program to the original university. These students are not subject to the restriction of Article 4, Section 1, Subsection 3.

Students who graduated from a senior high school in Taiwan as foreign students are not qualified to apply for the Bachelor program according to the Guidelines. However, the students who graduated from an international school or the English language department of a senior high school in Taiwan may submit the diploma and transcript to apply for admission according the previous article. They are not subject to the restriction of Article 4, Section 1, Subsection 3.

Article 7 International students may not apply for a Bachelor's or Master's Degree Program of the Recurrent Education Program sponsored by this university, nor for the courses offered at night or on weekends. However, those who already possess a foreigner's residence card or a permanent residence card, or those who participate in a Ministry of Education's approved international program, are not subject to this restriction.

Article 8 International students who arrive at the university before one-third of the 1st semester elapses can enroll for the current academic semester; International students who arrive at the university after one-third of the 1st semester elapses can only enroll for the 2nd semester.

Article 9 International students newly admitted into this university must provide health and accident insurance documentation at enrollment, covering the period up to 4 months starting from entering Taiwan. Students who are already in the university must provide documentation of Taiwan's National Health Insurance.

The insurance documentation must be certified by Taiwan's Consulate.

Article 10 International students who participate in practical training after graduation as approved by the competent authority of the central government may prolong their status as foreign students for no more than one year after the graduation.

International students who are permitted to have an initial household registration, move-in registration, naturalization or restoration of the nationality of the Republic of China will lose their status as foreign students and must discontinue their schooling.

International students who drop out of school due to bad behavior, bad academic achievement, or criminal offenses are not allowed to apply for admission according to the Guidelines.

Article 11 International students who violate Article 2 or Article 10 of the Guidelines, and the violation is proved to be true, will be disqualified from enrollment status or be dismissed from their status as students. If the case is discovered after the student has graduated, the student will be ordered to return the certificate of graduation and the graduation status will be revoked in a public notice.

Article 12 International students with exceptional academic performance may apply for a scholarship to the Office of International Affairs. Students recommended under cultural partnership agreements shall apply in accordance with the specific agreements.

The university may establish its own funding for international students scholarships and financial aid in order to encourage international students' application for admission into this university.

Article 13 The costs the international students bear for study at this university are as follows:

1. The costs are determined according to agreements for the students who enter the university subject to Article 2, Section 3.

2. The university proposes a charging standard for students other than those specified in the previous subsection and submits it to the Ministry of Education for approval.

The charging standard is not lower than the standard of private universities.

Students who have entered the university before modification of the "MOE Regulations Regarding International Students Undertaking Studies in Taiwan" on February 01, 2011 bear the costs according to the original regulations.

Article 14 The University makes the name list for the international students who have enrolled for their study before November 30 every year. The name list provides the information on the name, nationality, semester, department and institute of the students as well as the type of the scholarship that they may have. The name list will be submitted to the Ministry of Education for reference.

Article 15 Individual departments (institutes) may sign academic exchange agreements with foreign universities, without disrupting the normal instruction operations of the department, and recruit international exchange students. The university may recruit the students from the school without signing an academic exchange agreement according to the Guidelines for short-term study or credit points. The application procedure is the same as that for students from the school executing an academic exchange agreement.

International students referred to in the previous section are not allowed to apply for residence visas for reasons of non-degree study.

Medical and accident insurance or national health insurance certificates and HIV test certificates are needed for international students referred to in Section 1 when they enroll for study.

Article 16 The units of the university are responsible, respectively, for the following affairs for international students during their study in Taiwan:

Office of International Affairs: Announcement of admission application, acceptance of documents, announcement of the name list, dealing with scholarships, application for guidance of study, liaison, guidance for students in learning Chinese and culture, assistance with preparation of promotion data in foreign languages, and coordination with partner schools.

Office of Academic Affairs: Printing international student prospectus, confirmation of the qualified student name list for each department (institute), issuance of the entrance

permit, dealing with enrollment affairs.

Office of Student Affairs: Guidance of international students for their daily life, learning status and other related affairs.

The university organizes guidance activities from time to time for international students to facilitate internationalization of the campus as well as exchange and interaction between local and foreign students.

Article 17 Attention is paid to the study status of international students at each department (institute). Actions will be taken according to the laws for students who violate the Employment Services Act.

Article 18 For international students who suspend or drop out of their schooling or whose student status is changed or lost, the Office of International Affairs will report to the Bureau of Consular Affairs and the National Immigration Agency, and inform the Ministry of Education.

Article 19 Application for retention of the admission qualification, transfer to another university, transfer to another department (institute), suspension of schooling, drop-out of schooling and assessment of the status as a student, academic study and daily life are carried out according to relevant regulations of the university.

The matters that are not covered by the Guidelines are dealt with according to the "MOE Regulations Regarding International Students Undertaking Studies in Taiwan".

Article 20 The Guidelines are approved at the administrative meeting of the university and implemented after approved by the Ministry of Education. The same procedure is applicable to the amendment of the Guidelines.

These guidelines are enacted in Chinese, which shall prevail in case of any discrepancy between the English translation and the Chinese original.