



# **National Formosa University**

**Spring Semester 2015**

## **Application Guide for Foreign Students**

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# Application Instructions

## 1. Eligibility

### (1) Nationality

Foreign students shall be confined to as an individual who does not hold Republic of China (Taiwan) nationality, who has never held Republic of China (Taiwan) nationality nor has an overseas Chinese student status.

#### **Note:**

1. Individuals who are holding foreign nationalities and have stayed abroad for more than 6 years (till February 1<sup>st</sup>, 2015) and who are qualified for one of the following situations are considered as international students.
  - i. Individuals holding both foreign and R.O.C. nationalities but have never had the household registration in Taiwan are considered as international students.
  - ii. Individuals once had R.O.C. nationality but have never registered as a permanent citizen of Republic of China (Taiwan) are considered as foreign students.
  - iii. Individuals holding foreign nationality and once had R.O.C. nationality but have not had household registration issued by Ministry of Interior for at least 8 years (till February 1<sup>st</sup>, 2015) are considered as foreign students.
  - iv. The above individuals who have never held overseas Chinese student status and studied in Taiwan nor have received a student status by University Entrance Committee for Overseas Chinese in the enrollment year.
2. Individuals who are not limited by the mentioned rules are students who are recommended by governments, organizations or schools and approved by the mentioned institutions, and have never had Republic of China (Taiwan) household registration.

### (2) Education Background

Applicants that graduated from a high school, college, or university recognized by the Ministry of Education of Taiwan can apply for admission (for more information, please refer to <http://www.fsedu.moe.gov.tw/index.php>). International students who have been expelled from other universities in Taiwan are not eligible for application.

### ◎Undergraduate admissions

Foreign students with high school diplomas are eligible for 4-year undergraduate programs; and those with junior college diplomas are eligible for 2-year undergraduate programs.

Note: Sijil Pelajaran Malaysia (SPM) (or Form 5) students should have equivalent eligibility of a high school diploma to apply for undergraduate programs. Admitted applicants during their study are required to take additional courses for graduation.

### ◎Graduate admissions

1. Foreign students with Bachelor's degrees are eligible for master programs; and those with master's degrees are eligible for doctoral programs.
2. Foreign students who have completed their bachelor's degrees (or above) in Taiwan and wish to apply for higher education are required to present their diplomas and official transcripts and follow the application procedure.

Note: Violation of any of the above-mentioned eligibilities of status and academic qualifications will result in immediate cancellation of the applicant's admission, or deprivation of the applicant's recognized status as National Formosa University registered student, or revocation of applicant's National Formosa University diploma. No certificates will be awarded.

### (3) Non-native Speaker Language Capability Requirements

- i. For programs taught in Chinese: Documents or proofs of Chinese proficiency\*

Note: Proofs of Chinese proficiency means any related documents which issued by institutes for Chinese proficiency test such as Test of Chinese as a Foreign Language (TOCFL) from Taiwan, Chinese Proficiency Test (HSK) from Mainland China, Subject Test in Chinese with Listening (SAT) from United States, or certificates from Chinese courses of universities/colleges in Taiwan and so on.

- ii. For programs taught in English: Proofs of Test of Proficiency- English

Test	Required Minimum Score
TOEFL ITP	460
TOEFL iBT	51
TOEFL CBT	147
TOEFL PBT	467
TOEIC	500
IELTS	4.0

## **2. How to Apply**

### **(1) Applying in Person**

Applicants may submit your application documents in person or entrust a person to submit the application to Office of International Affairs.

### **(2) Applying by Post**

Applicants may send the application to the address as follows:

Division of International Academic Affairs, Office of International Affairs,

National Formosa University

64, Wen Hua Road, Huwei Township, Yunlin County, Taiwan (R.O.C.)

Note: The incomplete documents or illegible handwriting on paper application are assumed as a rejected application.
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### **(3) Application Deadlines**

- Deadline: November 30<sup>th</sup>, 2014
- All postal mails must be postmarked by November 30<sup>th</sup>, 2014
- Application received after the deadline will not be processed.

**Note:**

Qualified applicant may enroll in February, 2015.

## **3. Required Documents**

- (1) A check list of required documents
- (2) Two copies of application form with 2" recent photos attached.
- (3) Deposition
- (4) Letter of authority
- (5) Verification of nationality
- (6) Original copy of applicant's certified diploma which is notarized by R.O.C. (Taiwan) Embassy, Representative Office, Economic and Cultural Office or other organizations authorize by Ministry of Foreign Affairs. Official academic records from applicants' secondary schools or colleges/universities in sealed envelopes. If the original languages of academic records are neither in English nor Chinese, the applicants shall submit academic records either in English or Chinese and shall be sent to Office of International

Affairs.

(NFU has the right to ask for certified documents from R.O.C. (Taiwan) overseas offices if needed.)

Note:

- i. If the original diploma is neither in English nor Chinese, a translation copy in English or Chinese which is notarized by R.O.C. (Taiwan) overseas offices is required.
- ii. After receiving the admission, diploma, copy of transcript and financial support statement which are notarized by R.O.C. (Taiwan) overseas offices are required and should be handed to process the registration.

(7) Certification for language proficiency (such as TOEFL ,TOEIC, IELTS, TOCFL, HSK, etc.)

(8) Financial support statement

The financial support statement shall be notarized by R.O.C. (Taiwan) Embassy or be sent directly by applicants' banks in sealed envelopes to Office of International Affairs. Financial support statements from banks of Taiwan are not required to be notarized.

(It should prove the financial sufficiency to support the applicant's study at NFU.)

(9) Health certificate (including HIV test) issued by a hospital within 6 months

(10) Autobiography within 1000 words

(11) A Chinese or English study plan (For graduate program applicants only)

(12) Two letters of recommendation in sealed envelopes (For graduate program applicants only)

(13) Certifications of capabilities

(14) Individuals holding foreign nationality and holding or once had R.O.C. nationality shall submit the certificate to prove he/she have stayed abroad continually (more than 6 years while applying)

(15) Individuals holding a foreign nationality and once had R.O.C. nationality but have never had household registration in Taiwan shall submit certificate issued by Ministry of Interior to prove his/her stay for more than 8 years.

#### **4. Important Reminders**

(1) Applicants should make sure if they are qualified by checking all criteria intended by departments.

(2) Foreign students who have been forced to drop out at any institution in Taiwan due to

their behavior problems, failed academic performances and criminal records are not allowed to apply for admission. Should any of the above violation cases be verified, the applicant's student status will be revoked immediately.

- (3) Foreign students who have the household registration, naturalization or restoration to R.O.C. nationality during your study have to lose your foreign students status and accept the discontinuation of your study by the University.
- (4) According to regulation issued by Taiwan Ministry of Education, applicants should present NFU a valid medical insurance of 6 months started from the date of entering Taiwan.
- (5) A limited number of tuition waivers are awarded to foreign students each year. Students could apply for the tuition waiver by checking appropriate box in the application form.
- (6) Submitted documents are unreturnable. Please make copies for your own reference.
- (7) Applicants, in accordance with the provisions of the Personal Data Protection Law, allow NFU to hold and keep their personal information for the usage of applying and enrollment in NFU. NFU will have the obligation and responsibility to keep applicants' personal informational for the use of enrollment evaluation only. After submitting the application forms all applicants are considered granting the school for using their personal information in aspects related to enrollment.
- (8) Foreign students are NOT allowed to take any kind of part-time job out of school during the period when they study in NFU.

## 5. Colleges and Departments

### Programs taught in English

College	Department	Master	Ph.D.
College of Engineering	Department of Mechanical and Computer-Aided Engineering	⊙	
	Department of Power Mechanical Engineering & Graduate Institute of Mechanical and Electro-Mechanical Engineering	⊙	⊙
	Department of Materials Science and Engineering & Graduate Institute of Materials Science and Green Energy Engineering	⊙	
	Department of Mechanical Design Engineering	⊙	
	Department of Automation Engineering	⊙	
	Department of Aeronautical Engineering & Graduate Institute of Aeronautical and Electronic Engineering	⊙	
College of Electrical and Computer Engineering	Department of Electro-Optics Engineering & Graduate Institute of Electro-Optical and Materials Science	⊙	⊙
	Department of Electrical Engineering	⊙	
	Department of Computer Science and Information Engineering	⊙	
College of Management	Department of Industrial Management & Institute of Industrial Engineering and Management	⊙	
	Department of Information Management	⊙	
	Department of Business Administration & Graduate Institute of Business and Management	⊙	
College of Applied Arts and Sciences	Department of Biotechnology	⊙	



### Programs taught in Chinese

College	Department	Master	Ph.D.
College of Engineering	Department of Power Mechanical Engineering & Institute of Mechanical and Electro-Mechanical Engineering	◎	◎
	Department of Mechanical and Computer-Aided Engineering	◎	
	Department of Materials Science and Engineering & Institute of Materials Science and Green Energy Engineering	◎	
	Department of Mechanical Design Engineering	◎	
	Department of Automation Engineering	◎	
	Department of Aeronautical Engineering & Graduate Institute of Aeronautical and Electronic Engineering	◎	
College of Electrical and Computer Engineering	Department of Electronic Engineering	◎	
	Department of Electrical Engineering	◎	
	Department of Electro-Optics Engineering & Institute of Electro-Optical and Materials Science	◎	◎
	Department of Computer Science and Information Engineering	◎	
College of Management	Department of Industrial Management & Institute of Industrial Engineering and Management	◎	
	Department of Information Management	◎	
	Department of Business Administration & Institute of Business and Management	◎	
College of Applied Arts and Sciences	Department of Biotechnology	◎	
	Department of Multimedia Design & Institute of Digital Content and Creative Industries	◎	
	Department of Leisure and Recreation	◎	

## 6. Tuition and Fees

The listed tuition and fees are applied only to the academic year 2014. **Tuition and fees are subject to change.**

### (1) Tuitions

(NT\$/semester)

College	Department	Master	Ph.D.
College of Engineering	Department of Power Mechanical Engineering & Institute of Mechanical and Electro-Mechanical Engineering	55100	55100
	Department of Mechanical and Computer-Aided Engineering	55100	
	Department of Materials Science and Engineering & Institute of Materials Science and Green Energy Engineering	55100	
	Department of Mechanical Design Engineering	55100	
	Department of Automation Engineering	55100	
	Department of Aeronautical Engineering & Graduate Institute of Aeronautical and Electronic Engineering	55100	
College of Electrical and Computer Engineering	Department of Electrical Engineering	55100	
	Department of Electronic Engineering	55100	
	Department of Electro-Optics Engineering & Institute of Electro-Optical and Materials Science	55100	55100
	Department of Computer Science and Information Engineering	55100	
College of Management	Department of Industrial Management & Institute of Industrial Engineering and Management	55100	
	Department of Information Management	55100	
	Department of Business Administration & Institute of Business and Management	53900	
College of Applied Arts and Science	Department of Biotechnology	55100	
	Department of Multimedia Design & Institute of Digital Content and Creative Industries	53900	
	Department of Leisure and Recreation	53900	

## Other fees

☆Network Usage (NT\$380/semester)

☆Student Insurance (NT\$310/semester)

☆Health Insurance fees

New foreign students must apply for an Alien Residence Certificate (ARC). According to the regulations of National Health Insurance, foreign students with ARC are mandatory to join the National Health Program after living in Taiwan for six months. The monthly health insurance fee is NT\$749 for each foreign student. The fee may be subject to change.

## (2) Living expenses

Estimated living expenses are approximately NT\$ 103,200, including room (4-person type ), food, transportation and books.

Estimated living expenses in each academic year	
Room (4-person type ; utility fee of Air-conditioner is not included)	NT\$13,200*
Other expenses (meals, transportation, and others)	NT\$80,000
Books	NT\$10,000

\*Students pay for room fees NT\$6,600 per semester.

\*Summer and winter vacations are **NOT** included.

\*Room fees for summer and winter vacation are NT\$385 per week.

### Note:

- i. Anything unmentioned here shall follow in accordance to the relevant regulations of NFU.
- ii. If there should be any discrepancy or contradiction in between, the Chinese version will be prior to the English one.
- iii. Contact Information:

Division of International Academic Affairs, Office of International Affairs,

Tel: +886-5-6315192

E-mail: [call2mimi@gmail.com](mailto:call2mimi@gmail.com)

Website : <http://sparc.nfu.edu.tw/~international/>

## Checklist of Required Documents for Application

【Appendix1】

### 繳交資料檢查表

※請檢查您所繳交資料項目 Please Check (✓) your submitted items for your confirmation.

※請確定所有繳交資料以中文或英文書寫 Make sure that all submitted document written in English or Chinese.

✓	Items	Copy
	入學申請表 (黏貼 1 張 2 吋半身脫帽近照) Application Form (attached with one 2-inch photo)	2
	具結書 Deposition	1
	授權書 Letter of Authorization	1
	國籍證明 Verification of Nationality	1
	畢業證書或最高學歷證明文件影本 Photocopy of diploma or certificate of the highest academic degree (If the original document is neither in English nor Chinese, a notarized translation copy is necessary.)	1
	成績單正本 Original Copy of Transcript (If the original document is neither in English nor Chinese, a notarized translation copy is necessary.)	1
	語文程度成績證明 Certification for Language Proficiency (such as TOEFL, TOEIC, IELTS, TOCFL, HSK, etc.)	1
	財力證明書 Financial Support Statement (It should prove the sufficiency in finance for supporting applicant's study at NFU.)	1
	健康檢查證明書 Health certificate (including HIV test) issued by a hospital within 6 months	1
	自傳 Autobiography	1
	留學計畫書 (申請大學部者免繳) Study Plan (For graduate program applicants only)	1
	推薦書(須彌封) (申請大學部者免繳) Recommendation Letters (sealed and signed) (For graduate program applicants only)	2
	各能力證明文件影本 The Photocopy of Certifications for Other Capabilities	1
	申請就讀系所要求繳交資料 Documents Required by Applied Departments	
	A. 作品集 A. Portfolio	
	B. 其他 B. Other _____	

申請人簽名 Applicant's signature \_\_\_\_\_

日期 Date \_\_\_\_\_

## Application Form for Spring Semester 2015 Foreign Students Admission

## 國立虎尾科技大學103學年度春季班國際學生入學申請表

TO THE APPLICANT :

◎申請人須詳細逐項填寫此申請表1式2份

This application form should be completed with two copies.

◎請用中文或英文正楷填寫

Please complete this form in Chinese or English and print in BLOCK LETTERS.

## I. 個人資料 Personal Information

申請人姓名 Applicant's Name	(中文 Chinese)		(英文 English) as shown on Passport 請按護照上所示		
出生日期 Date of Birth	(yyyy/mm/dd)	性別 Gender	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female		
國籍 Nationality		出生地 Birth Place		護照號碼 Passport No.	
住址 Home Address					
通訊地址 Mailing Address					
電子郵件 E-mail					
電話 Telephone		行動電話 Cell phone		網路電話 Skype	
婚姻狀況 Marital status	<input type="checkbox"/> 已婚 Married <input type="checkbox"/> 未婚 Single <input type="checkbox"/> 其他 Other		子女 No. of children		
申請人之父親 Applicant's Father	中文姓名 Chinese Name		英文姓名 English Name		
	出生日期 Date of Birth		國籍 Nationality		
申請人之母親 Applicant's Mother	中文姓名 Chinese Name		英文姓名 English Name		
	出生日期 Date of Birth		國籍 Nationality		
在台聯絡人 Contact Person in Taiwan	中文姓名 Chinese Name		英文姓名 English Name		
	電話 Telephone		電子郵件 E-mail		
在台聯絡人住址 Contact Person in Taiwan Address					

## II. 教育背景 Educational Background

【Application Form 2/4】

學程 Degree	中等學校 Secondary School	學院或大學 College or University	研究所 Graduate School
學校名稱 Name of school			
學校所在地 City and country			
學位 Diploma granted			
畢業日期 Graduate year			
主修 Major			
副修 Minor			

## III. 擬申請就讀之系所及學位

Which department/graduate school and degree do you wish to apply for at NFU ?

學位 Degree	<input type="checkbox"/> 二年制學士 Bachelor (Two-year)
	<input type="checkbox"/> 四年制學士 Bachelor (Four-year)
	<input type="checkbox"/> 碩士 Master
	<input type="checkbox"/> 博士 Doctorate
系所 Department / Graduate School	1. _____ 2. _____ 3. _____
備註：1. 本次申請入學，學生至多可申請 3 個系所。 Note: In this application, students can apply for 3 departments at most. 2. 請依就讀意願填寫系所名稱，做為錄取依據。 Please fill in the blank which department is your top choice, and our committee will take this into consideration.	

## IV. 財力支援狀況：在本校求學期間費用來源

Financial Support: What will be your major source of financial support during your study?

<input type="checkbox"/> 個人儲蓄 Personal Savings
<input type="checkbox"/> 父母支援 Parental Support
<input type="checkbox"/> 台灣獎助金 Taiwan Scholarship
<input type="checkbox"/> 國立虎尾科技大學獎助金 NFU Scholarship
<input type="checkbox"/> 其他來源 Other Source _____

## V. 學雜費減免

【Application Form 3/4】

(1) 是否需要申請本校所提供之外國學生申請入學免收學雜費優惠措施？

Would you apply the Tuition Waiver for foreign student?

需要 Yes       不需要 No

(2) 即便無法獲得學雜費減費優惠，您是否仍願意就讀本校？

Do you still wish to study at NFU even if you do NOT have the tuition waiver?

是 Yes       否 No

## VI. 學生宿舍 Dormitory

是否需要申請本校學生宿舍？ Would you like to apply for the dormitory？

是的，我要住宿舍，並將遵守宿舍規定

Yes, I would like to live in dormitory and comply with all regulations.

不，我不需要申請宿舍

No, please do not reserve dormitory for me.

## VII 語文能力 Languages Ability

### ◎English Language

您是否參加過英語語文能力測驗？ Have you taken any English proficiency test?	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No	何種測驗 If yes, what is the name of the test?	
		分數 Score	
自我評估 Please evaluate your English language skills.			
聽 Listening	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor
說 Speaking	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor
讀 Reading	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor
寫 Writing	<input type="checkbox"/> 優 Excellent	<input type="checkbox"/> 佳 Good	<input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor

### ◎Chinese Language

學習中文幾年？ How many years have you formally studied Chinese?	
學習中文環境(高中、大學、語文機構)？ Where did you study Chinese (high school, college, language institute)?	
您是否參加過中文語文能力測驗？ Have you taken any Chinese proficiency test?	<input type="checkbox"/> 是 Yes <input type="checkbox"/> 否 No
何種測驗 If yes, what is the name of the test?	
分數 Score	
自我評估 Please evaluate your Chinese language skills.	
聽 Listening	<input type="checkbox"/> 優 Excellent <input type="checkbox"/> 佳 Good <input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor
說 Speaking	<input type="checkbox"/> 優 Excellent <input type="checkbox"/> 佳 Good <input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor
讀 Reading	<input type="checkbox"/> 優 Excellent <input type="checkbox"/> 佳 Good <input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor
寫 Writing	<input type="checkbox"/> 優 Excellent <input type="checkbox"/> 佳 Good <input type="checkbox"/> 尚可 Average <input type="checkbox"/> 差 Poor

**VIII. Others****【Application Form 4/4】**

- 如有疾病或缺陷請敘明之。 Please specify it if you have any physical illness or disability.

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- 如有著作或發表作品，請敘明發表年限、著作／作品名稱、出版商、出版地等資料。  
If you have any publications, please list the published year, titles of publications, publishers, published locations.

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- 經歷 If you have any previous employment(s), please list the working history below.

Month/Year 月／年	Full/Part Time 全／兼職	Name of Organization	Position Held





## DEPOSITION

## 具 結 書

1. 本人保證未具僑生身份且不具中華民國國籍。

I attest that I do not hold overseas Chinese status or ROC citizenship as defined in Article 2 of the Nationality Act.

2. 本人所提供之最高學歷證明(申請大學部者提出高中畢業證書、申請碩士班者提出大學畢業證書、申請博士班者提出碩士畢業證書)，在畢業學校所在地國家均為合法有效取得畢業資格，並所持有之證件相當於中華民國國內之各級合法學校授予之相當學位，如有不實或不符規定或變造之情事，經查屬實即取消入學資格，並註銷學籍，且不發給任何有關之學分證明或畢業證書。

The proof of the highest level of education attained that I have provided (for Bachelor's degree applicants -your high school diploma; for Master's degree applicants – your Bachelor's degree diploma; and for PhD degree applicants, your Master's degree diploma) is valid and legally recognized by the country from which I graduated. The diploma provided is comparable to that which is awarded by certified schools in Taiwan. If this is found to be fraudulent (including those through alterations and forgery) and in violation of any regulation, my admission will be refused, my student status revoked, and no transcript or diploma will be issued

3. 本人所提供之所有相關資料(包括學歷、護照及其他相關文件之正本及其影本)均為合法有效之文件，如有不符規定或變造之情事，經查屬實即取消入學資格，且不發給任何有關之學分證明。

All the documents I have provided (including diploma, passport, and other relevant documents whether original or copy) are legal and valid documents. Should any of the documents be found to be altered or to violate any university regulation, I will lose my NFU admission privilege and no proof of attendance will be issued by the University for credits completed.

4. 取得入學許可後，於辦理報到時，須繳交台灣駐外單位或代表處驗證之畢業證書及成績單(認證章)影本各1份，始得註冊入學。

Applicants who have received admission should submit one copy of their diploma and transcript with original verified documents (official stamp/seal) by the Taiwan Overseas Missions in the country of their original school when they return their acceptance letter. After this an applicant is ready for enrollment.

5. 本人未曾遭中華民國國內各大專院校退學。如違反此規定並經查證屬實者，取消其入學資格並註銷學籍。

I have never been expelled from a university or college in the R.O.C. Should I breach any of the regulations, I will be denied admission and my student status will be revoked.

6. 本人未以「僑生回國就學及輔導辦法」申請入學中華民國國內之其他大學院校。

I have not filed applications with any other universities in the ROC with “Application Regulations for Overseas Chinese Students to Study In Taiwan.”

7. 錄取生不可以在校外工作。

Students who receive the admission of NFU application must not take any kind of part-time job out of school during the period when they study in NFU.

8. 本人已閱畢簡章條文，並遵守所有簡章上相關之規定。

I have read all the regulations in the handbook and commit to obey the rules enumerated in said handbook.

上述所陳之任一事項同意授權貴校查證，如有不實或不符規定等情事，若於入學後經查證屬實者，本人願接受學校註銷學籍處分，絕無異議。

I authorize this University to verify all of the above information provided. After being admitted into NFU, if any of the information provided are found and proved to be false, I have no objections in accepting the consequence of having my student status revoked.

申請人簽名

Signature \_\_\_\_\_

日期

Date \_\_\_\_\_

## Letter of Authorization

### 授權書

我授權國立虎尾科技大學查證我所提供的所有資料。

I authorize National Formosa University to undertake a verification of the information provided and to release information about me.

正楷書寫全名

Print Full Name \_\_\_\_\_

簽名(全名)

Signature (Full Name) \_\_\_\_\_

護照號碼

Passport Number \_\_\_\_\_

出生日期

Date of Birth \_\_\_\_\_

日期

Date \_\_\_\_\_