



開南大學

Kainan University

113 學年度外國學生寒假轉學招生簡章

Spring 2025 Admission Brochure –

Winter Transfer for International Students

中華民國 113 年 11 月 22 日本校 113 學年度第 6 次招生事務委員會通過

一、招生重要時程 Schedule of Admission

時間 Time	相關說明 Content
2024 年 12 月 2 日(一)上午 9 時起 From 9 A.M. December 2 nd 2024 (Mon.)	開放報名(線上申請系統開放) Online application period begins.
2025 年 1 月 3 日(五)下午 4 時止 Until 4 P.M. January 3 rd 2025 (Fri.)	報名截止(線上申請系統關閉) 報名費、資料上傳皆須於 2025 年 1 月 3 日(五) 下午 4 時前完成 Deadline for Online Application. All required information / documents must be finalized before January 3 rd 2025 (Fri.) 4 P.M.
2025 年 1 月 10 日(五)下午 4 時起 Until 4 P.M. January 10 th 2025 (Fri.)	開放線上查詢申請結果 Admission results are available for viewing
2025 年 1 月 15 日(三)下午 4 時止 Until 4 P.M. January 15 th 2025 (Wed.)	錄取生線上確認就讀意願 Admitted students are required to confirm their enrollment preference online.
2025 年 2 月 February 2025	入學年月 Semester begins

二、招生學系及名額 Departments and Enrollment Quotas

(一)招生名額：二年級 31 名；三年級 12 名。

Admission Quotas: 31 students in the sophomore year; 12 students in the junior year.

(二)招生系所 Admission Department

學院 College	學系學程 Department / Program	參考網址 / Link
商學院 School of Commerce	國際榮譽學士學位學程 International Honors Program (IHP)	https://ihp.knu.edu.tw/
	企業與創業管理學系 Department of Business and Entrepreneurial Management	https://ba.knu.edu.tw/
	國際企業學系 Department of International Business	https://knib.knu.edu.tw/

學院 College	學系/學程 Department / Program	參考網址 / Link
資訊學院 School of Informatics	資訊管理學系 Department of Information Management	https://im.knu.edu.tw/
	資訊傳播學系 Department of Information Communications	https://ic.knu.edu.tw/
	電影與創意媒體學系 Department of Film and Creative Media	https://fcm.knu.edu.tw/
觀光運輸學院 School of Transportation and Tourism	空運管理學系 Department of Air Transportation	https://air.knu.edu.tw/
	國際物流與運輸管理學系 Department of International Logistics and Transportation Management	https://lsm.knu.edu.tw/
	觀光與餐飲旅館學系 Department of Tourism and Hospitality Management	https://kntrh.knu.edu.tw/
	休閒事業管理學系 Department of Leisure and Recreation Management	https://clrm.knu.edu.tw/
人文社會學院 School of Humanities and Social Sciences	應用英語學系 Department of Applied English	https://ae.knu.edu.tw/
	應用日語學系 Department of Applied Japanese	https://aj.knu.edu.tw/
	應用華語學系 Department of Applied Chinese	https://tcsi.knu.edu.tw/
健康照護管理學院 School of Healthcare Management	保健營養學系 Department of Nutrition and Health Sciences	https://dnhs.knu.edu.tw/
	健康產業管理學系 Department of Health Industry Management	https://dha.knu.edu.tw/
法學院 School of Law	法律學系 Department of Law	https://law.knu.edu.tw/

三、修業年限 Length of Study

(一)修業年限：學士班四至六年為限。

Length of Study: Bachelor's program 4-6 years.

(二)注意事項：錄取入學後之學分抵免，由各系依「開南大學學生抵免學分辦法」辦法辦理，請參閱附錄一。若入學後因學分抵免不足須延長修業年限，概依本校學則及各系規定辦理，不得異議。

Notes: After admission, credit exemptions will be processed by each department in accordance with the "Kainan University Credit Exemption Guidelines." Please refer to Appendix 1. If an extension of study duration is required due to insufficient credit exemptions after enrollment, it will be managed in accordance with the university regulations and department rules, and no

objections will be accepted.

四、申請資格 Eligibility of Applicants

(一)外國學生身份規定/ Foreign Student Status Requirements

具外國國籍且於申請時不具僑生資格，並符合教育部「外國學生來臺就學辦法」之規定(附錄二)。

Applicants must hold foreign nationality and must not have Overseas Chinese student status at the time of application, and must comply with the Ministry of Education's "Regulations Regarding International Students Undertaking Studies in Taiwan" (Appendix 2).

(二)學歷規定 / Academic Requirements

1.目前須就讀於我國大專校院學士班之外國學生。

Applicants must be international students currently enrolled in undergraduate programs at universities or colleges in Taiwan.

2.在國內公立或已立案之私立大學修業累計滿二個學期以上者，得轉入二年級上學期；修業累計滿四個學期以上者，得轉入三年級上學期。

Those who have completed a cumulative total of at least two semesters in a public or registered private university in Taiwan may transfer to the first semester of the second year; those with four semesters or more may transfer to the first semester of the third year.

3.已畢業或錄取報到時已畢業者不符合申請資格

Those who have graduated or will have graduated upon registration are ineligible to apply.

(三)外國學生經原入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入本校就讀。

International students who were expelled from their original institution due to conduct violations or criminal convictions are not eligible to transfer into Kainan University.

五、語言能力規定 Requirements of Language Proficiency

(一)申請中文授課為主之系所 / Application for Chinese-Taught Departments

1.申請應用華語學系學士班(外籍生專班)者，須達 TOCFL A2 或同等級以上認證。

Applicants applying for Department of Applied Chinese (Foreign Students Bachelor's Program) must have at least TOCFL A2 or equivalent Chinese language certificate.

2.申請非應用華語學系之其他中文授課之系所者，須達 TOCFL B1 或同等級以上認證。

Applicants applying for other Departments using Chinese medium instructions must have at least TOCFL B1 or equivalent Chinese language certificate.

3.中文為母語者或畢業於中文授課之學校並具證明者。

Applicants from native Chinese-speaking countries or graduated from Chinese-taught institutions must attach relevant documents.

4.前一學位為主修中文者。

Applicants with a previous degree major in Chinese.

(二)申請全英語授課之系所(學程)

Application for English-Taught Departments (Bachelor Programs)

1.英語能力證明須達 CEFR B1 或同等級以上認證。

Applicants must have at least CEFR B1 or equivalent level certificate.

2.英語為母語者或畢業於英語授課之學校並具證明者。

Native English speakers or those who graduated from English-taught institutions must attach relevant documents.

六、申請方式 Application Method

報名辦法：一律採線上報名 / Online application only

(一)線上申請系統路徑 / Online application link :

<https://oicass.knu.edu.tw/intladmission/index/index/applyIntladmissionSn/29>

(二)注意事項 / Note :

1.請牢記您線上報名時所填寫之電子郵件、密碼，以便之後登入申請系統修改資料、上傳文件以及查詢資格審查與錄取結果。

Please remember the email and password you registered during online registration, as they will be necessary for future logins to the application system to modify information, upload documents, and check qualification review and admission results.

2.請務必於申請期限內完成繳費及資料上傳，如延誤時間而致喪失申請權益，其責任概由申請生自行負責。

Please ensure that payment and document uploads are completed by the application deadline.

Responsibility for any loss of application rights due to delays lies solely with the applicant.

申請費及繳費方式 / Payment methods

(一) 申請費：新台幣 2,000 元。 / Application fee : NTD. 2000

(二) 繳費方式 / Payment methods :

1.現場繳費：請至學校出納組繳交申請費，出納組位於行政大樓 S104 室。

On-site payment: At the cashier's office (S104) to pay the application fee.

2.銀行匯款(國內) / National bank transfer

銀行名稱 / Bank Name 陽信商銀-古亭分行

銀行代碼 / Bank Code 108-0306

帳號 / Account Number 03101-000033-3

帳戶名稱 / Title 財團法人私立開南大學

※匯款時請於備註欄註明申請人姓名。

When making the transfer, please make sure to include the applicants name in the remarks section.

※務必請以「全額到達受款銀行(Beneficiary Bank)」方式匯款並自付相關手續費。

Please ensure the full amount is transferred to the beneficiary bank account and pay the processing fee on your own.

※請注意申請費一概不予退還。/ The application fee is non-refundable.

報名應上傳資料 / Admission Documents

(一) 注意事項 / Note :

1.所有申請生均需至線上報名系統上傳應繳資料，於截止日前允許分次上傳及更新檔案，請務必審慎檢視"確認資料無誤"後，點選"送出申請資料"鍵完成申請，本校將以系統中申請生最後確認送出的檔案為準，日後不得以任何理由要求修改或補件。

All applicants are required to upload the required documents to the online system. Multiple uploads and updates to files are allowed before the deadline. Please carefully review and ensure that the information is correct before clicking the "Submit Application" button to complete the application. The final files submitted and confirmed in the system will be considered official, and no modifications or additional documents will be accepted for any reason afterward.

2.申請資料除照片應以 JPG 檔案上傳外，其他則以 PDF 檔案上傳，請依各項文件欄位逐一上傳，每一文件項目僅可上傳單一檔案。申請生若單一項目有多個電子檔，請自行合併成一個檔案後再上傳。

Required documents, except for photos which should be uploaded as JPG files, must be uploaded as PDF files. Please upload each document individually according to the designated fields, as only one file can be uploaded per document category. If an applicant has multiple files for a single category, they must be merged into one file before uploading.

3.報名或錄取報到時所繳證件、作品、資料文件，如有偽造、變造、假借、冒用等情事，除取消報名或錄取資格外，並送請司法機關追究刑責。如入學或畢業後始發現者，一經查明即註銷學籍，畢業者撤消其畢業資格並追繳已發之學士證書，亦請司法機關追究刑責。

If any documents, works, or materials submitted during the application or admission process are found to be falsified, altered, borrowed, or impersonated, the application or admission will be canceled, and the case will be referred to judicial authorities for criminal prosecution. If such issues are discovered after enrollment or graduation, the student's registration will be revoked, and graduates will have their degree qualifications annulled and their diploma reclaimed. The case will also be referred to judicial authorities for criminal prosecution.

4.錄取生應於入學報到時繳驗相關證明文件正本。

Admitted students are required to present the original copies of relevant documents during enrollment registration.

5.凡報名本校各項招生考試之考生，即視為同意本校將所屬基本資料、報考資料作為試務作業使用；資料除提供本校各招生系所、試務相關單位等使用外，其餘均依照「個人資料保護法」相關規定辦理。

All applicants who register for any exams at Kainan University are deemed to have agreed to the use of their basic personal information and application data for examination-related processes. Aside from being shared with the university's admissions departments and exam-related units, all data will be handled in accordance with the relevant provisions of the "Personal Data Protection Act."

6.報名前請自行先確認符合報考資格，凡報考資格不合者，一經發現本校得採取下列方式處理：

Before applying, please confirm on your own that you meet the eligibility requirements. If it is discovered that an applicant is ineligible, the university may take the following actions:

(1) 報名後審查結果通知前發現者，取消申請資格。

If discovered before the notification of the review results, the application will be canceled.

(2) 審查結果通知後已錄取分發，於註冊時發現者，取消錄取資格。

If discovered after admission has been granted and assigned, the admission will be revoked if found at the time of registration.

(3) 入學後發現者，勒令退學。

If discovered after enrollment, the student will be expelled.

7.錄取生持本校入學許可，不代表即可獲本國核發簽證。

Obtaining an admission permit to KNU does not guarantee the issuance of Visa.

(二) 應上傳之證明或文件 / Required documents :

1.申請表。 / Application Form.

2.外籍生切結書。 / Declaration for International Students with personal signature.

3.護照、簽證、居留證影本各 1 份。 / One photocopy each of the passport, visa, and ARC.

4.原就讀學校在學證明及原就讀大學歷年成績單各 1 份。 / One copy each of the enrollment certificate and academic transcript from the previously attended university.

5.三個月內財力證明書美金 3,000 元。 / A copy of financial statement within 3 months issued by a bank with a minimum balance of USD. 3,000.

6.語文能力測驗證書。 / Language Proficiency Certificate.

7.自傳。 / Autobiography or Study Plan in either English or Chinese.

8.新生入學助學金合約書。 / New student grant.

9.申請作業費收據。 / A photocopy of the application fee receipt NTD. 2,000.

10.其他有利審查之資料，如得獎、競賽、證照、成果作品競賽成果等。 / Other reference documents. (Optional)

七、審查方式 Assessment

外國學生入學申請，由國際及兩岸事務處受理，並就申請資格進行初審，再由各系所(學程)進行專業審查或甄試，審查結果須經招生事務委員會審議通過後錄取。

The international recruitment center will accept the applications from international students

and assess their qualifications and pass the qualified students to the appropriate academic units for secondary screening. The final result will be announced by the Admissions Committee.

八、審查結果 Results

申請生於開放查詢申請結果期間，逕至本校線上申請系統登入查詢，所有錄取生須於規定期限內完成線上確認入學。未於截止日期前完成線上確認入學者，取消其錄取資格。 During the result inquiry period, applicants should log in to the university's online application system to check their application status. All admitted students must complete the online enrollment confirmation within the specified deadline. Failure to complete the online confirmation by the deadline will result in the cancellation of admission.

九、註冊入學 Register for Admission

(一)錄取生應依錄取通知之規定辦理報到手續，並應繳驗以下證件，否則取消錄取資格；未報到即以自願放棄入學資格論。

Admitted students should register with their department by the designated time. Applicants who fail to complete the following registration procedures are regarded as forfeiting their admission.

1.護照。/ Passport

2.簽證。/ Visa

3.居留證。/ ARC

4.入學許可函。/ Admission Letter

5.2 吋照片四張。/ Four 2-inch passport size photos

6.畢業證書及成績單正本(經駐外館處驗證)。/ Original copy of highest education diploma and transcript notarized by a ROC overseas representative office.

7.原就讀學校修業證明及原就讀大學歷年成績單正本。/ An original certificate of study and complete academic transcript from the previously attended university.

8.我國全民健康保險等相關保險證明文件。/ Proof of national health insurance or related insurance documents from Taiwan.

9.由醫院出具之三個月內合格之健康檢查證明。/ A health examination certificate issued by a hospital within the past three months.

10.三個月內財力證明 (美金 3,000 元)。/ Financial Statement within 3 months (USD. 3,000)

11.相關語文能力測驗證書。/ Relevant language proficiency test certificates

(二)錄取生註冊入學後，其學分抵免方式悉依本校學生抵免學分相關辦法辦理。

Transferring credits from other universities is possible by application to the department / institute, based on the relevant regulations of KNU.

十、學雜費收費標準 Tuition and Miscellaneous Fees

(一)本校學雜費收費，依據本校會計室公告之各學系外國學生收費標準為準。

The University tuition and miscellaneous fees are subject to the announcement of the school's accounting office for the current year.

學院 College	學系/學程 Department / Program	學雜費 Tuition
商學院 School of Commerce	國際榮譽學士學位學程 International Honors Program (IHP)	
	企業與創業管理學系 Department of Business and Entrepreneurial Management	53,180
	國際企業學系 Department of International Business	
資訊學院 School of Informatics	資訊管理學系 Department of Information Management	53,180
	資訊傳播學系 Department of Information Communications	62,473
	電影與創意媒體學系 Department of Film and Creative Media	62,473
觀光運輸學院 School of Transportation and Tourism	空運管理學系 Department of Air Transportation	
	國際物流與運輸管理學系 Department of International Logistics and Transportation Management	53,180
	觀光與餐飲旅館學系 Department of Tourism and Hospitality Management	
	休閒事業管理學系 Department of Leisure and Recreation Management	
人文社會學院 School of Humanities and Social Sciences	應用英語學系 Department of Applied English	
	應用日語學系 Department of Applied Japanese	52,538
	應用華語學系 Department of Applied Chinese	
健康照護管理學院 School of Healthcare Management	保健營養學系 Department of Nutrition and Health Sciences	61,100
	健康產業管理學系 Department of Health Industry Management	58,930
法學院 School of Law	法律學系 Department of Law	52,538

(二)本校學生休、退學退費標準，依教育部「專科以上學校學雜費收取辦法」辦理，退費基準表如下：

Students can apply for refund when drop out or suspended from school. Such regulations are conducted by the Ministry of Education, the table below shows the refund amount and

standards:

休、退學時間 Suspension/ Drop out period	學費 Tuition Fee	雜費 Miscellaneous Fee	其餘各項費用 Others	平安保險 Safety Insurance
註冊前休學者 Before matriculation	免繳費 No payment required	免繳費 No payment required	免繳費 No payment required	免繳費 No payment required
註冊後開學前者 After matriculation	退 2/3 Refund 2/3	全退 Fully refund	全退 Fully refund	不退 Non-refundable
上課未達學期 1/3 者 Attends class less than 1/3 of the semester	退 2/3 Refund 2/3	退 2/3 Refund 2/3	退 2/3 Refund 2/3	不退 Non-refundable
上課逾學期 1/3 者 Attends classes for 1/3 of the semester	退 1/3 Refund 1/3	退 1/3 Refund 1/3	退 1/3 Refund 1/3	不退 Non-refundable
上課逾學期 2/3 者 Attends classes for more than 2/3 of the semester	不退 Non- refundable	不退 Non-refundable	不退 Non- refundable	不退 Non-refundable

※其餘各項費用包含：電腦及網路通訊使用費、語言視聽使用費。

Others (Computer and Network Usage/Language Audio-Visual Fee)

十一、新生入學助學金 New Student Grant

(一)大學部僑外生新生入學助學金核予共計二學期學雜費全免金額，減免方式如下：

The total amount of tuition and miscellaneous fees waived for two semesters for Overseas Chinese and international students in the Bachelor's programs are as follows:

年級 School Year	一年級 Freshman		二年級 Sophomore		三年級 Junior	
	第一學期 1 st semester	第二學期 2 nd semester	第一學期 1 st semester	第二學期 2 nd semester	第一學期 1 st semester	第二學期 2 nd semester
學雜費優惠 Tuition & Miscellaneous Fees Deduction	100%	20%	20%	20%	20%	20%

轉學生依其入讀年級減免學雜費。

A transfer student will receive the grant according to his/her school year.

(二)碩士班僑外生新生入學助學金核予共計一學期學雜費全免金額，於入學第一年第一學期減免百分之五十，第二學期減免百分之五十。

The total amount of tuition and miscellaneous fees waived for one semester for Overseas

Chinese and foreign students in the Master's program is 50% in the first semester and 50% in the second semester of the first year of study.

※開南大學保留更新獎助學金規定之權利。

Kainan University reserves the right to update the regulations on scholarships without prior

notice.

※新生入學獎學金之申請應於申請就讀本校時，配合本校招生報名截止日期提出申請。

The submission of the documents should be done before the deadline of the school enrollment during the admission process.

十二、宿舍收費標準 Dormitory Fees

(一)宿舍收費標準以開南大學宿舍費收費暨退費標準公告為準。

The dormitory fee standards are based on the announcement of Kainan University's Dormitory Fee and Refund Policy.

(二)宿舍費用一次收費一學期，電費另計，每學期預收電費新臺幣 1,500 元。

Dormitory fees are charged per one semester, with electricity fees calculated separately. A prepayment of NTD 1,500 for electricity is required each semester.

(三)申請宿舍請自行至本校學務處住宿服務組網頁申請 (<https://sa.knu.edu.tw/p/412-1005-4300.php?Lang=zh-tw>)。

To apply for dormitory accommodation, please visit the website of the Office of Student Affairs - Housing Services Section (<https://sa.knu.edu.tw/p/412-1005-4300.php?Lang=zh-tw>).

(四)113 學年度住宿收費參考如下表，以下所有金額以新臺幣計算。

The dormitory fees for the 113th academic year are referenced in the chart below, with all amounts calculated in New Taiwan Dollars (NTD).

學宿 Dormitory	房型 Room Type	費用 (一學期) Fee (one semester)	
學生宿舍一宿 (雅房) Student Resident Hall 1 (Bedsit)	標準 Standard	四人房 / Quad	NTD. 12,750 元
		二人房 / Double	NTD. 25,500 元
	精緻 Exquisite *附設冰箱 *Equipped with refrigerator	四人房 / Quad	NTD. 13,100 元
		二人房 / Double	NTD. 26,050 元
學生宿舍二宿 (套房) Student Resident Hall 2 (Studio)	標準 Standard	四人房 / Quad	NTD. 15,750 元
		二人房 / Double	NTD. 31,500 元
	精緻 Exquisite *附設冰箱 *Equipped with refrigerator	四人房 / Quad	NTD. 16,100 元
		二人房 / Double	NTD. 32,050 元

十四、其他費用參考 Other Fees

以下所有金額以新臺幣計算。 / The amounts are all in New Taiwan Dollars.

內容 Content	預估金額 Estimated Amount
書籍費	視各系開課老師指定用書而訂，一本教科書約 500~1,000 元

內容 Content	預估金額 Estimated Amount
Book Cost	NTD. 500-1,000/per textbook, depending on the teaching material specified by the lecturer.
境外學生保險費 Foreign Student Insurance	醫療保險費(只有第一年第一學期須投保) Medical Insurance (Only required for the first 6 months after enrollment) 入學後前六個月：3,000 元(每月約 500 元×6 個月) First 6 months after enrollment: NTD. 3,000 (NTD. 500 x 6 months) 學生平安保險費 494 元，依學校公告調整。 Safety Insurance: NTD. 494, and will be adjusted according to the school's announcement in the future.
電腦及網路通訊使用費 Computer and network communication usage Fee	NTD. 1,600 元
語言視聽使用費 Language audio-visual Fees	NTD. 1,000 元
全民健康保險費 National Health Insurance Fee	居留滿六個月開始：4,956 元(每月約 826 元×6 個月)，每半年繳一次 Starting from living in Taiwan successively for half a year: NTD. 4,956 (NTD. 826/per month × 6 months), paid every six months.

十三、聯絡資訊 Contact Information

聯絡電話 / Tel: +886-3-341-2500 分機#4758、#6028、#1027 國際招生中心

電子信箱 / Email: oica.irc@gapps.knu.edu.tw

十四、其他注意事項 Additional Notes

本簡章若有未盡事宜，悉依相關法令及本校招生事務委員會決議辦理。

Any matters not covered in this brochure will be handled in accordance with relevant laws and the resolutions of the university's Admissions Committee.

開南大學學生抵免學分辦法

111.04.15 臺教高(二)字第 1110028699 號函備查

- 第一條 開南大學(以下簡稱本校)為便於學生抵免學分，特訂定本辦法。
- 第二條 具備下列條件者得申請抵免學分
- 一、新生、轉學生。
 - 二、依照法令規定准許於本校先修讀學分後考取修讀學位者。
 - 三、本校大學部學生先修本校研究所課程，該課程成績已達研究所規範成績及格之標準，且不計入大學部畢業應修學分數者。惟列入大學部畢業學分數內計算者，嗣後考取研究所碩士班，如該等科目為校訂必修，在不變更碩士班畢業學分數原則下，並得據以申請免修。
 - 四、經本校核准至國外學校修讀雙聯學制學位或交換學生者。
 - 五、經政府遴選、本校推薦、專案核准至符合教育部所定「大學辦理國外學歷採認辦法」、「大陸地區學歷採認辦法」、「香港澳門學歷檢覈及採認辦法」規定之境內外大學校院，已取得學分證明者。
- 第三條 凡原就讀學校已修及格之科目，可申請抵免。抵免學分之審核，由相關開課單位(院、系、所、室、中心)依本辦法自行訂定詳細抵免標準經開課單位相關會議通過並陳請校長核定後公布施行。
- 第四條 抵免學分之範圍：
- 一、大學學士班、進修學士班：各該系開設之必修科目、選修科目。
 - 二、研究所：各系所碩博士班開設之必修科目、選修科目。
- 第五條 抵免學分原則：
- 一、一門或多門原修科目學分足以抵免一門本校科目。若原修科目學分數足以抵免本校多門科目且授課內容含括抵免多門科目內容，經由學生所屬系級課程委員會評定後，得以一門原修科目抵免多門本校科目，並至多以三門為限。
 - 二、科目名稱不同，而內容相同或性質相近者，須提供課程大綱證明後，由所屬系級課程委員會評定。
 - 三、原修科目學分不足，以抵免全學年度之科目者則以抵免上學期學分為原則，仍須補修下學期學分(例如：原修經濟學四學分，可抵免經濟學上學期三學分，另補修下學期三學分)。
 - 四、經辦理學分抵免之科目如重複修習將不計算於畢業學分內，修習成績應予登錄，成績若不及格，其不及格學分達學業退學標準者，依本校學則規定辦理。
 - 五、學士班學生入學前於專科學校修習及格之科目與學分，酌予抵免。五年制專科學校一年級至三年級修習之科目視同高中、高職階段，不得辦理抵免學分。
 - 六、學士班、進修學士班學生申請抵免之科目，已計入其他已取得學士學位之最低畢業應修學分數或科目者，不得辦理學分抵免；碩士班、碩士在職專班學生申請抵免之科目，已計入其他已取得碩士學位之最低畢業應修學分數或科目

者，不得辦理學分抵免。

- 七、必修科目，因課程規劃表修訂而停開、增開或改為選修或更改名稱及學分時，須補修或重修者，可免補修或重修，惟應由相關開課單位指定性質相近之科目或新訂名稱之科目代替，其畢業總學分數不得減少。
- 八、參加「青年教育與就業儲蓄帳戶方案」完成體驗後返校就學，須持有二年以上工作年資證明、勞工保險證明或體驗學習證明及工作或體驗心得報告辦理抵免學分，可抵免各系開設之實習課程、選修科目或通識教育科目至多 9 學分，並由各相關開課單位核實認定工作或體驗內容與抵免課程之關聯性，經所屬系級課程委員會會議通過後備查，即可抵免相對應學科課程或實習學分。
- 九、經政府遴選、本校推薦、專案核准之學生，前往國內外暨大陸地區姊妹校，修習符合教育部所定「大學辦理國外學歷採認辦法」、「大陸地區學歷採認辦法」、「香港澳門學歷檢覈及採認辦法」規定之境外大學課程，得經本校申請抵免學分之作業程序辦理抵免。
- 十、入學本校前修習及格之專業科目，至入學時已超過十五年者，不得抵免，特殊情況經由學生提出相關佐證文件並專案簽請教務長核准者，不在此限。

第六條 抵免學分數之限定：

一、大學學士班、進修學士班

- (一) 轉學生轉入二年級者，其抵免學分總數以不超過一年級學生得修習學分之上限為原則。
- (二) 轉入三年級者以不超過一、二年級得修習學分之上限為原則。
- (三) 本校退學生不受此前二項之限制。
- (四) 推廣教育學分班學員修讀期滿經考試及格，取得原就讀學校學分證明，經入學考試錄取本校者，其抵免之學分總數以畢業應修學分數二分之一為限，已採計為大學同等學力報考大學學士班一年級之考試資格者，不得再行抵免。
- (五) 寒假轉學生轉入二年級者，其抵免學分總數以不超過二年級上學期學生得修習學分之上限為原則，轉入三年級者，以不超過三年級上學期得修習學分之上限為原則。

二、研究所

- (一) 成績須達七十(含)分以上專業科目始可抵免，抵免學分總數(含推廣教育學分班之學分)以應修畢業學分數(不含論文學分數)二分之一為限，惟於他校修習之碩士(專)課程學分數抵免至多九學分。
- (二) 曾在本校肄業之研究生，因故退學後，經重考或重新申請入本校學系(所)，不受前項抵免學分數之限制，但至少須修業一學年度。

三、雙聯學制學生及交換學生，抵免學分由相關開課單位核定，但不得超過該學期學分數上限。

第七條 提高編級：

一、重新編級之規定如下：

(一) 大學學士班、進修學士班：抵免三十二學分以上者可申請編高為二年級，抵免六十四學分以上者可申請編高為三年級，抵免九十六學分以上者可申請編高為四年級，寒轉生抵免八十學分以上者可申請編高至三年級下學期。

(二) 二年制在職專班：抵免三十二學分以上者可申請編高為二年級。

(三) 提高編級之名額及審核標準由教務會議議定之。

二、大學畢業生至少須修業一學年度；專科畢業生及推廣教育學分班學員，至少須修業二學年度，最高編入三年級，並依照限修學分數始可畢業。

三、經重考再行入學之學士班退學生或大學肄業生，依法取得學籍時，得經系、院主管與教務長核可後准予提高編級，但至少需修業一年，並依學期限修學分數修習，始可畢業。

第八條 申請抵免學分之作業程序：

一、申請時間：

(一) 申請辦理時間依教務處之公告為準。

(二) 抵免學分辦理除另有規定外，以一次為限，並均限於入學當學期規定期間內辦理，且逾期不予補辦。

二、申請地點：各系所辦公室或其他教務處指定地點。

三、繳交資料：

(一) 原就讀學校成績單正本並註明系級、學號(成績單影本及修業證明書不予受理)。

(二) 填妥之抵免學分數申請表。

四、學分抵免課程關聯性之審查，由各相關開課單位核實認定，並經所屬系級課程委員會會議通過後備查，始得報由教務處複核。

五、抵免科目學分經教務處登錄後，不得更換抵免其他科目學分。

第九條 曾在境外大學院校修讀之科目學分，依本辦法抵免學分之原則辦理，惟其學分轉換得以授課時數及修課內容作為學分換算及科目抵免之原則。學分換算之原則如下：

一、若出國修習的學校係採歐洲學分互認系統(European Credit Transfer and Accumulation System, ECTS，英國大學除外)，ECTS 的學分以三分之二計算，取整數(四捨五入)。

二、若採英國學分累計及轉換制度(Credit Accumulation Transfer Scheme, CATS)，CATS 的學分以三分之一計算，取整數(四捨五入)。

三、美制、日制、陸制之學分可等同換算。

第十條 本辦法經教務會議通過後，自發布日施行，並報教育部備查，修正時亦同。

外國學生來臺就學辦法

Regulations Regarding International Students Undertaking Studies in Taiwan

- 第 1 條 本辦法依大學法第二十五條第三項、專科學校法第三十二條第一項、高級中等教育法第四十一條第一項及國民教育法第六條第三項規定訂定之。
- Article 1 These Regulations are formulated in accordance with the provisions of Article 25, Paragraph 3 of the University Act, Article 32, Paragraph 1 of the Junior College Act, Article 41, Paragraph 1 of the Senior High School Education Act, and Article 6, Paragraph 3 of the Primary and Junior High School Act.
- 第 2 條 具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本辦法規定申請入學：
- 一、未曾以僑生身分在臺就學。
 - 二、未於申請入學當學年度依僑生回國就學及輔導辦法經海外聯合招生委員會分發。
- 具外國國籍並符合下列規定，且最近連續居留海外六年以上者，亦得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上：
- 一、申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。
 - 二、申請前曾兼具中華民國國籍，於申請時已不具中華民國國籍者，應自內政部許可喪失中華民國國籍之日起至申請時已滿八年。
 - 三、前二款均應符合前項第一款及第二款規定。
- 依教育合作協議，由外國政府、機構或學校遴薦來臺就學之外國國民，其自始未曾在臺設有戶籍者，經主管教育行政機關核准，得不受前二項規定之限制。
- 第二項所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。
- 第二項所稱海外，指大陸地區、香港及澳門以外之國家或地區；所稱連續居留，指外國學生每歷年在國內停留期間未逾一百二十日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：
- 一、就讀僑務主管機關舉辦之海外青年技術訓練班或教育部（以下簡稱本部）認定之技術訓練專班。
 - 二、就讀本部核准得招收外國學生之各大專校院華語文中心，合計未滿二年。
 - 三、交換學生，其交換期間合計未滿二年。
 - 四、經中央目的事業主管機關許可來臺實習，實習期間合計未滿二年。
- 具外國國籍並兼具中華民國國籍，且於本辦法中華民國一百年二月一日修正施行前已提出申請喪失中華民國國籍者，得依原規定申請入學，不受第二項規定之限制。
- Article 2 A person of foreign nationality who has never held Republic of China (“R.O.C.”) nationality and who meets the following requirements is permitted to apply for admission to an educational institution, in accordance with the provisions of these Regulations:
1. The person has never undertaken studies in Taiwan as an overseas Chinese student.

2. The person has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

A person of foreign nationality who meets the following requirements and who in the immediate past has resided overseas continuously for at least six years is also permitted to apply for admission to an educational institution, in accordance with these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

1. A person who at the time of their application also holds dual R.O.C. nationality shall have never had household registration in Taiwan.

2. A person who before the time of their application also held dual R.O.C. nationality but no longer does at the time of their application shall have renounced their R.O.C. nationality with the approval of the Ministry of the Interior on a date at least eight full years before making their application.

3. A person referred to in either of the preceding two subparagraphs shall meet the requirements stipulated in Subparagraph 1 and Subparagraph 2 of the previous paragraph.

A foreign national who was selected by a foreign government, organization, or school to study in Taiwan in accordance with the Education Cooperation Framework Agreement, and who has never had household registration in Taiwan may be given exemption from the restrictions set out in the preceding two paragraphs if the competent education administrative authority gives approval.

The periods of six years and eight years stipulated in Paragraph 2 shall be calculated using the starting date of the semester (February 1, or August 1) as the end date of the period.

The term “overseas” used in Paragraph 2 refers to countries or regions other than the Mainland Area, Hong Kong, and Macau; the term “reside overseas continuously” means that an international student has stayed in Taiwan for no more than a total of 120 days in each calendar year. When calculating the number of consecutive years spent overseas, if the initial or final year of the period is not a complete calendar year, any time spent in Taiwan in the initial or final year must not exceed 120 days. However, time that a person has spent in Taiwan is not subject to this restriction and it is not counted when calculating how long they were in Taiwan in a particular year if the person has documentary proof that they:

1. attended an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the Ministry of Education;

2. spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas;

3. spent a total period of less than two years in Taiwan as an exchange student; or

4. spent a total period of less than two years undertaking an internship that they came to Taiwan to undertake with the approval of the designated central competent authority.

A person who held both foreign and R.O.C. nationalities and applied for annulment of their R.O.C. nationality before the date of effect of the February 1, 2011 amendment to these Regulations may apply for admission as an international student in accordance with the provisions in place before the amendment and is not subject to the restrictions set out in Paragraph 2.

第 3 條

具外國國籍，兼具香港或澳門永久居留資格，且未曾在臺設有戶籍，申請時於香港、澳門或海外連續居留滿六年以上者，得依本辦法規定申請入學。但

擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上。
前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前條第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入前項連續居留期間計算。

曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外六年以上者，得依本辦法規定申請入學。但擬就讀大學醫學、牙醫或中醫學系者，其連續居留年限為八年以上。

前項所稱連續居留，指每曆年在國內停留期間，合計未逾一百二十日。但符合前條第五項第一款至第四款所列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外連續居留期間計算。

第一項及第三項所定六年、八年，以擬入學當學期起始日期（二月一日或八月一日）為終日計算之。

第一項至第四項所定海外，準用前條第五項規定。

Article 3

An applicant of foreign nationality, who is eligible for permanent residence in Hong Kong or Macao, who has never had household registration in Taiwan, and who at the time of their application has resided in Hong Kong, Macao, or elsewhere overseas continuously for at least six years may apply for admission in accordance with the provisions of these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

The term “resided [...] continuously” in the preceding paragraph means that a person did not spend more than a total of 120 days in Taiwan in each calendar year. However, this restriction does not apply if a person can present documentary proof that any of the circumstances listed in Paragraph 5, Subparagraphs 1 to 4 of the previous article apply. The time that they spent in Taiwan in the ways listed is not counted when calculating the period of continuous residence referred to in the previous paragraph.

A person who was formerly from the Mainland Area and who has foreign nationality and has never had household registration in Taiwan, and who at the time of their application has resided overseas continuously for at least six years may apply for admission to an educational institution, in accordance with the provisions of these Regulations. However, a person who plans to apply to study in a university department of medicine, dentistry, or Chinese medicine must have resided overseas continuously for at least eight years.

The term “resided [...] continuously” in the preceding paragraph means that a person did not spend more than a total of 120 days in Taiwan in each calendar year. However, this restriction does not apply if a person can present documentary proof that any of the circumstances listed in Paragraph 5, Subparagraphs 1 to 4 of the previous article apply. The time that they spent in Taiwan in the ways listed is not counted when calculating the period that they resided continuously overseas referred to in the previous paragraph.

The periods of six years and eight years stipulated in Paragraph 1 and in Paragraph 3 shall be calculated using the starting date of the semester (February 1, or August 1) as the end date of the period.

The definition of “overseas” given in Paragraph 5 of the previous article also applies, mutatis mutandis, to Paragraphs 1 to 4.

第 4 條

外國學生依前二條規定申請來臺就學，以一次為限；其繼續在臺就學者，入學方式應與我國內一般學生相同。但下列情形，不在此限：

一、於完成申請就學學校學程後，申請碩士班以上學程，逕依各校規定辦理。

二、外國學生申請來臺就讀學士班以下學程，在國內停留未滿一年，因故退學或喪失學籍，得重新申請來臺就學，並以一次為限。
外國學生經入學學校以操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍者，不得再依前項規定申請入學。

Article 4

An international student applying to study at an educational institution in Taiwan in accordance with the provisions of the two previous articles is limited to only applying once. If a student wants to continue studying in Taiwan, their application shall be handled in the same manner as the admission procedures for domestic students. However, this requirement does not apply to an international student in either of the following circumstances:

1. If an international student is applying for admission to a master's degree or higher level program after completing the course of study at the educational institution to which they originally applied, the university to which the student is now applying shall handle the application in accordance with its regulations;
2. If an international student applied to come to Taiwan to undertake a bachelor's degree or lower level program in Taiwan and after coming to Taiwan stayed for less than one year for some reason then discontinued their studies or forfeited their student status, that student may lodge another application to come to Taiwan to study, but only one such re-application is permitted.

If an educational institution in Taiwan where an international student was studying considers that their conduct or academic performance was unsatisfactory, or if the student seriously violated any ordinances or the regulations of the educational institution and the circumstances were serious and as a result, in accordance with the provisions of its regulations governing student awards and penalties had to discontinue their studies or forfeited their status as a registered student, the student is not permitted to re-apply to study in Taiwan on the basis of the provisions of the previous paragraph.

第 5 條

大學及專科學校二年制（以下簡稱大專校院）實際招收入學之外國學生，其名額以本部核定該校前一學年度招生名額外加百分之十為原則，並應併入當學年度招生總名額報本部核定；申請招收外國學生名額超過前一學年度核定招生名額外加百分之十者，應併同提出增量計畫（包括品質控管策略及配套措施）報本部核定。但國內大學與外國大學合作並經本部專案核定之學位專班，不在此限。

專科學校五年制及高級中等以下學校實際招收入學之外國學生，其名額以各主管教育行政機關核定該校前一學年度招生名額外加百分之十為限，並應併入當學年度招生總名額報各主管教育行政機關核定。

大專校院於前一學年度核定招生總名額內，有本國學生未招足情形者，得以外國學生名額補足，並應報本部核定。

第一項及第二項招生名額，不包括未具正式學籍之外國學生。

Article 5

In principle, the actual number of places available for international students to be admitted to universities and two-year programs at junior colleges (hereunder referred to as “universities and tertiary colleges”) is limited to an additional ten percent above the admission quota that was approved for the institution for the previous academic year by the Ministry of Education, and that number shall be incorporated into the total admission quota and reported to the Ministry of Education for approval. A university or junior college applying to recruit more than an additional ten percent shall submit a report of the planned increment (including associated quality control strategy and supportive measures) to the Ministry of Education for approval. Degree programs offered by collaborating domestic and foreign universities that have been approved on a case by case basis by the Ministry of Education are not subject to this restriction.

The actual number of international students that may be admitted to a five-year program at a junior college, or to a senior secondary school, junior high school, or an elementary school is limited up to an additional ten percent above the admission quota that was approved for the institution for the previous academic year that was approved by the competent education administrative authority, and that number shall be included in the total number of students admitted for that academic year and be reported to the competent education administrative authority for approval.

Universities and tertiary colleges may augment the number of places at their institution available to international students by the number of places that were available to local students within the admission quota that was approved for the institution for the previous academic year and shall first report such an increase to the Ministry of Education for approval.

The admission quotas referred to in Paragraph 1 and Paragraph 2 do not include international students who are not officially registered as a current student.

第 6 條

大專校院招收外國學生入學各年級，應擬訂公開招生規定報本部核定，其內容應包括招生方式、入學資格審查程序、學系（程）授課語言、學生應具備之語文能力基準、財力證明基準及其他相關事項。

前項招生規定經本部核定後，大專校院應自行訂定外國學生招生簡章，詳列招生方式、入學資格審查程序、招生學系（程）、各學系（程）授課語言、學生應具備之語文能力基準、修業年限、招生名額、申請資格、財力證明基準、學雜費收退費基準、學校獎助學金資訊及其他相關事項。

大專校院辦理外國學生招生事務，除宣傳推廣及協助學生辦理來臺相關必要程序外，不得委由校外機構、法人、團體或個人辦理；並應適時確認其是否向外國學生收取不合理之費用、成立借貸關係或其他違反相關法令之情形，必要時得向申請之外國學生查核。

大專校院自行或委由校外機構、法人、團體或個人辦理外國學生招生相關事項，不得提供與招生規定、招生簡章或相關規定不一致之資訊。

Article 6

A university or tertiary college that recruits and admits international students into any year of its programs shall formulate its own related admission regulations and make these public after they have been approved by the Ministry of Education, and formulate a set of international student admission guidelines that outline details of the degree programs that admit international students, the length of time in which each program must be completed, admission quotas, admission eligibility requirements, reviewing and screening methods, and any other related regulations.

第 7 條

申請入學大專校院之外國學生，應於各校院指定期間，檢附下列文件，逕向各該校院申請入學，經審查或甄試合格者，發給入學許可：

一、入學申請表。

二、學歷證明文件：

大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

香港或澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

其他地區學歷：

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

2. 前二目以外之國外地區學歷，應依大學辦理國外學歷採認辦法規定辦理。但設校或分校於大陸地區之外國學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

三、足夠在臺就學之財力證明，或政府、大專校院或民間機構提供全額獎助學金之證明。

四、申請學校所規定之其他文件。

各校審核外國學生之入學申請時，對前項第二款至第四款未經我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，

得要求經驗證；其業經驗證者，得請求協助查證。

第一項入學許可應載明外國學生之姓名、就讀學程名稱、學位別、授課語言、入學之學年、學期開始日期、學雜費收退費基準、獎助學金及其他應告知外國學生之相關資訊之中文及英文版本，確認外國學生瞭解來臺就學相關權利義務，並得提供外國學生母國語言版本。

第 7-1 條

外國學生所繳入學證明文件有偽造、假借、塗改等情事，應撤銷錄取資格；已註冊入學者，撤銷其學籍，且不發給任何相關學業證明；如畢業後始發現者，應由學校撤銷其畢業資格並註銷其學位證書。

Article 7

International students applying for admission to a university or tertiary college shall submit the following documents and apply directly to the university or college during its designated application period, and applicants who pass the review or screening process will be issued an admission notice:

1. An enrollment application form

2. Academic credentials:

(1) Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.

(2) Academic credentials from Hong Kong or Macao: shall be handled in accordance with the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

(3) Academic credentials from other areas:

A. Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

B. Academic credentials from overseas other than those referred to the preceding two items shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials issued by a campus or branch that a foreign educational institution has established in the Mainland Area by a foreign educational institution shall be notarized by a notary public there and authenticated by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.

3. Proof of applicant's having sufficient funds to live on while studying in Taiwan, or proof of having a full scholarship or grant provided by a government, university, college, or private organization.

4. Other documents required by the educational institution being applied to.

When an educational institution reviews an international student's admission application, if any of the documents specified in Subparagraphs 2 and 4 of the preceding paragraph have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and the educational institution has any doubts about them, it may request authentication by an overseas agency. If documents that have already been authenticated raise any doubts, the educational institution may request examination of the documents.

Article 7-1

An international student who submits any certificate or document as part of their application for admission to an educational institution that is found to be forged, fabricated, or that has been altered in some way shall have their enrollment eligibility revoked. If the student has already registered and begun classes, their registration as a current student shall be cancelled and they will not be awarded any certification whatsoever regarding their related academic undertakings. If any such circumstances are first discovered after a student has already graduated, the

educational institution shall revoke the former student's eligibility to graduate and shall require any degree already awarded to be returned and shall rescind it.

第 8 條 外國學生已在臺完成學士以上學位，繼續申請入學碩士以上學程者，得檢具我國各校院畢業證書及歷年成績證明文件，依第七條規定申請入學，不受第七條第一項第二款規定之限制。

外國學生在我國就讀外國僑民學校或我國高級中等學校附設之雙語部（班）或私立高級中等學校外國課程部班畢業者，得持該等學校畢業證書及歷年成績證明文件，依第七條規定申請入學，不受第四條第一項及第七條第一項第二款規定之限制。

Article 8 An international student who has completed a bachelor's degree or a higher degree in Taiwan and is applying to be admitted to do a master's degree program or a higher degree may submit copies of their graduation certificate from a university or tertiary college in Taiwan and transcripts for each year of their studies and apply in accordance with the provisions of Article 7 and is not subject to the provisions of Article 7, Paragraph 1, Item 2. An international student who has graduated from a school for international residents in Taiwan, or from a bilingual division (program) affiliated to a domestic senior secondary school, or from a program offering a foreign curriculum at a division of a domestic private senior secondary school may submit copies of their graduation certificate, and their transcripts for each year, and apply for admission in accordance with the provisions of Article 7 and is not subject to the provisions of Article 4, Paragraph 1, or the provisions of Article 7, Paragraph 1, Subparagraph 2.

第 9 條 招收外國學生之大專校院，應即時於本部指定之外國學生資料管理資訊系統，登錄外國學生入學、轉學、休學、退學或變更、喪失學生身分等情事。

Article 9 A university or tertiary college that admits international students shall promptly register details of the following into the international student data management information system designated by the Ministry of Education: the international students admitted and registered, any transfer, deferral or abandonment of studies, and any change to or loss of student status.

第 10 條 外國學生不得申請就讀我國大專校院所辦理回流教育之進修學士班、碩士在職專班及其他僅於夜間、例假日授課之班別。但外國學生在臺已具有合法居留身分者或其就讀之班別屬經本部專案核准之課程者，不在此限。

Article 10 An international student is not permitted to apply to study any recurrent or continuing education bachelor's degree program or in-service master's degree program, or any other program which is only taught in the evening or during vacations, at a university or tertiary college in Taiwan. However, an international student who already has legitimate resident status or who is undertaking a program approved on a case by case basis by the Ministry of Education is not subject to this restriction.

第 11 條 大專校院、專科學校五年制、高級中等以下學校之外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；已逾該學年第一學期修業期間三分之一者，於第二學期或下一學年註冊入學。但各主管教育行政機關另有規定者，不在此限。

Article 11 An international student who reports to register at a university or tertiary college, a five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school before it is already one-third of the way into the first semester of the current academic year shall be registered for the first semester. If it is already more than one-third of the way into the first semester, the international student shall register for the second semester or the next academic year. However, this restriction does not apply if each competent education administrative authority has some provision that overrides it.

第 12 條 大學外國學生於我國大學畢業後，經學校核轉本部許可在我國實習者，其外國學生身分最長得延長至畢業後一年。

外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。但入學方式與我國內一般學生相同者，及依國籍法第四條第一項第一款至第三款申請歸化取得中華民國國籍者，不在此限。

於我國大專校院就讀之外國學生轉學，由各大專校院自行訂定相關規定，並納入招生規定報本部核定。但外國學生經入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入大專校院就讀。

Article 12 An international student who with Ministry of Education approval is undertaking an internship after graduating from a university in Taiwan may have their international student status extended for up to one year after their graduation.

An international student who has been permitted to undertake initial household registration, resident registration, naturalization, or restoration of R.O.C. nationality procedures during the course of their studies in Taiwan will forfeit their international student status and shall be dismissed by their educational institution. However, student whose application was handled in the same manner as the admission procedures for domestic students and who apply for naturalization to acquire the nationality of the ROC in accordance with Subparagraph 1 to 3, Paragraph 1, Article 4 of the Nationality Act is not subject to this requirement.

If international student who studies in university or tertiary college in Taiwan want to transfer to another university or tertiary college. Each university or tertiary college shall formulate its own regulations regarding transfers of international students who study in university or tertiary college in Taiwan, incorporate these into its admission regulations, and submit these to the Ministry of Education for approval. However, an international student who has been dismissed by the educational institution that admitted the student as a result of unsatisfactory conduct or of a conviction in criminal case proceedings is not permitted to transfer to another university or tertiary college.

第 13 條 大專校院在不影響正常教學情況下，得與外國學校簽訂教育合作協議，招收外國交換學生；並得準用外國學生入學規定，酌收外國人士為選讀生。高級中等以下學校經各主管教育行政機關核准者，得招收外國學生來臺進行一年以下之短期研習。

Article 13 A university or tertiary college may sign an education cooperation agreement with a foreign educational institution and recruit and admit international exchange students, provided that this does not affect normal teaching. A university or tertiary college may also apply, mutatis mutandis, its own international student admission regulations to accept suitable international students as non-degree students.

With approval from each competent education administrative authority, senior secondary schools, junior high schools, and elementary schools may recruit international students for short-term periods of study in Taiwan of one year or less.

第 14 條 各級學校因國際學術合作計畫或其他特殊需求成立外國學生專班者，應依各級學校總量發展規模與資源條件相關規定，經該管主管教育行政機關核轉本部核定。

Article 14 Educational institutions at all levels that establish programs exclusively for international students as part of an international academic cooperation program or to meet some other special need shall do so in accordance with the regulations governing overall scale of and resources for development of an educational institution at their level, and the competent education administrative authority will forward details of such programs for appraisal and approval by the Ministry of Education.

第 15 條 本部為獎勵就讀大專校院優秀外國學生，得設置或補助學校設置外國學生獎學金。
大專校院為鼓勵外國學生來臺就學，得自行提撥經費設置外國學生獎學金、助學金。

Article 15 In order to provide incentive awards for outstanding international students who are studying at universities and tertiary colleges in Taiwan, the Ministry of Education may set up international student scholarships or may subsidize universities and tertiary colleges to do so.
To encourage international students to come and study in Taiwan, universities and tertiary colleges may allocate funds to set up scholarships or financial study assistance to international students.

第 16 條 大專校院應指定專責單位或人員負責辦理外國學生就學申請、輔導、聯繫等事項，並加強安排住宿家庭及輔導外國學生學習我國語文、文化等，以增進外國學生對我國之了解。
大專校院應於每學年度不定期舉辦外國學生輔導活動或促進校園國際化，有助我國學生與外國學生交流、互動之活動。

Article 16 Universities and tertiary colleges shall designate units or personnel to be responsible for handling international student admission applications, counselling, and liaison matters. These units or personnel shall also boost the arrangement of homestay accommodation for international students, and of assistance for them to learn Mandarin Chinese and about Taiwan culture in order to better enhance their understanding of Taiwan.
At different times each academic year, universities and tertiary colleges shall organize counselling activities for international students or accelerate campus internationalization, to help to foster exchanges and interactions between local students and international students.

第 17 條 專科學校五年制及高級中等以下學校招收外國學生，除依第二十條規定辦理在臺已具有合法居留身分之外國學生申請入學外，應擬訂招收外國學生來臺就學有關計畫，於每年十一月三十日前報該管主管教育行政機關核定後，始得招生。直轄市、縣（市）主管教育行政機關並應於每年十二月三十一日前，將核定招生學校名冊報本部備查。
前項計畫內容應包括專責外國學生單位之設置、加強我國語文、文化學習課程之規畫及安排外國學生住宿之措施等事項。
第一項學校招收外國學生之國別及名額，必要時得由本部會商內政部及外交部後定之。

Article 17 A five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school that admits international students shall, apart from complying with the provisions of Article 20 when handling applications from international students who have legitimate resident status in Taiwan, prepare an international student recruitment plan and submit the plan to the competent education administrative authority for approval no later than November 30 each year, before recruitment may begin. The competent education administrative authorities at the municipality, county, and city levels shall submit their approved lists of the approved quotas for each educational institution in their jurisdiction to the Ministry of Education no later than December 31 each year for future reference. The plan referred to in the preceding paragraph shall include the establishment of a dedicated unit responsible for international students, planning to increase Chinese language and culture courses, and measures for arranging accommodation for international students.
When necessary, the categories of countries and quotas for the admission of international students referred to in Paragraph 1 may be stipulated by the Ministry of

Education in consultation with the Ministry of the Interior, and the Ministry of Foreign Affairs.

第 18 條 申請入學專科學校五年制及高級中等以下學校之外國學生，除第二十條另有規定外，應於各校指定期間，檢附下列文件，逕向各校申請入學，經審查或甄試合格者，發給入學許可：

一、入學申請表。

二、學歷證明文件：

大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

香港及澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

其他地區學歷：

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

2. 前二目以外之國外地區學歷，應依本部國外學歷查證認定相關規定辦理。設校或分校於大陸地區之國外學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

三、足夠在臺就學之財力證明。

四、在臺監護人資格證明文件。

五、經駐外機構驗證之父母或其他法定代理人委託在臺監護人之委託書。

六、經我國公證人公證之在臺監護人同意書。

七、申請學校所規定之其他文件。

前項第二款學歷證明文件，於申請入學國民小學一年級上學期者，免予檢附。

第一項第四款至第六款文件，外國學生已成年者，免予檢附。

各校審核外國學生之入學申請時，對第一項第二款、第三款及第七款未經駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求驗證；其業經驗證者，得請求協助查證。

Article 18 Unless otherwise specified in Article 20, an international student applying for admission to a five-year program at a junior college, or a senior secondary school, junior high school, or an elementary school shall directly apply to the junior college or school during its designated admission period and submit the following documents. If an applicant passes the review or screening process, the junior college or school will issue an admission notice.

1. An enrollment application form.

2. Academic credentials:

(1) Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.

(2) Academic credentials from Hong Kong or Macao: shall be handled in accordance with the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

(3) Academic credentials from other areas:

A. Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

B. Academic credentials from overseas other than those referred to the preceding two items shall be handled in accordance with the relevant provisions of the applicable Ministry of Education regulations governing the assessment and recognition of international students' academic credentials and records. Academic credentials issued by a campus or branch of a foreign educational institution which it has established in the Mainland Area shall be notarized by a notary public office there and authenticated by an authority established or designated by the Executive

- Yuan, or by a private organization commissioned by the Executive Yuan.
3. Proof of applicant's having sufficient funds to live on while studying in Taiwan.
 4. Documentary evidence of the eligibility of a guardian in Taiwan.
 5. A power of attorney from the student's parents or other legal representative, which has been authenticated by an overseas mission, appointing the guardian in Taiwan.
 6. A letter of agreement from the guardian in Taiwan which has been notarized by a notary public in Taiwan.
 7. Any other documents required by the school, college, or university.

The academic credentials stipulated in Subparagraph 2 of the preceding paragraph are not required to be submitted for an application to be admitted for the first semester of the first grade of elementary school.

Adult international students are not required to submit the documents stipulated in Paragraph 1, Subparagraphs 4 to 6.

When a junior college, or school is reviewing an international student's admission application, if any of the documents specified in Paragraph 1, Subparagraphs 2, 3, and 7 have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and the junior college or school has any doubts about them, it may request authentication by an overseas agency. If documents that have already been authenticated raise any doubts, the junior college or school may request examination of the documents.

第 19 條 前條所稱在臺監護人，應為在臺設有戶籍之中華民國國民，並提出無犯罪之警察刑事紀錄證明及稅捐機關核發最新年度個人各類所得總額新臺幣九十萬元以上之資料清單。

符合前項規定者，每人以擔任一位外國學生之在臺監護人為限。但以校長、學校財團法人董事長或董事為監護人者，每人以擔任五位外國學生之在臺監護人為限。

Article 19 The guardian in Taiwan referred to in the preceding article shall be an R.O.C. citizen who has household registration in Taiwan and shall submit a Police Criminal Record Certificate, and an income tax inventory for the most recent year checked and issued by a taxation organization itemizing personal taxable income from all sources of at least TWD 900,000.

A person who satisfies the requirements prescribed in the preceding paragraph may serve as the guardian in Taiwan of only one international student. However, a school principal, or the chair of the board of directors of an incorporated school or a board member may act as the guardian in Taiwan of up to five international students.

第 20 條 在臺已有合法居留身分，申請入學專科學校五年制及高級中等以下學校之外國學生，應檢具下列文件，逕向學校申請，並經甄試核准後註冊入學：

一、入學申請表。

二、合法居留證件影本。

三、學歷證明文件：

大陸地區學歷：應依大陸地區學歷採認辦法規定辦理。

香港及澳門學歷：應依香港澳門學歷檢覈及採認辦法規定辦理。

其他地區學歷：

1. 海外臺灣學校及大陸地區臺商學校之學歷同我國同級學校學歷。

2. 前二目以外之國外地區學歷，應依本部國外學歷查證認定相關規定辦理。設校或分校於大陸地區之國外學校學歷，應經大陸地區公證處公證，並經行政院設立或指定之機構或委託之民間團體驗證。

前項第三款學歷證明文件，於申請入學國民小學一年級上學期者，免予檢附。

各校審核外國學生之入學申請時，對第一項第三款未經駐外機構、行政院設立或指定之機構或委託之民間團體驗證之文件認定有疑義時，得要求驗證；其業經驗證者，得請求協助查證。

高級中等以下學校應於第一項外國學生註冊入學後，列冊報該管主管教育行政機關備查。

第一項外國學生如申請高級中等以下學校因招生額滿無法接受入學，得向主管教育行政機關申請輔導至有缺額之學校入學。

高級中等以下學校得視第一項申請入學學生甄試成績，編入適當年級就讀或隨班附讀；附讀以一年為限，經考試及格者，承認其學籍。

第 20-1 條 外國學生因該國發生戰亂、重大災害或重大傳染疾病疫情等情事，致該地區之學校無法正常運作，得經我駐外機構、或其本國駐華使領館或授權機構檢齊相關評估資料，經本部會同外交部、內政部移民署等相關機關認定後，其入學高級中等學校、專科學校以專案辦理招生。

前項專案就學採外加名額者，以各校招生核定各該學制總名額外加百分之一為原則。

Article 20 An international student who has legitimate resident status in Taiwan and is applying to study a five-year program at a junior college, or at a senior secondary school, junior high school, or an elementary school shall submit the following documents and apply directly to the junior college or school, and report to register there if their application is approved:

1. An enrollment application form;
2. A photocopy of a legitimate resident permit;
3. Academic credentials:

(1) Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.

(2) Academic credentials from Hong Kong or Macao: shall be handled in accordance with the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.

(3) Academic credentials from other areas:

A. Academic credentials issued by an Overseas Taiwan School or a school for Taiwan business people in the Mainland Area shall be regarded as equivalent to academic credentials issued by an educational institution of the same level in Taiwan.

B. Academic credentials from overseas other than those referred to the preceding two items shall be handled in accordance with the relevant provisions of the applicable Ministry of Education regulations governing the assessment and recognition of international students' academic credentials and records. Academic credentials issued by a campus or branch of a foreign educational institution which it has established in the Mainland Area shall be notarized by a notary public office there and authenticated by an authority established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan.

The academic credentials stipulated in Subparagraph 3 of the preceding paragraph are not required for an application for admission to the first semester of first grade at an elementary school.

When a junior college, or school is reviewing an international student's admission application, if any of the documents specified in Paragraph 1, Subparagraph 3 have not been authenticated by an overseas mission, or by an agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan, and the junior college or school has any doubts about them, it may request authentication by an overseas agency. If documents that have already been authenticated raise any doubts, the junior college or school may request examination

of the documents.

After the admission of the international students referred to in Paragraph 1, a senior secondary school, junior high school, or an elementary school shall submit a list of their details to the competent education administrative authority for future reference. If a senior secondary school, junior high school, or an elementary school cannot admit the international student referred to in Paragraph 1 applying to study there because the school has already filled its admission quota, the student may apply to the competent education administrative authority for a transfer to be admitted to a school that has a vacancy.

A senior secondary school, junior high school, or an elementary school may assign the international student referred to in Paragraph 1 applying to study there to an appropriate grade level or give them a 'provisional' admission status, based on their results during the screening process. This 'provisional' status is valid for up to one year, and their student registration shall be confirmed if they pass the examinations.

Article
20-1

If a chaotic war situation, major disaster, or major epidemic occurs in the country of an international student, and educational institutions in the region become unable to operate normally as a result, that student's admission to senior secondary school or junior college may be given special consideration on a case by case basis, if details of those circumstances have been assessed and submitted by an R.O.C. overseas mission or by the embassy, consular office or authorized representative office of the student's country in Taiwan, and then confirmed by the Ministry of Education in conjunction with the Ministry of Foreign Affairs, and the National Immigration Agency of the Ministry of the Interior.

In principle, the additional student admission quota referred to in the previous paragraph for students given special consideration on a case by case basis shall be one percent of the total student recruitment quota approved for that school or junior college.

第 21 條

外國學生就學應繳之費用，依下列規定辦理：

- 一、依前二條規定入學者、經駐外機構推薦來臺就學之外交部臺灣獎學金受獎學生及具我國永久居留身分者，依就讀學校所定我國學生收費基準辦理。
- 二、依教育合作協議入學者，依協議規定辦理。
- 三、前二款以外之外國學生，依其就讀學校所定外國學生收費基準，並不得低於同級私立學校收費基準。

本辦法中華民國一百年二月一日修正施行前已入學之學生，該教育階段應繳之費用，仍依原規定辦理。

Article 21

The tuition related fees that international students in Taiwan shall pay are determined as stipulated below:

1. Students who have been admitted to study in Taiwan in accordance with the provisions of the previous two articles, or who have received a MOFA Taiwan Scholarship following recommendation by an overseas mission, or who have the status of permanent residents in Taiwan shall pay tuition and other fees in accordance with the standard fees that their educational institution applies to domestic students.
2. Students admitted to an educational institution in Taiwan in accordance with an education cooperation agreement shall pay their tuition and other fees as specified in the agreement.
3. If an international student is not covered by the provisions of either of the preceding two subparagraphs, an educational institution may charge the student based on the standard tuition and other fees for international students that it has determined, and these are not permitted to be lower than the fees levied by other private educational institutions at the same level.

A student who was admitted to an educational institution in Taiwan before the date

of effect of the February 1, 2011 amendment to these Regulations shall pay tuition and other for this stage of education fees in accordance with the pre-amendment provisions.

第 22 條 外國學生註冊時，新生應檢附已投保自入境當日起至少六個月效期之醫療及傷害保險，在校生應檢附我國全民健康保險等相關保險證明文件。前項保險證明如為國外所核發者，應經駐外機構驗證。

Article 22 When a new international student registers, they shall submit proof of being covered by a medical and injury insurance policy which is valid for at least six months from the date that they entered Taiwan. Current students shall present documentary proof that they have joined Taiwan's National Health Insurance Plan.

If the proof of insurance referred to in the previous paragraph was issued in a foreign country it shall be authenticated by an overseas mission.

第 23 條 外國學生有違反就業服務法之規定經查證屬實者，學校或相關主管機關應即依規定處理。

Article 23 If an investigation verifies that an international student has violated the provisions of the Employment Services Act, their educational institution, or the appropriate competent authority shall immediately handle the matter in accordance with the regulations.

第 24 條 外國學生有休學、退學或變更、喪失學生身分等情事，學校應通報外交部領事事務局及學校所在地之內政部移民署各服務站，並副知本部。

Article 24 If an international student defers or abandons their studies, or if there is any change to or loss of their student status, their educational institution shall notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the service center(s) of the National Immigration Agency of the Ministry of the Interior where their educational institution is located and send copies of these notifications to the Ministry of Education.

第 25 條 學校違反本辦法規定者，主管教育行政機關依相關法令規定處理。學校未依第二十三條規定處理者，各該主管教育行政機關並得視情形調整招收外國學生名額。

Article 25 If it is considered necessary, the competent education administration authority may visit educational institutions that admit international students. Any institution found in violation of the provisions of these Regulations shall be dealt with in accordance with the provisions of the applicable laws and regulations. If an educational institution is not acting in accordance with the provisions of Article 23, depending on the circumstances, the appropriate competent education administration authority may also adjust the international student enrollment quotas for that educational institution.

第 26 條 第七條第一項第一款、第十八條第一項第一款及第二十條第一項第一款所定書表格式，由各校定之；第十八條第一項第五款及第六款所定書表格式，由本部定之。

Article 26 The format of the forms referred to in Article 7, Paragraph 1, Subparagraph 1; in Article 18, Paragraph 1, Subparagraph 1; and in Article 20, Paragraph 1, Subparagraph 1 shall be determined by each educational institution. The format of the forms referred to in Article 18, Paragraph 1, Subparagraphs 5 and 6 shall be prescribed by the Ministry of Education.

第 27-1 條 實驗教育機構得依高級中等以下教育階段非學校型態實驗教育實施條例，並準用本辦法規定，招收外國學生來臺就學；其準用本辦法之範圍如下：

第二條。

第三條。

第四條。

第十一條。

第十三條第二項。
第十七條第一項。
第十八條。
第十九條第一項。
第二十條第一項至第四項。
第二十二條。
十一、第二十三條。
十二、第二十五條第一項。
十三、前條。

實驗教育機構擬訂外國學生來臺就學有關計畫之內容，應包括外國學生專責人員之設置等事項。

實驗教育機構招收外國學生之國別，比照高級中等以下學校招收外國學生之國別規定。

符合第十九條第一項所定資格者，每人以擔任一位外國學生之在臺監護人為限。但實驗教育機構之負責人或設立實驗教育機構之非營利法人代表，每人以擔任五位外國學生之在臺監護人為限。

實驗教育機構招收外國學生之收、退費相關規定，應納入高級中等以下教育階段非學校型態實驗教育實施條例第六條第四項第七款收、退費規定。

外國學生有喪失學生身分、休學、變更或終止短期研習及其他情事，實驗教育機構應通報外交部領事事務局及學校所在地之內政部移民署各服務站，並副知本部、直轄市、縣（市）主管教育行政機關及設籍學校。

Article
27-1

Experimental education institutes may recruit international students to study in Taiwan in accordance with the Enforcement Act for Non-school-based Experimental Education at Senior High School Level or Below, and apply, mutatis mutandis, the provisions of the following articles of these Regulations:

1. Article 2.
2. Article 3.
3. Article 4.
4. Article 11.
5. Article 13, Paragraph 2.
6. Article 17, Paragraph 1.
7. Article 18.
8. Article 19, Paragraph 1.
9. Article 20, Paragraph 1 to Paragraph 4.
10. Article 22.
11. Article 23.
12. Article 25, Paragraph 1.
13. The preceding article.

The plans that an experimental education institute draws up related to international students' undertaking studies at their institute in Taiwan shall include items pertaining to putting in place personnel specifically responsible for international students.

The categories of countries from which an experimental education institute is permitted to recruit international students are the same as those set out in the regulations specifying the categories of countries from which elementary and secondary level schools are permitted to recruit international students.

A person who meets the criteria set out in Article 19, Paragraph 1 is restricted to being the guardian of just one international student. However, any person who is also the person in charge of an experimental education institute or is the legal representative of a non-profit body that has established an experimental education institute, that person is restricted to being the guardian of up to five international

students.

Experimental education institutes shall incorporate the regulations they draw up governing the fees for international student that they enroll and associated refunds into the fee collection and refund regulations referred to in Article 6, Paragraph 4, Subparagraph 7, of the Enforcement Act for Non-school-based Experimental Education at Senior High School Level or Below.

If an international student loses their student status, suspends their studies, or changes or terminates their undertaking a period of short-term study, or had other changes in their circumstances, the experimental education institute shall notify the Bureau of Consular Affairs of the Ministry of the Foreign Affairs, the service center(s) of the National Immigration Agency of the Ministry of the Interior where the experimental education institute that the student attended is located, and send copies of these notifications to the Ministry of Education, and to the competent education administrative authority of the special municipality, county or city where the experimental education institute that the student attended is located, and the school where the student is nominally registered.

第 28 條 本辦法自中華民國一百零一年八月一日施行。

本辦法修正條文，除中華民國一百零一年十二月二十四日修正發布之條文，自一百零二年一月一日施行，一百零二年八月二十三日修正發布之條文，自一百零二年九月一日施行外，自發布日施行。

Article 28 These Regulations shall take effect on August 1, 2012.

The amendments to these Regulations shall take effect on the date of promulgation, with the exception of the amendments promulgated on December 24, 2012 which shall take effect on January 1, 2013, and the amendments promulgated on August 23, 2013 which shall take effect on September 1, 2013.

=====法條結束=====

=====END OF REGULATIONS=====