



臺北市立大學 113 學年度國際專修部招生簡章
Admission Brochure for International Foundation Program
University of Taipei Academic Year 2024

UTAPEI Website

<http://www.Utaipei.edu.tw>

Admission Website

<https://admission.utaipei.edu.tw/index.php>

Online Application Website :

<http://exam.utaipei.edu.tw/enroll/index.jsp?enrollid=80>

- ◎ 網頁公布錄取名單時，將以考生全名公告。
Online announcement will include student's full name.
- ◎ 如對簡章有任何疑問，歡迎 Email 詢問。
For any enquiries regarding the admissions brochure, please email to ocdrnop@utaipei.edu.tw
- ◎ 中、英文版簡章內容如有不一致，以中文版為準。
In the event of discrepancies between the Chinese version and the English version of this Brochure, the Chinese version shall prevail.

目錄 Contents

目錄 Contents.....	I
重要日期/Important Dates	III
招生問題諮詢/Admission Enquiry Contact Information.....	IV
I. 招生系、所、學位學程/ Academic Programs	1
II. 申請資格及相關規定/Qualifications and Related Regulations for Application.....	2
1. 外國學生身分及學歷資格/International Student's Nationality Eligibility and Educational Qualifications	2
2. 僑生身分及學歷資格/Overseas Chinese Student's Nationality Eligibility and Educational Qualifications	5
3. 港澳生身分及學歷資格/Hong Kong & Macao Student's Identity and Academic Background	6
III. 申請流程/Application Procedures	7
IV. 申請入學應繳資料/Materials Required for Application	9
V. 申請費用規定/Application Fee Guidelines.....	12
VI. 申請注意事項/Application Instructions.....	13
VII. 審查及錄取/Review and Admission admitted.....	14
VIII. 公告錄取名單/Admission Announcement	14
IX. 網路報到及開學應繳文件/Online Enrollment and Documents Required for Admitted Students	15
X. 註冊入學/Registration	16
XI. 獎助學金/Scholarships	16
XII. 學雜費、住宿費參考標準/Reference for Tuition and Incidental Fees, Dormitory Fees Per Semester.....	17
XIII. 臺北市立大學位置示意圖/Campus Map of University of Taipei.....	20
附件 1、資料檢核表	23
Appendix 1. Checklist	24
附件 2、學歷查證授權書	25
Appendix 2. Letter of Authorization.....	25
附件 3、外國學生文件具結書.....	26
Appendix 3. Deposition for International Students University of Taipei	26
附件 4、臺北市立大學辦理僑生華裔身分認定初審檢核表.....	28

Appendix 4. Overseas Compatriot Identity verification handled by a Domestic School for Individual Admission.....	29
附件 5、港澳學生報名資格確認書	30
Appendix 5. Confirmation Letter of Eligibility for Hong Kong/Macau Students.....	31
附件 6、僑港澳生身分資格認定聲明書(切結書).....	33
Appendix 6. Confirmation Letter of Eligibility for Hong Kong / Macau Students (Affidavit).....	34
附件 7、同意書.....	35
Appendix 7. Declaration	35
附件 8、臺北市立大學國際專修部申請入學學生財力保證書	36
Appendix 8. University of Taipei International Foundation Program Student Application – Financial Guarantee	36
附件 9、臺北市立大學國際專修部華語先修學生修業規定.....	37
Appendix 9. University of Taipei Academic Regulations for International Foundation Program Chinese Preparatory Program Students	39
附件 10、臺北市立大學招生考試考生個人資料蒐集、處理及利用告知聲明.....	42
Appendix 10. University of Taipei Disclosure of Collecting, Processing and Using Personal Information of Entrance Exam Candidates.....	44

重要日期/Important Dates

工作項目 Schedule of Events	日期 Date
公告招生簡章 Release of the Admissions Brochure	2024 年 1 月 30 日前 Before January 30, 2024
1. 網路報名 Online Application (http://exam.utaipei.edu.tw/enroll/index.jsp?enrollid=80) 2. 上傳表件期間(審查資料以 PDF 檔上傳) Period for submission of application documents. (Upload the documents in PDF files)	2024 年 3 月 1 日至 2024 年 5 月 10 日 March 1, 2024 – May 10, 2024
公告錄取名單 Admissions Announcement on UTaipei Website. (https://admission.utaipei.edu.tw/index.php)	外國學生:2024 年 7 月 International Student : July, 2024 僑生及港澳生: 2024 年 8 月 Overseas Chinese Student, Hong Kong & Macao Student : August, 2024
寄發錄取通知 Sending Letter of Acceptance	外國學生:2024 年 7 月 International Student : July, 2024 僑生及港澳生: 2024 年 8 月 Overseas Chinese Student, Hong Kong & Macao Student : August, 2024
新生入學 New Student Registration	2024 年 9 月 September, 2024

招生問題諮詢/Admission Enquiry Contact Information

(上班日上午 9：30 -下午 5：30 / 9:30am-5:30pm, Monday through Friday)

項目 Event	單位 Office in Charge	信箱 Email
申請及公告錄取名單 Application and Admissions Announcement	教務處(招生組) Admission Division, Office of Academic Affairs	oadrnop@utapei.edu.tw
網路報到 Online Registration	教務處(註冊組) Registrar Division, Office of Academic Affairs	register@utapei.edu.tw
簽證 Visa 現場驗證報到暨註冊入學 On-Site Verification and Registration 獎助學金申請 Scholarships and Grants Application	國際事務處 Office of International Affairs	foreignstu@go.utapei.edu.tw

I. 招生系、所、學位學程/ Academic Programs

1. 招生名額：外國學生 20 名，僑生及港澳生 15 名。

Admission Quota: International Students: 20; Overseas Chinese Students & Hong Kong and Macao Students: 15.

2. 招生學系/Academic Programs :

校區 Campus	學院 College	學系名稱 Program
博愛校區 Bo-Ai Campus	理學院 College of Science	資訊科學系 Department of Computer Science
天母校區 Tian-Mu Campus	體育學院 College of Kinesiology	休閒運動管理學系 Department of Recreation and Sports Management
		城市發展學系 Department of Urban Development
	市政管理學院 College of City Management	衛生福利學系 Department of Health and Welfare

3. 修業年限：華語先修 1 年+學士班 4 年，至多可延長 2 年。

Terms of Study: 1 year of Chinese Preparation Program + 4 years of Bachelor Programs; students may postpone graduation up to 2 years.

4. 課程說明/Program Introduction :

學年 Academic year	課程 Courses	修業規定 Program requirements
第一年 2024.9 月~2025.8 月 The 1st academic year Sept. 2024 ~Aug. 2025	修習華語先修課程每週 20 小時以上，合計至少 720 小時。 Chinese preparation courses at least 20 hours per week and over 720 hours in total.	修業期間須通過華語文能力測驗 (TOCFL) 聽力與閱讀測驗基礎級(A2)標準，進入學系修讀學士班課程。 華語文能力測驗未達上述標準者，將由學校通報退學，學生須依規定離境。 Students who are admitted to International Foundation Program are required to pass TOCFL Level 2 (A2) during the first year to advance to the bachelor programs. Students who fail to meet the above mentioned TOCFL requirements will be withdrawn and must depart in accordance with related regulations.
第 2~5 年 2025.9 月~2029.6 月 The 2nd ~ 5th academic years Sept. 2025~ June 2029	學士班學位課程 Undergraduate courses	第 2 年修業期間需通過華語文能力測驗(TOCFL) B1 進階級。 Required to pass TOCFL Level 3 (B1) during the 2nd academic year.

註 1：華語先修期間不得轉系或轉學。

Note 1: While attending the Chinese Preparation Program, students are not allowed to transfer to another department or school.

註 2：正式修讀學士班課程一年後，方得於製造業、營造業、農業、長期照顧、電子商務(含資料處理)、服務類科(觀光旅遊休閒領域)等相關學系申請轉系或轉學。

Note 2: After one year of formal study in their bachelor's degree programs, students may apply to transfer to another department or school, but only to programs that are related to the manufacturing industry, construction industry, agriculture, long-term care industry, e-commerce (including data processing), and services (tourism, travel and recreation related fields).

II. 申請資格及相關規定/Qualifications and Related Regulations for Application

1. 外國學生身分及學歷資格/International Student's Nationality Eligibility and Educational Qualifications

申請資格依教育部「外國學生來臺就學辦法」之規定。辦法如經修正，將以教育部公告為準。The application qualification is based on “MOE Regulations Regarding International Students Undertaking Studies in Taiwan.” If the MOE Regulations were updated or changed, the latest version of the MOE Regulations announced by MOE shall prevail.

(1) 外國學生身分/International Students' Eligibility

A. 具外國國籍且未曾具有中華民國國籍，符合下列規定者，得申請入學：

An individual 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.

(A) 未曾以僑生身分在臺就學。

An individual who does not possess an overseas Chinese student status at the time of application.

(B) 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。

An individual who has not received placement permission by the University Entrance Committee for Overseas Chinese Students during the same year of the application in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

B. 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：

An individual of foreign nationality, who has stayed overseas continuously for no less than 6 years pursuant to the following regulations:

(A) 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

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

(B) 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。

An individual 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.

(C) 前二款均未曾以僑生身分在臺就學，且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。

Regarding individuals mentioned in the preceding 2 subparagraphs, they must not have studied in Taiwan as an overseas Chinese student nor received placement permission during the same year of the application 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.

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。

According to the Education Cooperation Framework Agreement, a foreign national who was selected by a foreign government, organization, or school, and does not hold a household registration from the time of their birth is not subject to the limitations as prescribed in the preceding 2 paragraphs after receiving the approval from the authorized educational government agencies.

- C. 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，得依規定申請入學。

An applicant of foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macao, having no history of a household registration record in Taiwan and, at the time of application, has resided in Hong Kong, Macao, or another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

- D. 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。

An applicant being a former citizen of Mainland China and holds a foreign nationality, having no history of household registration record in Taiwan, and at the time of application, has resided overseas continuously for no less than 6 years is qualified to apply for admission under these regulations.

(2) 學歷/Educational Qualifications

- A. 符合教育部採認之高中、大學或獨立學院畢業者。(請參考教育部國際及兩岸教育司網站：<http://depart.moe.edu.tw/ed2500/>)。

Applicants who have graduated from a high school, college or university recognized by the Ministry of Education, ROC can apply for admission (Please refer to the website of the Department of International and Cross-strait Education, Ministry of Education at <http://depart.moe.edu.tw/ed2500/>).

- B. 具有與我國學制相當之同等學力資格者。

Applicants must hold equivalent qualifications for undergraduate or graduate study.

註 1：教育部「外國學生來臺就學辦法」網址：

Note 1: “MOE Regulations Regarding International Students Undertaking Studies in Taiwan”,
Website: <https://law.moj.gov.tw/LawClass/LawAll.aspx?pcode=H0110001>

註 2：以上所稱中華民國國籍係依國籍法第二條：

Note 2: The aforementioned R.O.C. (Taiwan) nationality is defined in accordance with Article 2 of the Nationality Act:

有下列各款情形之一者，屬中華民國國籍：

A person shall have the nationality of the ROC under any of the conditions provided by the following Subparagraphs:

- (1) 出生時父或母為中華民國國民。

His/her father or mother was a national of the ROC when he/she was born.

- (2) 出生於父或母死亡後，其父或母死亡時為中華民國國民。

He/she was born after the death of his/her father or mother, and his/her father or mother was a national of the ROC at the time of death.

(3) 出生於中華民國領域內，父母均無可考，或均無國籍者。

He/she was born in the territory of the ROC, and his/her parents can't be ascertained, or both were stateless persons.

(4) 歸化者。

He/she has undergone the naturalization process.

前項第一款及第二款之規定，於本法中華民國八十九年二月九日修正施行時未滿二十歲之人，亦適用之。

The provisions of Subparagraphs i and ii in the preceding paragraph shall be also applicable to those under the age of 20 at the time of the amendment and implementation of this Act on February 9, 2000.

註 3：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不得逾一百二十日。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：

Note 3: The term “overseas” is limited to countries or regions other than Mainland China, Hong Kong and Macau; the term “reside overseas continuously” means that an individual may stay in Taiwan for no more than a total of 120 days per calendar year. The only exceptions to this method of calculation are for those who fulfill one of the following requirements with written supportive proof:

(1) 就讀僑務主管機關舉辦之海外青年技術訓練班或教育部認定之技術訓練專班。

Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technique training classes accredited by the MOE;

(2) 就讀教育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。

Attended a Mandarin Chinese language center at a university/college of which foreign student recruitment is approved by the Ministry, and to which the total length of stay is less than 2 years;

(3) 交換學生，其交換期間合計未滿二年。

Exchange students, whose length of total exchange is less than 2 years.

(4) 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。

An Internship in Taiwan which has been approved by an authorized central government agency, to which the total length of stay is less than 2 years.

註 4：教育部「入學大學同等學力認定標準」網址：

Note 4: MOE Regulations Standards for Recognition of Equivalent Educational Levels for University Admission Website: <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0030032>

2. 僑生身分及學歷資格/Overseas Chinese Student's Nationality Eligibility and Educational Qualifications

申請資格依教育部「僑生回國就學及輔導辦法」之規定。辦法如經修正，將以教育部公告為準。
The application qualification is based on “MOE Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.” If the MOE Regulations were updated or changed, the latest version of the MOE Regulations announced by MOE shall prevail.

(1) 僑生身分/Overseas Chinese Student's Eligibility

海外出生連續居留迄今，或最近連續居留海外 6 年以上，並取得僑居地永久或長期居留證件之華裔學生。取得僑居地永久或長期居留證件，得以取得僑居地公民權、永久居留權或以其所持中華民國護照已加簽僑居身分認定之。僑生身分認定，由僑務主管機關為之。

A student of Chinese descent who has come to Taiwan to study, who was born and lived overseas until the present time, or who has been living overseas for six or more consecutive years in the immediate past and obtained permanent or long-term residency status overseas. Documentary evidence of the having obtained permanent or long-term residency status overseas include proof of having citizenship or permanent residency in the applicant's country of residence, or having a Republic of China passport which officially records the person's overseas Chinese status. A person's overseas Chinese student status must be validated by the Overseas Compatriots Affairs Commission (OCAC).

(2) 學歷/Educational Qualifications

A. 在當地、外國或大陸地區之高級中學畢業或相當於臺灣高級中學、大學畢業取得畢業證書(以同等學力資格申請者須附修業證明書)，且經我政府駐外機構或僑務委員會指定之保薦單位查證屬實者。

Students who graduated senior high school with a diploma in local country, a foreign country, or Mainland China, or having completed study at an equivalent foreign or Hong Kong / Macao high school which is equal to senior high school in Taiwan (applicants applying with equivalent educational levels shall submit a certificate of study), which has been verified by the Republic of China's overseas missions or an Education Recommendation Commissioner appointed by Overseas Community Affairs Council.

B. 具有與我國學制相當之同等學力資格者。

Individuals who has equivalent education level as Taiwan's educational system.

註 1：教育部「僑生回國就學及輔導辦法」網址：

Note 1: MOE Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan Website: <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0100001>

註 2：教育部「入學大學同等學力認定標準」網址：

Note 2: “Regulations Standards for Recognition of Equivalent Educational Levels for University Admission” of Ministry of Education Website: <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0030032>

註 3：畢業年級相當於臺灣高級中學學校二年級之國外或香港、澳門同級同類學校畢業生就讀本校，應加修至少 12 個畢業學分。

Note 3: Those having completed study at an equivalent foreign or Hong Kong / Macao high school which is equal to the sophomore of a senior high school in Taiwan may apply to the undergraduate program. However, these students must complete at least 12 extra course credits.

3. 港澳生身分及學歷資格/Hong Kong & Macao Student's Identity and Academic Background

申請資格依教育部「香港澳門居民來臺就學辦法」之規定。辦法如經修正，將以教育部公告為準。

The application qualification is based on “MOE Regulations Regarding Study and Counseling Assistance for Hong Kong & Macao Students in Taiwan.” If the MOE Regulations were updated or changed, the latest version of the MOE Regulations announced by MOE shall prevail.

(1) 港澳生身分/Hong Kong & Macao Student's Eligibility

香港或澳門居民，具有港澳永久居留資格證件，且最近連續居留境外 6 年以上；並符合香港澳門關係條例第四條規定，未持有外國護照者，得申請來臺就學。港澳生身分認定，由教育部為之。

Hong Kong and Macao Residents who qualify for permanent residency in Hong Kong or Macao and do not hold a travel document other than Hong Kong or Macao passport. At the time of application, has continuously resided in Hong Kong, Macau, or another foreign country(overseas) for no less than six years Also, should meet the regulations in article 4 of “Laws and Regulations Regarding Hong Kong & Macao Affairs.” A person's Hong Kong and Macao student status must be validated by Ministry of Education.

(2) 學歷/Educational Qualifications

A. 在當地、外國或大陸地區之高級中學畢業或相當於臺灣高級中學、大學畢業取得畢業證書（以同等學力資格申請者須附修業證明書），且經我政府駐外機構或僑務委員會指定之保薦單位查證屬實者。

Students who graduated senior high school with a diploma in local country, a foreign country, or Mainland China, or having completed study at an equivalent foreign or Hong Kong / Macao high school which is equal to senior high school in Taiwan (applicants applying with equivalent educational levels shall submit a certificate of study), which has been verified by the Republic of China's overseas missions or an Education Recommendation Commissioner appointed by Overseas Community Affairs Council.

B. 具有與我國學制相當之同等學力資格者。

Individuals who has equivalent education level as Taiwan's educational system.

註 1：教育部「香港澳門居民來臺就學辦法」網址：

Note 1: MOE Regulations Regarding Study and Counseling Assistance for Hong Kong & Macao Students in Taiwan Website: <https://edu.law.moe.gov.tw/LawQuery.aspx>

註 2：教育部「入學大學同等學力認定標準」網址：

Note 2: “Regulations Standards for Recognition of Equivalent Educational Levels for University Admission” of Ministry of Education Website: <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?pcode=H0030032>

註 3：畢業年級相當於臺灣高級中學學校二年級之國外或香港、澳門同級同類學校畢業生就讀本校，應加修至少 12 個畢業學分。

Note 3: Those having completed study at an equivalent foreign or Hong Kong / Macao high school which is equal to the sophomore of a senior high school in Taiwan may apply to the undergraduate program. However, these students must complete at least 12 extra course credits.

III. 申請流程/Application Procedures

<p>確認身分 申請資格及申請系所 Check Eligibility and Programs of Study</p>	<ol style="list-style-type: none">1. 請先確認您的身分符合國際專修部申請資格。 Make sure that you are eligible to apply as an International Foundation Program student.2. 申請資格及系所可至第 1-6 頁查詢。 See pages 1-6 for the eligibility and study programs.3. 申請人至多可同時申請 2 個學系。 Applicant can apply for a maximum of two degree programs at the same time.
--	---



<p>準備應繳文件 Prepare Required Materials</p>	<ol style="list-style-type: none">1. 準備申請所需文件。 Prepare all required documents.2. 應繳資料可至第 9-11 頁查詢。 See pages 10-12 for the required materials.
---	---



<p>線上申請 Apply Online</p>	<ol style="list-style-type: none">1. 請至本校招生系統進行網路報名，網址為： Apply via UTaipei online application system. Online application website: http://exam.utapei.edu.tw/enroll/index.jsp?enrollid=802. 建議使用 IE8、IE9 或 Firefox10.x 以上版本瀏覽器操作，勿使用平板式電腦、手機，以避免報名資料流失。 Navigators above IE8(IE9) or Firefox 10.x are commended. To prevent loss of data, please do NOT use tablet or smart phone.3. 請考生確認資料無誤(通訊地址需留確定可聯絡之地址)。 Please double check your personal data, especially the mailing address.
-------------------------------------	---



<p>下載申請表單 Download Application Forms</p>	<ol style="list-style-type: none">1. 請至招生系統點選「申請文件」→輸入「護照號碼」及「出生年月日」→列印入學申請表及檢核表。 Please click “Application Documents”, enter your passport number and date of birth, then print out the application form and checklist.2. 請於入學申請表上簽名及貼妥近期照片。 Sign the completed application form and attach a recent photograph.3. 請於具結書及文件驗證上簽名。 Sign the declaration and deposition of admissions documents to be verified.
---	--





<p>繳費及上傳文件 Pay the Fee and Upload Required Materials</p>	<ol style="list-style-type: none">1. 申請費用規定可至第 12 頁查詢。 See page 12 for the application fee guidelines.2. 將所有應繳文件掃描成 PDF 檔，至招生系統點選「檔案上傳」→ 輸入「護照號碼」及「出生年月日」，再依序完成資料上傳。 Scan all the required documents, click “Upload Documents”, enter your passport number and date of birth, then upload with required documents in PDF format.3. 考生於申請期間得隨時上網更新、補正上傳資料。 Documents may be uploaded and updated during the application period.
--	--



<p>確認並完成申請 Complete and Submit the Application</p>
--



<p>審核 Admission Review</p>	<p>必要時通知申請人補件。 Applicants may be notified to submit additional documents when necessary.</p>
--	--



<p>放榜 Admission Announcement</p>	<p>錄取名單公告於本校招生網頁，入學通知以 e-mail 及書面寄發。 The list of admitted students will be posted on the UTaipei website. Admission results will be notified via e-mail and post.</p>
--	--

IV. 申請入學應繳資料/Materials Required for Application

1. 資料檢核表 1 份(附件 1，表格於線上申請表填完後自動帶出)。

A check list signed by the applicant. (See Appendix 1, The check list will be generated after completing the online application.)

2. 入學申請表 1 份(請至招生系統列印申請表，並貼妥 2 吋半身脫帽近照)。

A completed application form. (Print the forms out from the online application system. Please attach a recent 2-inch bust and hatless photo on each one.)

3. 繳費證明。

Payment certificate.

4. 護照影本或其他國籍證明文件

Copy of passport (front page) or other equivalent verification of nationality.

- (1) 外國學生：繳交護照影本一份，無護照影本可以國籍證明代替。

International Student: Copy of passport or national identity documents.

- (2) 僑生：僑居地永久或長期居留證件(如僑居地身分證影本或護照影本或中華民國護照暨僑居身分加簽影本)。

Overseas Chinese Student: Overseas permanent or long-term residency permit. Documentary evidence (Proof of citizenship or permanent residency in the applicant's country of residence or a Republic of China passport which officially records the person's overseas Chinese status).

- (3) 港澳生/Hong Kong & Macao Student:

- A. 永久居留資格證件影本。

Overseas permanent or long-term residency permit. Documentary evidence.

- B. 在境外連續居留之原始證明文件影本(出入境證明文件，無出入境紀錄者免附)。

Copy of documentary evidence for continuous overseas residency. (certificate of date of entry and exit; applicants without entry or exit records may be exempted).

- C. 在大陸地區出生者，另需檢附「港澳居民來往內地通行證」(回鄉證)之個人資料頁影本。

Student born in Mainland China should submit the personal information page in "Mainland Travel Permit for Hong Kong and Macau Residents" (Home Return Permit).

5. 經我國駐外機構驗證之外國學校最高學歷或同等學力證明文件及成績單各 1 份(中、英文以外之語文，應附中文或英文譯本；請學生填寫附件 2.學歷查證授權書)。

A copy of the diploma and transcript of the student's highest education level, or proof of equivalent academic attainment translated into English or Chinese and notarized by ROC overseas representative office. Please complete the Letter of Authorization (Appendix 2).

※應屆畢業生申請時無須繳交畢業證書，需繳交在學證明，並填寫附錄 7，但註冊時必須繳交，否則取消錄取資格。

Applicant who is still in school should also complete Appendix 7 when submitting a Certificate of Enrollment for application; Once admitted, notarized diplomas must be submitted at the time of registration, or student's admissions offer will be revoked.

註 1：持香港或澳門學歷者，請依教育部『[香港澳門學歷檢覈及採認辦法](#)』規定辦理並繳交經驗證之學歷文件。

Note 1: Students who have qualifications obtained in Hong Kong or Macau shall get the documents authenticated according to the MOE “Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macau”.

註 2：持大陸地區學歷者，請依教育部『大陸地區學歷採認辦法』規定辦理並繳交經驗證之學歷文件。

Note 2: Students who have qualifications obtained in Mainland China shall get the documents authenticated according to MOE “Regulations Governing the Examination and Recognition of Educational Qualifications from Mainland China”.

6. 文件具結書(附件 3-6)。

Depositions to be Signed by Applicant (Appendix 3-6).

(1) 外國學生：附件 3

International Student: See Appendix 3

(2) 僑生：附件 4、6

Overseas Chinese Student: See Appendix 4, and 6.

(3) 港澳生：附件 5、6

Hong Kong & Macao Student: See Appendix 5, and 6.

7. 財力證明/Financial Statement

(1) 外國學生請提供具足夠在臺就學之財力證明(美金 3,000 元以上)，採用下列 3 種方式之一辦理：

International Student should submit a financial proof of a minimum balance of US\$3,000 by using one of the following three documents:

(1) 政府、大專校院或民間機構提供全額獎助學金之證明。

Proof of full scholarship provided by a government agency, university, college, or private organization.

(2) 經我國駐外機構驗證之最近三個月內財力證明書影本 1 份。

One photocopy of a financial statement within the past three months must be verified by the Taiwan overseas representative office in the country of the institution which issued the financial statement.

(3) 臺灣金融機構開具之最近三個月內財力證明影本 1 份。

One photocopy of a financial statement, issued by a financial institution in Taiwan, within the past three months.

※存款證明非申請人帳戶，需附上資助者之財力保證書及其存款證明。(附件 8)

If the financial statement is not in the name of the applicant, a financial guarantee is also required from the sponsor. (See Appendix 8)

(2) 僑生、港澳生身分申請者，免提供本項證明文件。

Students applying as Overseas Chinese Student or Hong Kong/Macau Student do not need to submit this document.

8. 自傳：1~2 頁 A4。限中文或英文。內容應包含是否曾經來臺以及來臺目的、工作經驗簡述。(格式不拘)
Autobiography: 1-2 A4 pages. Must be written in Chinese or English. The content should include whether there has been a prior visit to Taiwan, the purpose of the visit, and a brief overview of work experience. (In any format)
9. 讀書計畫：1~2 頁 A4。限中文或英文。(格式不拘)
Study Plan: 1- 2 A4pages. Must be written in Chinese or English. (In any format)
10. 推薦信 1 份：限中文或英文，推薦人應是申請人的老師或雇主。(格式不拘)
A recommendation Letters: Must be written in Chinese or English by applicants' professors or employers. (In any format)
11. 其他有助於審查之資料。(如作品、競賽成果、證照等……)
Other supplementary documents (Works, competition achievement, certificates, licenses, etc.)
12. 如曾為中華民國國籍者，須檢附由內政部發給的「喪失國籍許可證明書」影本或其他證明文件。(如適用)
An applicant who has previously held Republic of China citizenship must attach a photocopy of the “Forfeited Nationality Permit Certificate” issued by Ministry of the Interior or other official certificate. (if applicable)

V. 申請費用規定/Application Fee Guidelines

1. 申請費：每申請一學系**美金 30 元**(所有銀行匯款手續費須由匯款人自行負擔)，申請費一經繳交，恕不退還。

Application fee: **US\$30** (received in full amount) for each application. Any associated remittance fees are to be paid by the remitter. **All fees are not refundable.**

2. 繳費方式：

- (1) 請至銀行電匯申請費入本校帳戶(如匯款人並非申請者本人，匯款單之匯款人姓名仍須填寫申請者姓名)

Payment Method: Please telegraph transfer the application fee to the official account of UTaipei. (The applicant's name must be shown as the remitter on the remittance form even if the payment was not made by the applicant.)

Bank Name: TAIPEI FUBON COMMERCIAL BANK(Government Banking Department)

Bank Address: B1, 1 SHIH-FU RD, TAIPEI, TAIWAN

Swift Code (IBAN): TPBKTWTP

Account Name: University of Taipei

Account Number: 1605004-590000-2

Country Code: TW

- (2) 如在臺灣繳交報名費，請將**新台幣 1,000 元**整匯入以下指定帳戶。

Applicant who wants to pay the application fee in Taiwan, please transfer **NT\$1,000** into the official account.

銀行：台北富邦銀行 公庫處

帳戶：臺北市立大學校務發展基金

電匯帳號：1605004-590000-2

VI. 申請注意事項/Application Instructions

1. 申請時無須繳交語言能力證明。
Language proficiency certificate is waived during the admission application.
2. 若同時符合外國學生及僑生身分資格者，請擇一身分申請入學，一旦提出申請後不得變更身分。
For those who are eligible to apply as both international students and overseas Chinese students, please choose only one identity to apply. Once the application is submitted, no changes of identity will be allowed.
3. 本項招生一律網路報名暨網路上傳相關資料。考生應於本校開放報名及審查資料上傳期間內，完成資料上傳及確認，若已逾規定期限，系統即自動關閉資料上傳功能。
Application and Upload relevant information online. Applicant should upload the require documents, confirm everything is uploaded in the application period. The system will automatically shut down on deadline.
4. 申請人至多可同時申請 2 個學系，每申請一個學系，均須至招生系統選填申請及上傳資料。如 2 個學系皆獲錄取，僅能擇一報到。
Applicant can simultaneously apply for a maximum of two degree programs. For each degree program, the applicant must complete the application form and upload required documents onto the online application system. When in case the applicant is accepted to both programs, he or she can only choose one for registration.
5. 如經錄取，於錄取後辦理報到時，須繳驗經我駐外機構驗證並加蓋戳記之學經歷證件正本，資格不符規定者取消錄取資格。
The original diploma should be authenticated by an overseas representative office of the Republic of China and submit at the time of registration, or the admissions offer will be revoked.
6. 已報名或錄取之學生，如經發現申請資格不符規定或所繳交之證件有變造、偽造、假借、冒用等不實情事者，未入學者即取消錄取資格；已入學者開除學籍，亦不發給任何學歷證明；如將來在本校畢業後始發現者，除勒令繳銷其學位證書外，並公告取消其畢業資格。
Offer of admission shall be revoked and/or the student shall be dismissed from UTaipei if any information provided in the application or any of the supporting documents has been found to be falsified. Those who have graduated shall have their diploma revoked.
7. 申請人若為台灣海外聯合招生委員會分發在案之僑生或港澳生，本校不予錄取。
An applicant who is an overseas Chinese, Hong Kong and Macau student and has been assigned a placement by Taiwan University Entrance Committee For Overseas Chinese Students will not be admitted by UTaipei.
8. 本簡章如有未盡事宜，悉依本校招生委員會決議及各相關法令規定辦理。
For matters not prescribed in this Admissions Brochure, please refer to related laws and regulations and decisions made by UTaipei Admission Committee.

VII. 審查及錄取/Review and Admission admitted

1. 本項招生採資料審查方式進行，**必要時得採電話或視訊方式**協助書面審查。

The admission is taken by documents review and an online interview or phone interview will also be taken if needed as supplementary to the documents review.

2. 招生組受理考生報名後，由本校各學系初審考生書面資料，綜合考生各項表現，再提送校級招生委員會議決定錄取名單。

After the admission division accept the admission application, the programs will review the documents upload from the applicants and the performances in each aspect and send it to the admission committee to decide the final admission result.

VIII. 公告錄取名單/Admission Announcement

1. 公告錄取名單時間/ Admission Announcement Time

外國學生:2024 年 7 月/僑生及港澳生:2024 年 8 月

International Student: July, 2024

Overseas Chinese Student, Hong Kong & Macao Student: August, 2024

2. 公告錄取名單方式/ Admission Announcement Method

- (1) 網路公告，並行文寄發錄取通知及入學通知。

Online announcement, and the letter of acceptance and admission notice will be delivered via regular mail.

- (2) 公告網址/ Announcement Website:

<https://admission.utaipei.edu.tw/index.php>

- (3) 寄發錄取及入學通知時間/ Mailing of Admission and Enrollment Notices

外國學生:2024 年 7 月/僑生及港澳生:2024 年 8 月

International Student: July, 2024

Overseas Chinese Student, Hong Kong & Macao Student: August, 2024

3. 僑生及港澳生之身分資格需經教育部及僑務主管機關查核身分資格，經主管機關核復身分資格符合規定者，方寄送錄取通知；身分資格經主管機關查核不符規定者，將取消錄取資格。

A person's overseas Chinese student status or Hong Kong & Macao student status must be validated by the Overseas Compatriots Affairs Commission (OCAC) and Ministry of Education. Once the status is confirmed, the letter of acceptance will then send out. If the student status does not meet the requirements, the qualification for the admitted result will be revoked.

4. 入學許可並不保證簽證取得，簽證須由我國外交部領事事務局或駐外機構核給。

Acceptance letters or admissions notices do not guarantee visa issuance. Visas are approved by the Ministry of Foreign Affairs or Taiwan overseas representative office.

IX. 網路報到及開學應繳文件/Online Enrollment and Documents Required for Admitted Students

1. 錄取生應依錄取通知之規定，在指定期限內辦理「網路報到」手續(網址將載明於錄取通知單上)。
Admitted students are required to submit a New Student Confirmation Form online within the specified deadline. The website of the online confirmation will be noted in the letter of acceptance.
2. 報到應繳證件/Documents Required for the New Student Confirmation
 - (1) 本校入學通知書。
The letter of acceptance.
 - (2) 新生基本資料表(表格將於完成網路報到後，自動帶出)。
Personal information form.(The personal information form will be generated after completing the online registration.)
 - (3) 經我國駐外機構驗證之外國學校最高學歷或同等學力證明文件影本及成績單(中、英文以外之語文，應附中文或英文譯本)影本 1 份(正本須查驗)。
A copy of the diploma and transcript of the student's highest education level, or proof of equivalent academic attainment translated into English or Chinese and **notarized by ROC overseas representative office**.
 - (4) 身分證件。
Identity card.
 - (5) 護照。
Passport.
 - (6) 財力證明。
Financial Statement.
 - (7) 申請人在臺就學檢核表及切結書。
Checklist and Declaration for Applicants Undertaking Studies in Taiwan.
 - (8) 檢附已於國外投保自入境當日起至少 6 個月效期之醫療及傷害保險。前項國外之保險證明，應經駐外機構處驗證。
Students should present proof of insurance which includes both medical and personal accident coverage for a period of at least six months from the date of their arrival in Taiwan. Overseas insurance proof should be verified by a ROC overseas representative office.

X. 註冊入學/Registration

1. 請依新生註冊須知規定事項辦理註冊，於入學註冊時，應檢附已於國外投保自入境當日起至少6個月效期之醫療及傷害保險。前項國外之保險證明，應經駐外機構處驗證。

At the time of registration, admitted students should follow the registration regulations for freshman and should present proof of insurance which includes both medical and personal accident coverage for a period of at least six months from the date of their arrival in Taiwan. **Overseas insurance proof should be verified by a ROC overseas representative office.**

2. 錄取生須經本校體檢，凡有精神異常、開放性肺結核、法定傳染性疾病等致影響公共安全或衛生者，應經治療痊癒並提出證明後，始得入學。(政府法規另有規定者，依法辦理。)

Admitted students should receive a medical check-up at UTaipei. Those who are found to be suffering from abnormal mental conditions, tuberculosis, and communicable diseases, and therefore may be a danger to public safety or sanitation shall be allowed admission only after they receive proper treatment and are able to submit medical certificate proving that they are cured of the disease. (If the government has specific regulations, matters will be dealt with accordingly.)

3. 註冊時如發現有冒名頂替、偽造、變造、假借、冒用證件、不合報考資格或其他重大情事者，取消其錄取資格、不准註冊；註冊入學後發現者，取消入學資格；已入學者開除學籍；畢業者，追繳已發之畢業證書。以上情節皆專案報教育部備查，本校並得送請司法機關追究其法律責任。

If any document submitted is found to be false or defective, the admission will be cancelled, and registration denied. If forgery or defect is found after registration or graduation, the student status will be revoked, and the degree diploma will be retracted. All the above-mentioned violations will be reported to the Ministry of Education, and criminal liability will be imposed.

XI. 獎助學金/Scholarships

請至國際事務處網頁查詢，網址：<https://international.utaipei.edu.tw/p/412-1006-5759.php?Lang=en> 或 EMAIL 詢問(foreignstu@go.utaipei.edu.tw)。

Please visit the International Office website for inquiries (<https://international.utaipei.edu.tw/p/412-1006-5759.php?Lang=en>) or email foreignstu@go.utaipei.edu.tw .

XII. 學雜費、住宿費參考標準/Reference for Tuition and Incidental Fees, Dormitory Fees Per Semester

1. 學雜費(所有費用均以新臺幣為單位)/Tuition Fees (All fees shown are in NTD (New Taiwan Dollars))

(1) 第一年華語先修期間收費：新臺幣 20,000(NTD10,000/每學期)

1st Year Chinese Preparation Program: NTD20,000 (NTD10,000/semester).

(2) 第二年~第五年

2nd Year ~ 5th Year

A. 外國學生收費標準/ International Students

修業時間 Year of Study	學院 College	學系名稱 Program	學雜費/每學期 Tuition fee/semester
第 2-5 年 2nd Year ~ 5th Year	理學院 College of Science	資訊科學系 Department of Computer Science	NTD 53,200
	體育學院 College of Kinesiology	休閒運動管理學系 Department of Recreation and Sports Management	NTD 53,550
	市政管理學院 College of City Management	城市發展學系 Department of Urban Development	NTD 53,550
		衛生福利學系 Department of Health and Welfare	NTD 53,550

註 1：符合「外國學生來臺就學辦法」第 21 條第 1 項第 1 款資格者，另依本校本國生收費基準。

Note 1: Students who have been admitted in accordance with Article 21, Paragraph 1, Item 1, of “MOE Regulations Regarding International Students Undertaking Studies in Taiwan” shall pay tuition and other fees in accordance with the standard fees that their educational institution applies to domestic students.

註 2：符合「外國學生來臺就學辦法」第 21 條第 1 項第 2 款所稱，依教育合作協議入學者，依協議規定辦理。

Note 2: Students who have been admitted to an educational institution in Taiwan in accordance with an education cooperation agreement, as prescribed in Article 21, Paragraph 1, Item 2, of “MOE Regulations Regarding International Students Undertaking Studies in Taiwan,” shall pay their tuition and other fees as specified in the agreement.

B. 僑生及港澳生收費標準/Overseas Chinese Students or Hong Kong & Macao Students

修業時間 Year of Study	學院 College	學系名稱 Program	學雜費/每學期 Tuition fee/semester
第 2-5 年 2nd Year ~ 5th Year	理學院 College of Science	資訊科學系 Department of Computer Science	NTD 23,500
	體育學院 College of Kinesiology	休閒運動管理學系 Department of Recreation and Sports Management	NTD 22,721
	市政管理學院 College of City Management	城市發展學系 Department of Urban Development	NTD 24,000
		衛生福利學系 Department of Health and Welfare	NTD 24,000

※上揭各項金額與標準僅供參考，113 學年度依教育部核定標準及本校最新公告之資料為準。

The above-mentioned tuition and incidental fees are for reference only. For academic 2024-2025, the data stated by the Ministry of Education (MOE), or University of Taipei issued document applies.

※學雜費資訊/Tuition and Incidental Fees Information:

<https://reg.utaipei.edu.tw/p/412-1031-79.php?Lang=zh-tw>

2. 宿舍每學期收費標準/Dormitory Fees

- (1) 博愛校區：每學期 5,500 元(含住宿費 4,500 元、網路費 1,000 元)。

Standard charge for Po Ai Campus Accommodation: NTD 5,500/per semester (accommodation fee NTD 4,500 & internet fee NTD 1,000)

- (2) 天母校區：4 人房每人每學期 10,000 元(含住宿費 9,000 元、網路費 1,000 元)、6 人房每人每學期 8,500 元(含住宿費 7,500 元、網路費 1,000 元)。

Standard charge for Tian-Mu Campus Accommodation: Four-bed room - NTD10,000/per person/per semester (accommodation fee NTD9,000 & internet fee NTD1,000), Six-bed room - NTD8,500/per person/per semester (accommodation fee NTD7,500 & internet fee NTD1,000).

3. 其他費用 Other Expenses

- (1) 全校學生需繳納平安保險費(保費金額俟教育局核定)。有關保險事宜請洽詢學生事務處健康促進中心。

All students must pay safety insurance fee (Premium approved by Bureau of Education), Please check with the Office of Student Affairs.

A. 學生團體保險費/Student Insurance

Estimated expenses: NTD250/semester

B. 全民健保費/National Health Insurance (starting from the fifth month of enrollment)

Estimated expenses: NTD4,956/semester

(2) 全年估計花費：含書籍、住宿、保險、生活費等，僅供參考。所有費用以新臺幣為準。

Estimated Expenses Per Year (Tuition excluded)

項目 Item	費用估算 Estimated expenses
書籍費 Books	NTD6,000~10,000/學期 NTD6,000~10,000/semester
住宿費 Housing	NTD5,500~10,000/學期 NTD5,500~10,000/semester
生活費 Living expenses	NTD10,000~12,000/月 NTD10,000~12,000/month
保險費 Insurance	NTD5,500~7,000/學期 NTD5,500~7,000/semester
全年估計花費(不含學雜費) Estimated Expenses Per Year (Tuition excluded)	NTD150,000~200,000

4. 退、休學退費標準/Tuition Fee Refund Standards for Withdrawal or Leave of Absence

退、休學時間 Time of Withdrawal or Leave of Absence	收費項目 Charge Items	學雜費及其餘各費 Tuition & fees and other fees
1. 註冊(開學)日(不含)之前 Before the first day of classes		免繳費，已收費者，全額退費 Exempt from payment
2. 註冊(開學)日(含)之後而未逾學期 1/3 During the time period from the first day of classes up but not exceeding 1/3 of the semester		退還學雜費及其餘各費總和 2/3 2/3 refund of tuition & fees and other fees
3. 註冊(開學)日(含)之後逾學期 1/3，而 未逾學期 2/3 During the time period from the first day of classes past 1/3 but not exceeding 2/3 of the semester		退還學雜費及其餘各費總和 1/3 1/3 refund of tuition & fees and other fees
4. 註冊(開學)日(含)之後逾學期 2/3 During the time period from the first day of classes exceeding 2/3 of the semester		所繳各費均不退還 All fees paid are non-refundable

※ 臺北市立大學學生退、休學退費標準表/Refund of Fees:

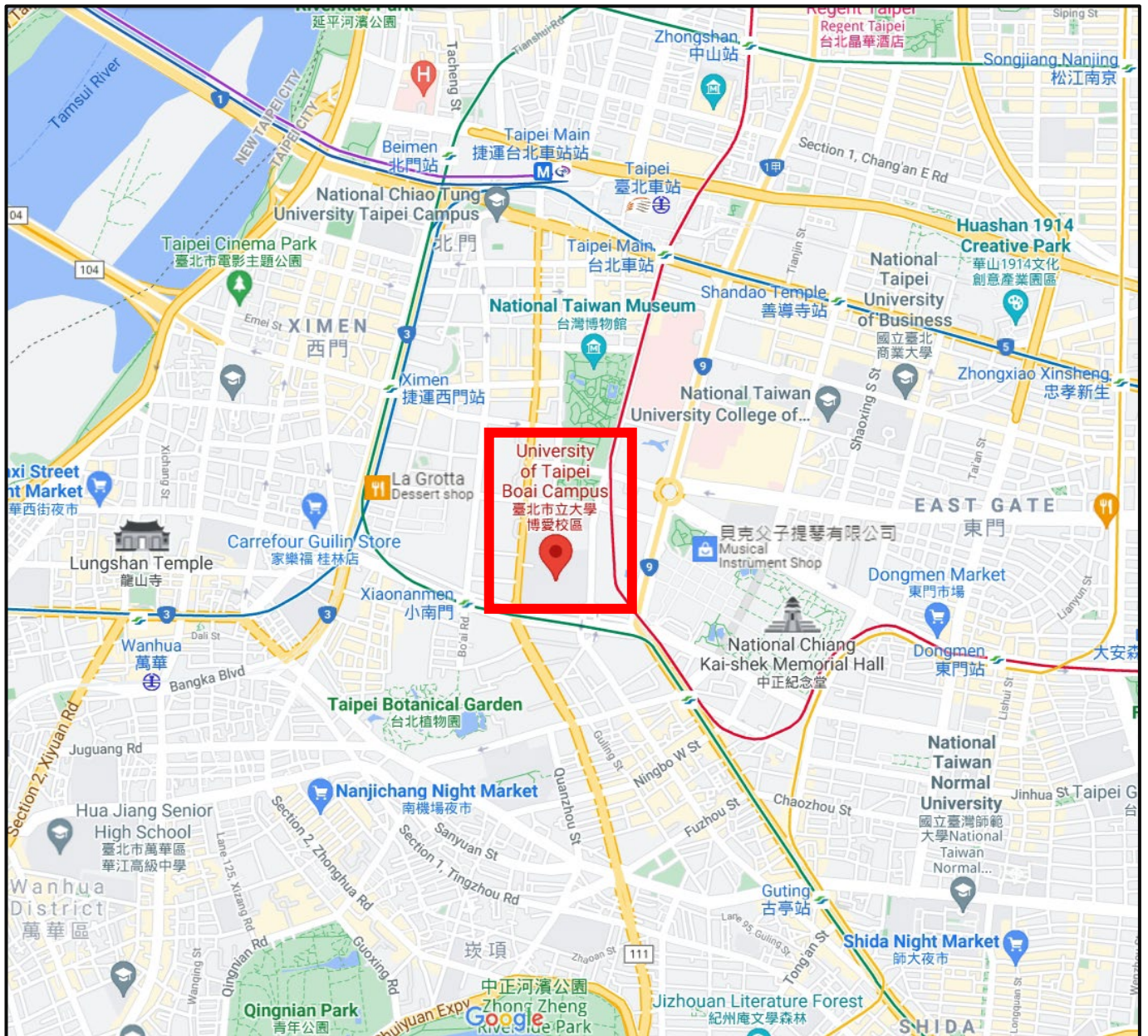
<https://reg.utaipei.edu.tw/var/file/31/1031/img/926/451318985.pdf>

XIII. 臺北市立大學位置示意圖/Campus Map of University of Taipei

1. 博愛校區 Bo-Ai Campus

地址：100234 臺北市中正區愛國西路1號

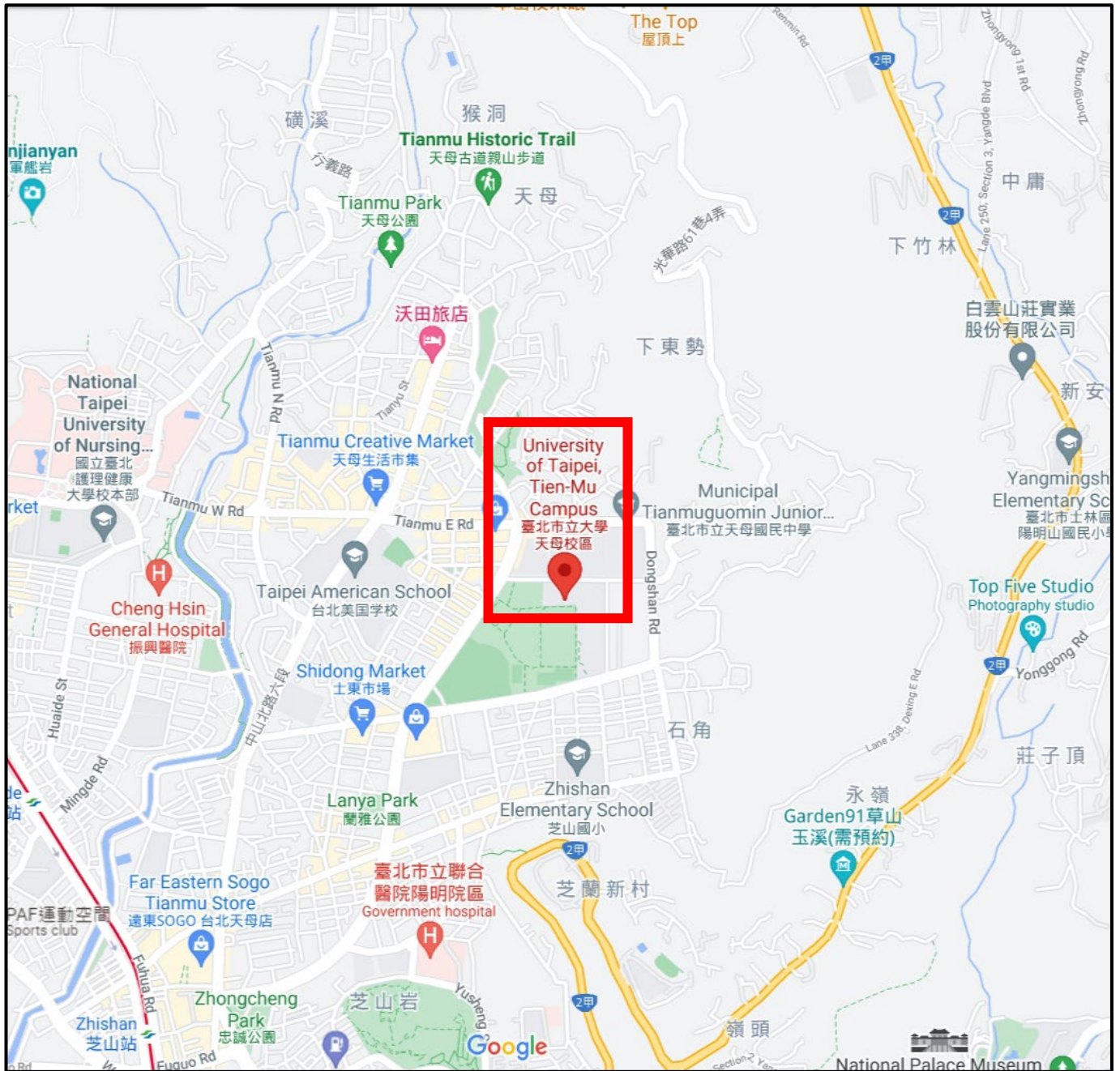
Address: No.1, Ai-Guo W. Rd., Zhongzheng Dist., Taipei, 110234, Taiwan (R.O.C.)



2. 天母校區 Tian-Mu Campus

地址：111036 臺北市士林區忠誠路2段101號

Address: No.101, Sec. 2, Zhongcheng Rd., Shilin Dist., Taipei,111036, Taiwan (R.O.C.)



附 件

Appendices

附件 1、資料檢核表

申請人請填寫本欄資料			
申請人姓名			
僑居地/國籍			
申請學系			
申請人上傳資料內容(請勾選)			
勾選欄	資料順序	系所審查資料名稱	
	1	本表	
	2	申請入學申請表(招生系統下載)	
	3	繳費證明	
	4	身分資格證明文件(身分證、護照等)	
	5	學歷查證授權書(附件 2)	
	6	外國學生文件具結書(附件 3)	限外國學生
	7	臺北市立大學辦理僑生華裔身分認定初審檢核表(附件 4)	限僑生
	8	港澳學生報名資格確認書(附件 5)	限港澳生
	9	港澳居民來往內地通行證(回鄉證)	
	10	僑港澳生身分資格認定聲明書(切結書)(附件 6)	限僑生及港澳生
	11	最高學歷畢業證書或在校證明影本 (需驗證。應屆畢業生另填附件 7)	
	12	歷年成績單(需驗證。應屆畢業生另填附件 7)	
	13	財力證明及財力保證書(附件 8)	限外國學生
	14	自傳	
	15	讀書計畫	
	16	其他(請敘明):	
所繳資料請詳細檢查，如有缺漏，其責任由申請人自負。			

Appendix 1. Checklist

Applicant's Basic Information			
Name			
Place of Residence/Nationality			
Applied Department			
Applicant's Uploaded Documents (Please Check)			
Check Box	Order	Documents to be Reviewed	
	1	This Form	
	2	A Complete Application Form (Download from Online Application System)	
	3	Payment certificate.	
	4	Proof of Eligibility (Copy of ID or Passport)	
	5	Letter of Authorization for Verification of Educational Qualifications (Appendix 2)	
	6	Deposition for International Students (Appendix 3)	International Students Only
	7	Overseas Compatriot Identity verification handled by a Domestic School for Individual Admission Preliminary Checklist (Appendix 4)	Overseas Chinese Students Only
	8	Confirmation Letter of Eligibility for Hong Kong/Macau Students (Appendix 5)	Hong Kong & Macau Students Only
	9	Mainland Travel Permit for Hong Kong and Macau Residents (Home Return Permit)	
	10	Declaration for Overseas Chinese/Hong Kong/Macao Students (Affidavit)(Appendix 6)	Overseas Chinese and Hong Kong /Macau Students Only
	11	A Copy of Diploma of the Highest Academic Degree or Certificate of Enrollment. (Applicant who is still in school should complete Appendix 7)	
	12	Transcripts of Records (Applicant who is still in school should complete Appendix 7)	
	13	Financial Statement or Financial Guarantee (Appendix 8)	International Students Only
	14	Autobiography	
	15	Study Plan	
	16	Others (Please Explain):	
Please double check all submitted documents. Applicant should be held responsible for any missed documents.			

附件 2、學歷查證授權書

Appendix 2. Letter of Authorization

To Whom It May Concern:

I, _____ (*English full name*), ID No. _____,

Student ID No. _____, hereby waive my rights under the Rights of Privacy Act and

authorize the release of all information relevant to my academic record at

_____ (*school name and full address*) to **University of Taipei**,

located in Taipei, Taiwan.

I authorize this school to check my admission requirements, as well as to determine if my degree qualification was obtained by a distance learning program, Internet program, or from an associated college or validated course in _____ (*country*) or overseas.

Signed,

_____ (signature)

_____ (Y) _____ (M) _____ (D) (date)

附件 3、外國學生文件具結書

Appendix 3. Deposition for International Students

University of Taipei

1. 本人保證符合中華民國教育部「外國學生來臺就學辦法」之規定。

I hereby attest that I am qualified to apply for admission as an international student under the Regulations Regarding International Students Undertaking Studies in Taiwan as promulgated by Ministry of Education, Republic of China (ROC).

2. 本人保證符合以下其中之一：

I hereby attest that I fulfill one of the following conditions:

具外國國籍且未曾具有中華民國國籍，且未曾以僑生身分在臺就學，且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。

At the time of application, I am holding foreign nationality and never held R.O.C. nationality, have never studied as an overseas Chinese student in Taiwan, and have not received placement permission by the University Entrance Committee for Overseas Chinese Students during the same year of the application in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

具外國國籍及兼具中華民國國籍者，自始未曾在臺設有戶籍，並於申請時已連續居留海外 6 年以上者，且未曾以僑生身分在臺就學，且未於當年度接受海外聯合招生委員會分發。

At the time of application, I am holding both foreign and R.O.C. nationalities but have never been registered as part of a household in Taiwan. Moreover, I have been living abroad continuously for more than 6 years, have never not been received placement permission by the University Entrance Committee for Overseas Chinese Students during the same year of the application in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

具外國國籍，且曾兼具中華民國國籍者，於申請時已經內政部許可喪失中華民國國籍已滿 8 年，並於申請時已連續居留海外 6 年以上者，且未曾以僑生身分在臺就學，且未於當年度接受海外聯合招生委員會分發。

I am holding foreign nationality and once had R.O.C. nationality but have not been registered as part of a household in Taiwan, as determined by the Ministry of Interior, for at least 8 years. I have been continuously living abroad for more than 6 years. Moreover, I have received placement permission by the University Entrance Committee for Overseas Chinese Students during the same year of the application in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

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 6 年以上者。

An applicant holding foreign nationality, concurrently holding a permanent residence status in Hong Kong or Macau, has never been registered as part of a household in Taiwan and, at the time of application, has resided in Hong Kong, Macau, or another foreign country for no less than 6 years is qualified to apply for admission under these regulations.

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6年以上者。

An applicant who is a former citizen of Mainland China, currently holds a foreign nationality, has never been registered as part of a household in Taiwan and, at the time of application, has continuously resided overseas for no less than 6 years is qualified to apply for admission under these regulations.

3. 本人所提供之最高學歷畢業證書，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。本人在華未以僑生身分申請其他大學校院。

The highest degree diploma I offer is valid and was legally awarded in the country where I graduated. The certificate I have is equivalent to that is awarded by a lawful academic school in R.O.C. I don't employ overseas Chinese student status to apply for any other college or university in R.O.C.

4. 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，且不發給任何有關學分之證明。All of the documents provided (including diploma, passport and other relevant documents, original or copy) are valid. Should any documents be found to be invalid or false, my admission to University of Taipei will be revoked, and no proof of attendance will be issued.

5. 本人取得入學許可後，在辦理報到時，須繳交我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之畢業證書或成績單(認證章)正本，始得入學，屆時若未如期繳交，即由貴校取消入學資格，絕無異議。

At the time of registration, admitted applicants must provide the original academic degree diploma and transcripts verified by a Taiwan overseas representative office, or verified by an institute established or appointed by, or through a private agency commissioned by, the Executive Yuan. If the related certificates cannot be submitted on time, the admissions offer will be revoked.

6. 本人不曾在台以外國學生身分完成高中學校學程，亦未曾遭中華民國國內大專院校退學處分。I have never completed or been expelled from any academic program in R.O.C.

※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，於入學後經查證屬實者，本人願意接受 貴校註銷學籍處分，絕無異議。

I authorize University of Taipei to verify all of the above information provided. If any document is found to be false after admission, I have no objection to being deprived of registered student status.

申請人簽名/Applicant's Signature : _____

護照(居留證)號碼/Passport (ARC) number : _____

切結日期/Date signed : _____年(Y)_____月(M)_____日(D)

附件 4、臺北市立大學辦理僑生華裔身分認定初審檢核表

臺北市立大學 茲證明學生 _____ (中文姓名)

_____ (外文姓名)

一、基本資料

出生日期：_____ (西元年月日共 8 碼)

性 別：_____

身分證號：_____

護照號碼：_____

現住地址：_____

二、華裔身分

符合下列要件第_____項，可茲認定具華裔身分。

- (一) 依當地規定可資證明為華裔身分之方式 (例如當地政府進行之族別登記或本會認可之族別登記)。
- (二) 具有華人姓氏：可辨認為華人常用姓氏，不限於以華語書寫，以當地語言或羅馬字母拼寫，或英文名稱 (如 Jimmy HO) 均可。
- (三) 具有華人語言傳承：其家族使用標準華語文或其他華人常用語言。
- (四) 具有血源或文化連結或相關證明：其家族祖先可追溯為華人 (包括但不限於漢族)，其判斷依據可參據家庭內之擺設、所信仰宗教、祭祀習俗、生活方式，或者具宗親會組織、祖譜紀錄等相關證明。

填寫人簽章：

負責人簽名或蓋章：

國內學校核章：

西元 年 月 日

Appendix 4.Overseas Compatriot Identity verification handled by a Domestic School for Individual Admission Preliminary Checklist

This is to certify University of Taipei , Prove this student

_____ (Chinese name)

_____ (English name)

1.Personal Information

DATE OF BIRTH : _____(YEAR/MM/DD 8 digits)

Gender : _____

Personal ID.NO. : _____

PASSPORT NO. : _____

CURRENT ADDRESS : _____

2.Overseas Compatriot Identity :

If any of the following requirements are met, you can be recognized as having overseas compatriot identity.

- (1) Prove overseas compatriot identity in accordance with local regulations (e.g. ethnicity registration by the local government or ethnicity registration recognized by the OCAC).
- (2) Surname: the surname is a common surname used by Overseas Compatriots, not limited to being written in Mandarin, spelled in the local language or Roman alphabet, or English name (such as Jimmy HO).
- (3) Language heritage: the family uses Standard Mandarin or other languages commonly used.
- (4) Have a blood or cultural link or relevant proof: ancestors can be traced back to Taiwanese or Chinese (including but not limited to Han), and judgment can be based on the decorations in the family home, religion, worship customs, way of life, or clan association, ancestral records and other relevant proof.

SIGNATURE OF PERSON FILLING IN :

SIGNATURE OR SEAL OF SUPERVISOR :

COMPETENT UNIT :

/ (YEAR) / (MM) / (DD)

附件 5、港澳學生報名資格確認書

香港或澳門居民報名資格確認書(113 學年度適用)

本人_____ (請填寫姓名)為香港或澳門居民申請於西元 2024 年赴臺就學。本人確認報名時符合下列各項勾選情況(請就以下問項逐一勾選)：

一、本人具有香港或澳門永久居留資格證件：

是；本人具有_____ (請填寫香港或澳門)永久性居民身分證。

二、以簡章報名截止日往前推算，本人符合下列最近連續居留**境外**^{註1}之年限規定：

註1：所稱**境外**，指臺灣地區以外之國家或地區。至「連續居留」係指每曆年(1月1日至12月31日)來臺停留時間不得逾120日。

最近連續居留境外8年以上。

最近連續居留境外已滿6年但未滿8年。

最近連續居留**境外**未滿6年。

計算至西元 2024 年 8 月 31 日止始符合最近連續居留**境外**滿6年(申請就讀大學醫學系、牙醫學系及中醫學系者須滿8年)。

三、承上題，最近連續居留**境外**期間曾否在臺灣停留超過120日？

是；本人另檢附_____證明文件。

否。

四、確認您的報名身份是「港澳生」或「港澳具外國國籍之華裔學生」(只能填寫一種)

<input type="checkbox"/> 港澳生(以下4擇1)	<input type="checkbox"/> 港澳具外國國籍之華裔學生(以下3擇1)
1 <input type="checkbox"/> 本人具有 英國國民海外 護照。	1 <input type="checkbox"/> 本人具有英國護照，兼具香港永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上
2 <input type="checkbox"/> 否；本人 無 葡萄牙護照、英國國民(海外)護照或香港、澳門護照以外之旅行證照。	2 <input type="checkbox"/> 本人 具有 葡萄牙護照，且首次取得葡萄牙護照日期為：1999年12月20日後取得，兼具澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上。
3 <input type="checkbox"/> 是；本人 具有 葡萄牙護照，且首次取得葡萄牙護照日期為：1999年12月19日(含)前取得(錄取後需檢附澳門特區政府身份證明局開立之「個人資料證明書」始得申辦赴臺就學簽證)。	
4 <input type="checkbox"/> 是；本人具有_____ (請填寫國家)護照或旅行證照，同意於錄取分發後放棄外國護照或旅行證照。	3 <input type="checkbox"/> 本人 具有 _____ (請填寫國家)護照或旅行證照，兼具香港、澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外6年以上。(申請就讀大學醫、牙及中醫學系者須滿8年)。 (所稱 海外 ，指大陸地區、香港及澳門以外之國家或地區)

本人確認前述填報資料均屬實，如有誤報不實致報名資格不符情事，其責任自負，絕無異議。

立聲明書人：_____

香港或澳門永久性居民身分證字號：_____

住址：_____

電話：_____

西元_____年_____月_____日

Appendix 5. Confirmation Letter of Eligibility for Hong Kong/Macau Students

Confirmation Letter of Eligibility for Hong Kong/Macau Residents (Academic Year 2024)

I _____ (please fill in Chinese name above) am a resident of Hong Kong or Macau applying to study in Taiwan in 2024. I confirm that at the time of application, I satisfy the conditions selected below (Please mark the appropriate box to answer each question below):

1. Do you have proof of permanent residence status in Hong Kong or Macau?

Yes, I have a permanent identity card (Please fill in “Hong Kong” or “Macau” as appropriate above).

2. Using the application deadline in this Guide as a point of calculation, how do you meet the requirements (Note 1) for the number of years of continuous residence in outside of the territory?

Note 1: “Outside of the Territory” refers to countries or territories aside from Taiwan. “Continuous residence” means that the time spent in Taiwan each year (calculated from January 1 to December 31) may not exceed 120 days.

I have lived in outside of the territory continually for the last eight years or more.

I have lived in outside of the territory continually for the last six years or more, but less than eight years.

I have lived in outside of the territory continually for less than six years.

As of August 31, 2024, I have lived continually in outside of the territory for the last six years.

3. Regarding the above, during your period of continuous residence in outside of the territory, have you spent more than 120 days in Taiwan?

Yes, I attach the following proof: (Please fill in the name of document above).

No.

4. Confirm the Eligibility of Hong Kong, Macau, or Hong Kong/Macau students with foreign nationalities (Please choose only one)

<input type="checkbox"/> Hong Kong/Macau Students (Choose one out of four)	<input type="checkbox"/> Hong Kong/Macau students with foreign nationalities (Choose one out of three)
1 <input type="checkbox"/> Yes, I have a British National (Overseas) passport.	1 <input type="checkbox"/> Yes, I have a British passport and I have never had household registration in Taiwan, I qualify for regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan to article 23-1, who has been living in Hong Kong, Macao, or elsewhere overseas for six years or more consecutive years in the immediate past.
2 <input type="checkbox"/> No, I do not have a British National (Overseas) Passport, a Portuguese passport, or any travel document (excluding a Hong Kong or Macau Passport).	2 <input type="checkbox"/> Yes, I have a Portuguese passport, and the first time I obtained a Portuguese passport was: After December 19, 1999, and I have never had household registration in Taiwan, I qualify for regulations Regarding Study and
3 <input type="checkbox"/> Yes, I have a Portuguese passport, and the	

<p>first time I obtained a Portuguese passport was: On or before December 19, 1999 (following admission, the Certificate of Personal Data issued by the Identification Services Bureau should be provided for inspection in order to apply for a study visa to Taiwan).</p>	<p>Counseling Assistance for Overseas Chinese Students in Taiwan to article 23-1, who has been living in Hong Kong, Macao, or elsewhere overseas for six years or more consecutive years in the immediate past.</p>
<p>4 <input type="checkbox"/> Yes, I have a passport or travel document issued by _____ (please insert country name above), and I have had household registration in Taiwan, I agree to abandon the foreign passport or travel document and the regulations in Article 4 of the Laws and Regulations Regarding Hong Kong & Macao Affairs must be satisfied following admission by placement.</p>	<p>3 <input type="checkbox"/> Yes, I have a passport or travel document issued by _____ (please insert country name above), and I have never had household registration in Taiwan, I qualify for regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan to article 23-1, who has been living in Hong Kong, Macao, or elsewhere overseas for six years or more consecutive years in the immediate past.(a minimum of eight consecutive years of overseas residency is required if the person is applying to study in a university department of medicine, dentistry, or Chinese medicine.) (“Overseas” refers to countries or territories aside from the Mainland Area, Hong Kong, and Macau.)</p>

I confirm that the above information is true. In the case of reporting incorrect information, which means that I would not satisfy eligibility requirements, I shall take full responsibility and not raise any objections.

Statement by: _____

Hong Kong/Macau Identity Card Number and Passport Number: _____

Address: _____

Contact Number: _____

Date: _____ (YYYY/MM/DD)

附件 6、僑港澳生身分資格認定聲明書(切結書)

本人_____申請臺北市立大學 113 學年度(西元 2024 年)國際專修部入學，因申請時尚未符合「僑生回國就學及輔導辦法」或「香港澳門關係條例」第二條有關「最近連續居留海外六年以上」之規定，本人同意至西元 2024 年 8 月 31 日前提出符合(請依下列切結內容勾選)：

- 「僑生回國就學及輔導辦法」所定連續居留海外期間之僑生資格規定。
- 「香港澳門居民來臺就學辦法」第 2 條有關「最近連續居留港澳或海外六年以上」及第 3 條所定連續居留港澳或海外期間之資格規定，否則應由貴校撤銷原錄取分發資格。
- 「僑生回國就學及輔導辦法」第 23 條之 1 規定：具外國國籍，兼具香港或澳門永久居留資格，未曾在臺設有戶籍，且最近連續居留香港、澳門或海外六年以上之華裔學生。

此致

臺北市立大學

立切結書人：_____

護照號碼：_____

國別或地區別：_____

住址：_____

電話：_____

日期：_____年_____月_____日

Appendix 6. Confirmation Letter of Eligibility for Hong Kong/Macau Students (Affidavit)

I, _____ (the undersigned), applies for International Foundation Program at University of Taipei (Academic Year 2024), but do not satisfy the requirement of “a student of Chinese descent who has been living overseas for six or more consecutive years” as prescribed in Article 2 of “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan” and “Laws and Regulations Regarding Hong Kong & Macao Affairs” at the time of the application. I agree to submit eligibility verification indicating that I have met the following requirement (please select from below) by August 31, 2024.

- Overseas Chinese student eligibility requirement of continuous overseas residency as prescribed in “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.”
- The requirements of “a student of Chinese descent who has been living in Hong Kong, Macau, or overseas for six or more consecutive years” as prescribed in Article 2 and continuous overseas residency as prescribed in Article 3 of the “Regulations for Hong Kong and Macao Residents Studying in Taiwan.” Otherwise, UTaipei shall revoke my qualification for admission and placement.
- The requirements of “an overseas Chinese student of foreign nationality who is eligible for permanent residence in Hong Kong or Macao, who has never had household registration in Taiwan, and who has been living in Hong Kong, Macao, or elsewhere overseas for six years or more consecutive years in the immediate past” as prescribed in Article 23-1 of “Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.”

Regards

University of Taipei

Affiant: _____

Passport No.: _____

Nationality or Region: _____

Address: _____

Phone No.: _____

Date: _____ (YYYY/MM/DD)

附件 7、同意書

Appendix 7. Declaration

本人因缺繳學歷證書，請准予暫行登錄備案，並於註冊日前完成補交，以取得入學資格。如逾期未完成繳交，即表示本人放棄權利，由貴校逕行取消本人入學資格。

I, the undersigned, am unable to submit my Certificate of Study. Please put my name on the record and grant me permission to submit the documentation before the registration deadline to obtain my student status. If the related certificates are not presented on time, I will accept revocation of my qualification to register.

※繳證地點：本校博愛校區公誠樓 6 樓 616B 室

電話：+886-2-2311-3040 ext.8664

Location for turning in the documentation: Office of International Affairs, 6F-616B, Gong Cheng Building, Bo-Ai Campus. Tel No.: +886-2-2311-3040 ext.8664

學系/Department: _____

姓名/Name: _____

學號/Student No. : _____

切結人簽名/Signature: _____

電話/Tel No. _____

E-MAIL: _____

通訊地址/Mailing Address: _____

切結日期/Date signed : _____年(Y)_____月(M)_____日(D)

【本校存查/University of Taipei copy.】

附件 8、臺北市立大學國際專修部申請入學學生財力保證書
Appendix 8. University of Taipei International Foundation
Program Student Application – Financial Guarantee

本人_____與被保證人_____之關係是_____，
(請寫保證人姓名) (學生姓名)

願擔保被保證人在臺北市立大學就學及生活所需一切費用支出。

The relationship between I _____ and the warrantee _____
(the owner of the account) (the applicant)
is _____, and I am willing to cover all expenses of the warrantee during his/her
studies at University of Taipei .

此致

Regards

臺北市立大學
University of Taipei

保證人簽名/Warrantor's Signature : _____

聯絡電話/Phone number : _____

電子郵件/E-mail : _____

具結日期/Date signed : _____年(Y) _____月(M)_____日(D)

附件 9、臺北市立大學國際專修部華語先修學生修業規定

112 年 10 月 3 日 112 學年度第 2 次行政會議通過

112 年 12 月 5 日 112 學年度第 4 次行政會議修正通過

一、臺北市立大學(以下簡稱本校)國際專修部依據教育部「重點產業領域擴大招收僑生港澳學生及外國學生實施計畫」招收境外學生，為規範本校國際專修部華語先修學生(以下簡稱先修生)入學資格、學雜費、課程銜接及華語檢測獎勵機制等，特訂定本規定。

二、入學資格：

- (一)符合「外國學生來臺就學辦法」、「香港澳門居民來臺就學辦法」及「僑生回國就學及輔導辦法」所定外國學生、港澳生及僑生身份，且具學士班入學資格。
- (二)僑生身分認定，由僑務主管機關為之；港澳生身分認定，由教育部為之。
- (三)申請來臺於本校國際專修部先修華語每人以一次為限，遇特殊事由中斷，經教育部同意後，得再申請一次。

三、入學審查：

- (一)申請者通過學系資料審查，並經本校招生委員會審議通過後，由本校發給華語先修生入學許可，並將錄取名冊函報教育部，由教育部函轉外交部領事事務局轉知各駐外機構。
- (二)學生所繳入學證明文件如有偽造、假借、塗改等情事，如經查明，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，由本校撤銷其畢業資格並註銷其學位證書。

四、課程修習：

- (一)先修生研修期間以一年為限，限修讀華語課程，亦不開放暑修。學期間每週至少 20 小時，全學年修讀至少 720 小時。依第二點第三款重新申請入學國際專修部後，其修業依據本規定須重新修讀滿 720 小時，前期修讀之時數不予認列。
- (二)先修生學業成績考評，成績評量標準、方式由任課教師依課程實際需要而實施採行，並公布於課程內容。
- (三)先修生各項成績經教師評定後，教師繳交、更正成績及學生成績複查、申訴事宜，準用本校成績處理要點辦理。
- (四)先修生因故缺席，依照校內學生請假規則辦理，經核准請假者(公假除外)作為缺課登記，未經請假或請假未准而缺席者視為曠課。
- (五)先修生某一科目缺(曠)課時數達全學期該科授課總時數三分之一者，不得參加該科期末考試，該科期末成績以零分計，平時與期中成績保留計算。
- (六)先修生於國際專修部第一年修業期滿未達到華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)標準者，本校將予以退學；先修生修讀一年期滿，並通過華語文能力測驗(TOCFL)之聽力與閱讀測驗基礎級(A2)檢測，需配合轉入原錄取之學系，不得續留國際專修部。
- (七)生正式進入大學部後，仍應持續華語學習，升大二前應達華語文能力測驗(TOCFL)之聽力與閱讀測驗進階級(B1)標準，未達標者應持續修讀本校開設之華語輔導課程至通過前揭標準，始得畢業。
- (八)先修生華語課程研修期間不得轉系或轉學，亦不得休學；但於正式修讀學士班課程一年後，得申請轉系或轉學，申請轉系或轉學之學系，限符合教育部規範之製造業、營造業、農業及長期照顧業、電子商務(含資料處理)、服務類科(觀光旅遊休閒領域)等相關系所。
- (九)先修生修讀之華語課程得視校內開課類型(學分課或非學分課)，學分課程內容超過華語文能力測驗基礎級(A2)之部分學分課程，得依本校學生抵免學分要點辦理，抵免上限為 8 學

分；學生考取華語文能力測驗(TOCFL) 之聽力與閱讀測驗基礎級(A2)轉入正式學士班。先修生進入學士班後，依循招生學系課程規劃完成畢業條件。

(十) 華語先修課程如委由代訓單位訓練，則課程修習依照代訓契約書或代訓單位規定辦理。

五、學雜費收費標準：

(一) 先修生於華語先修期間每學期繳交學費新臺幣 1 萬元整，2 學期共計 2 萬元。另收取住宿費、宿舍網路使用費、平安保險費、僑外生健保費等各項代收費用；先修生正式進入所屬學系學士班就讀後，依本校公告之學雜費收費標準辦理。

(二) 先修生退學依本校學則及國際專修部修業規定辦理；退費準用本校學生退、休學退費標準表辦理；惟必須無任何欠費方得註冊第二學期課程，進入學系大一課程就讀時亦同，未依規定完成學費繳費者予以退學。

六、獎勵規定：

(一) 先修生於華語先修期間，通過華語文能力檢測(TOCFL)之聽力與閱讀測驗者，得申請校內獎助學金：

1. 基礎級(A2)，得申請獎助學金新臺幣 5,000 元。
2. 進階級(B1)，得申請獎助學金新臺幣 8,000 元。
3. 高階級(B2)，得申請獎助學金新臺幣 10,000 元。

(二) 先修生進入學士班起之獎助學金申請，依據「臺北市立大學外國學生獎助學金要點」、「臺北市立大學僑生暨港澳生助學金要點」規定辦理。

七、先修生註冊時，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證明，前項保險證明如為國外所核發者，應經駐外機構驗證。

八、先修生如有退學或喪失學生身分等情事，學校應於全國大專校院境外生資料管理資訊系統通報，並安排學生離境事宜。

九、本規定如有未盡事宜，依教育部及本校相關法規辦理。

十、本規定經行政會議通過，陳請校長核定後實施。

Appendix 9. University of Taipei Academic Regulations for International Foundation Program Chinese Preparatory Program Students

Passed by the Second Administrative Meeting of the 2023 Academic Year on October 3, 2023
Amended and Passed by the Fourth Administrative Meeting of the 2023 Academic Year on December 5, 2023

1. In accordance with the Ministry of Education's "Plan to Expand the Recruitment of Overseas Chinese Students, Hong Kong and Macao Students, and Foreign Students in Key Industries," the International Foundation Program Chinese Preparatory Program of University of Taipei (hereinafter referred to as UTaipei) recruits international students and formulates regulations on eligibility, tuition fees, course continuity, and Chinese language proficiency testing incentive mechanisms for International Foundation Program Chinese Preparatory Program students (hereinafter referred to as preparatory students). This Regulations is hereby established.
2. Eligibility criteria:
 - (1) Those who meet the qualifications for foreign students, Hong Kong and Macao students, and overseas Chinese students as defined in the "Regulations Regarding International Students Undertaking Studies in Taiwan," "Regulations for Hong Kong and Macao Residents Undertaking Studies in Taiwan," and "Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan," and have the qualifications to enroll in a bachelor's degree program.
 - (2) The status of overseas Chinese students and the status of Hong Kong & Macao students shall be validated by the Overseas Community Affairs Council and the Ministry of Education respectively.
 - (3) Those who apply to come to Taiwan to attend the International Foundation Program Chinese Preparatory Program are limited to apply once. In the event of special circumstances that result in interruption, with the approval of the Ministry of Education, they may apply again.
3. Admission review procedure:
 - (1) After their applications are reviewed by respective departments and approved by UTaipei Admission Committee, UTaipei will issue preparatory students a conditional admission permit and report the list of admissions to the Ministry of Education, which is then forwarded to the Bureau of Consular Affairs of the Ministry of Foreign Affairs for notification to all foreign missions abroad.
 - (2) If the admission documents submitted are found to be forged, borrowed, or counterfeited, the students' admission qualification shall be revoked. For those who have already registered and enrolled, their enrollment will be revoked, and no relevant academic certificates shall be issued. If it is discovered after graduation, the diploma shall be revoked by the university, and the degree certificate shall be cancelled.
4. Academic regulations:
 - (1) Preparatory students are limited to one year of study during which they shall only study Chinese language courses, summer courses are not available. During the academic year, they must take 20 hours of classes per week, with a total of 720 hours for the entire year. After reapplying to the International Foundation Program in accordance with the provisions of Item 3, Article 2, they must retake 720 hours of courses in accordance with this regulation, and the hours previously taken will not be counted.
 - (2) The assessment of preparatory students' academic performance and the standards and methods for evaluating academic performance will be implemented and announced by the teacher based on the actual needs of the course.
 - (3) After preparatory students' grades are evaluated by teachers, the UTaipei Guidelines for the Administration of Students' Grades shall be applicable for submission and correction of grades by teachers and filing of grades review and appeal by students.
 - (4) For preparatory students who are absent for special reasons, they may apply for leave according to the student leave regulations. Those who have been approved for leave (excluding official leave) are deemed absent from class, whereas a leave without a request or an unapproved leave is considered truancy.

- (5) If a preparatory student's absences (unexcused or excused) in a particular subject reach one-third of the total class hours for that subject in the entire semester, he or she will not be allowed to take the final exam for that subject. The preparatory student's final grade for that subject will be recorded as zero, while his or her grades for class participation and mid-term exam will still be counted.
 - (6) Preparatory students who have studied for one year in the International Foundation Program but fail to pass Level A2 listening and reading tests of the Test of Chinese as a Foreign Language (TOCFL) will be expelled from the school; those who have studied for one year in the International Foundation Program and passed Level A2 listening and reading tests of TOCFL must transfer to the department they are originally admitted to.
 - (7) Once they are officially attending their bachelor's degree programs, students shall pass Level B1 listening and reading tests of the Test of Chinese as a Foreign Language (TOCFL) by the second year of their bachelor's degree programs. Those who fail to do so shall continue to attend Chinese Language Tutoring classes of UTaipei until they pass the aforementioned tests before they can graduate.
 - (8) While studying in the International Foundation Program, preparatory students are not allowed to transfer to another department or school, nor are they allowed to take a leave of absence. However, after one year of formal study in their bachelor's degree programs, students may apply to transfer to another department or school, but only to programs that are related to the manufacturing industry, construction industry, agriculture, long-term care industry, e-commerce (including data processing), and services (tourism, travel and recreation related fields), which comply with the regulations of the Ministry of Education.
 - (9) Depending on the type of the Chinese language courses offered by UTaipei (credit or non-credit), UTaipei guidelines for credit exemption may apply for credit courses attended by preparatory students with course contents above Level A2 of the Test of Chinese as a Foreign Language (TOCFL) at a maximum of eight credits; students may transfer into the bachelor's degree programs they are originally admitted to once they pass Level A2 listening and reading tests of the Test of Chinese as a Foreign Language (TOCFL). Once they begin studying in their bachelor's degree programs, preparatory students shall meet graduation requirements in accordance with the curriculum planning of their respective departments.
 - (10) If the Chinese preparatory program is outsourced to an external training agency, the academic regulations shall comply with the terms of UTaipei's contract with the agency or the provisions of the said agency.
5. Tuition and miscellaneous fees:
- (1) Tuition and miscellaneous fees during the Chinese Preparatory Program is NTD 10,000 per semester, a total NTD 20,000 for two semesters. Miscellaneous fees include fees for dormitory, Internet usage, safety insurance, and health insurance for international students and overseas Chinese students; once preparatory students start attending the bachelor's degree programs, they are originally admitted to, the information about tuition and miscellaneous fees announced by UTaipei shall be applicable.
 - (2) Withdrawal of preparatory students shall follow the academic regulations of UTaipei and the International Foundation Program, and refund of tuition and fees shall comply with UTaipei's refund standards for students who withdraw or take study leave; however, students must not have any outstanding payments to be eligible for registration in the second semester and the same rule applies when they attend first-year courses of their bachelor's degree programs. Students who fail to pay tuition and miscellaneous fees in accordance with relevant rules will be expelled.
6. Scholarships/Grants Information:
- (1) During the study of the Chinese Preparatory Program, preparatory students who pass listening and reading tests of the Test of Chinese as a Foreign Language (TOCFL) may apply for UTaipei scholarships/grants:
 - i. Preparatory students passing A2 Level of the Test of Chinese as a Foreign Language (TOCFL) may apply for a grant of NTD 5,000.
 - ii. Preparatory students passing B1 Level of the Test of Chinese as a Foreign Language (TOCFL) may apply for a grant of NTD 8,000.
 - iii. Preparatory students passing B2 Level of the Test of Chinese as a Foreign Language (TOCFL) may apply for a grant of NTD 10,000.

- (2) Scholarship/grant application of preparatory students starting their bachelor's degree programs shall comply with "Guidelines for University of Taipei Scholarship to International Students" and "University of Taipei Guidelines Governing Grants for Overseas Students and Hong Kong and Macau Students."
7. Preparatory students need to provide medical and accident insurance certificates for at least 6 months upon arrival. If the insurance certificates are issued by foreign insurance companies, the certificates should be notarized by the Taiwan Representative Office or an Embassy.
 8. UTaipei shall promptly register into the international student data management information system designated by the Ministry of Education the details of deferral or abandonment of studies and any changes to or loss of student status, and arrange for the students' departure from Taiwan.
 9. Any matters not covered in these regulations shall be handled in accordance with other relevant regulations of the Ministry of Education and UTaipei.
 10. These regulations shall be implemented after being passed by the administrative meeting and sent to the president of the school for approval.

附件 10、臺北市立大學招生考試考生個人資料蒐集、處理及利用告知聲明

依據「個人資料保護法」(以下簡稱個資法)，請詳細閱讀本校依個資法第 8 條及第 9 條規定所為以下「考生個人資料蒐集、處理及利用告知事項」。

一、個人資料蒐集之目的

基於辦理本校各項入學招生考試相關試務(134*)，提供系(所、學位學程)考試成績、審查資料及報到等招生資(通)訊服務(135*)、教育研究及統計研究分析(157*)、學生(員)資料管理(158*)、會計與相關服務(129*)，完成招生必要工作或經個資當事人同意之目的。

二、個人資料之蒐集方式

透過考生於本校招生系統報名、繳交審查資料，或透過大學入學考試中心、大學甄選入學委員會、大學考試入學分發委員會、技專校院招生委員會聯合會、海外聯合招生委員會、陸生聯招會等辦理聯合招生之委員會而取得考生個人資料。

三、個人資料之類別：

本校所蒐集之考生個人基本資料分為基本資料及申請特殊身分應考等試務處理所需資料。

(一) 基本資料

辨識個人者(C001*)、辨識財務者 (C002*)、政府資料中之辨識者(C003*)、個人描述(C011*)、個性(C014*)、家庭情形(C021*)、住家設施(C031*)、休閒活動及興趣(C035*)、職業(C038*)、執照或其他許可(039*)、學校紀錄(C051*)、資格或技術(C052*)、著作(C056*)、應考人紀錄 (C057*)、現行之受僱情形(C061*)、工作經驗(C064*)、收入、所得、資產與投資(C081*)、外匯交易紀錄(C085*)、財務交易(C093*)等，內容包括姓名、身分證字號(或居留證、護照號碼)、國籍、出生年月日、性別、Email、學歷、通訊地址、聯絡電話、監護人姓名、手機號碼、轉帳帳戶、低收入戶證明、中低收入戶證明、考試成績等招生系統考生基本資料上所列。

(二) 申請特殊身分

用以證明簡章規定之各項特殊身分，包含健康紀錄(C111*)、種族或血統來源(C113*)等個人資料類別。

四、個人資料處理及利用

(一) 個人資料利用之期間：除法令或中央事業主管單位另有規定辦理考試個人資料保存期限外，以上開蒐集目的完成所需之期間為利用期間。

(二) 個人資料利用之地區：臺灣地區(包括澎湖、金門及馬祖等地區)。

- (三) 個人資料利用之對象：本校、主管機關。
- (四) 個人資料利用之方式：本校之試務、錄取、報到、查驗等作業及甄試結果與相關資訊之發送通知，考生(或家長監護人)之聯絡，基於招生事務公信的必要揭露、教育研究及其他有助上開蒐集目的完成之必要方式。
- (五) 考生的個人資料除非取得考生的同意或其他法令有特別規定外，本校絕不會將資料揭露給其他團體、個人或私人企業，或使用於蒐集目的以外之其他用途。

五、資料保護

- (一) 本校各級人員依權責及業務的不同，於招生系統設定必要之系統存取權限，承辦人電腦亦設有個人帳號及密碼保護。
- (二) 考生個人資料電子檔(資料庫)保存期間自該項招生學年度起算 4 年，並於期限屆滿後銷毀。
- (三) 考生所繳交的各项書面證明文件、答案卷及本校辦理各項試務作業所產生的各種文件資料，本校將妥善保存於上鎖的櫃子或密封存放於倉庫，並於保存 1 年後銷毀。

六、權利

- (一) 考生填寫的各项個人資料如需更改，除招生簡章規定不得更改的欄位外，其餘欄位可在該次考試報名期間，於網站下載考生資料修改申請書，並以書面方式向本校教務處招生組申請更正。
- (二) 考生可依個人資料保護法向本校請求查詢或閱覽、製給複製本、補充或更正、停止蒐集、處理及利用或刪除。考生得以書面、傳真等方式與本校招生委員會聯絡(相關聯絡方式請詳見報名簡章)，行使上述之權利。
- (三) 除法令另有規定或主管機關另有要求外，若考生向本校提出停止蒐集、處理、利用或請求刪除個人資料之請求，妨礙本校執行職務或完成上開蒐集目的，或導致本校違背法令或主管機關之要求時，本校得繼續蒐集、處理、利用或保留個人資料。

*：個人資料保護法之特定目的及個人資料之類別代號

<https://mojlaw.moj.gov.tw/LawContent.aspx?LSID=fl010631>

Appendix 10. University of Taipei Disclosure of Collecting, Processing and Using Personal Information of Entrance Exam Candidates

Pursuant to the “Personal Data Protection Act” (hereinafter the “Act”), please read in detail the following “University of Taipei Disclosure of Collecting, Processing and Using Personal Information of Entrance Exam Candidates” formulated by UTaipei in according to Articles 8 and 9 of the “Act.”

1.Purposes of Collecting Personal Information

The personal information is collected exclusively for the purposes of executing examination affairs related to the college entrance exam (134*), information (Communication) Services(135*) including providing examination scores for departments (institute, program), reviewing application documents and registration, as well as educational research and statistical research analysis (157*), student (staff) data management (158*), accounting and related services (129*), and any other task which is necessary for the completion of the college entrance examination or any other purpose consented by the examination candidate.

2.Methods of Collecting Personal Information

Personal information of the examination candidate is collected through UTaipei’s online admission system or the exam candidate’s submitted documents, or through College Entrance Examination Center, College Admissions Committee, University Admission Committee, Joint Commission of Technological and Vocational College Admission Committee, University Entrance Committee For Overseas Chinese Students, and University Entrance Committee for Mainland Chinese Students.

3.Categories of Personal Information

The personal information of candidates collected by UTaipei is the information needed for examination affairs, including basic data and information required for application for special examination arrangements for candidates with special needs.

(1)Basic Information

Personal information for identifying individuals (C001*), identifying finance (C002*), identifying in government data (C003*), individual description (C011*), characteristic (C014*), Family (C021*), residence and facilities (C031*), recreational activities and interests (C035*), occupation (C038*), licenses or other permissions (039*), schools record (C051*), qualification or technique (C052*), works (C056*), record of students, apprentices, examinees (C057*), current status of employment (C061*), working experiences (C064*), earning, income, property and investment (C081*), the record of Foreign exchange trade (C085*), Financial deals (C093*), which entail name, number of national identification card (including resident certificate or passport), nationality, date of birth, gender, email address, education information, resident address, contact information, emergency contact person, cellphone number, fund transfer account, certificates of low income household and lower middle-income household, and examination results as listed on the online admission system.

(2)Application for Special Examination Arrangements

Personal information required to validate the various special identifies listed in the admission brochure, including record of health (C111) and races or origin of birth (C113*).

4. Handling and Use of Personal Information

(1) Utilization Period:

Unless otherwise stipulated by the law or the central competent authority in respect of the retention period of personal information obtained from the holding of examination, the retention period of the personal information by UTaipei shall be the time required for the above purposes for collection to be fulfilled.

(2) Region of Utilization: Taiwan (including Penghu, Kinmen and Matsu).

(3) User of Personal Information: UTaipei, competent authorities.

(4) Methods of using the personal information: Methods which are necessary for the execution of examination affairs, admission, registration, and verification, as well as delivery of notification of examination results and related information, contact with candidates (parents, guardians), disclosure required to ensure the integrity of examination affairs, academic research and any other method which is required for the fulfillment of the above collection purposes.

(5) Unless the university has obtained the exam candidate's consent or otherwise stipulated by other laws and regulations, UTaipei will not disclose the collected personal information of exam candidates to other groups, individuals, or private enterprises, or used for other purposes outside of the purpose of collection.

5. Information Protection

(1) Access clearances have been set for the admission system based on the clearance levels of UTaipei personnel, and computers of the persons in charge are also protected by personal ID and password.

(2) Electronic files of personal information of exam candidates will be kept for four years starting from the year of admission and will be destroyed when the period expires.

(3) All hardcopy supporting documents, answer sheets, and documents and data resulted from UTaipei's execution of various exam affairs, will be properly stored in a locked cabinet or warehouse, and will be destroyed after one year.

6. Rights

(1) If an exam candidate needs to make changes to personal information, other than the spaces indicated unchangeable in the Admission Brochure, the exam candidate may download from the website Personal Information Change Application during the examination period and submit to UTaipei Admission Committee.

(2) In accordance with Personal Data Protection Act, exam candidates may submit to UTaipei requests to: make inquiry, browse, update, and correct; request for photocopies; request for stop of collecting, processing, using or removal of personal information. The request may be submitted in hardcopy or via fax to UTaipei Admission Committee (see Admission Brochure for detailed contact information) to exercise the rights above.

(3) In accordance with Personal Data Protection Act, exam candidates may submit to UTaipei requests to: make inquiry, browse, update, and correct; request for photocopies; request for stop of collecting, processing, using or removal of personal information. The request may be submitted in hardcopy or via fax to UTaipei Admission Committee (see Admission Brochure for detailed contact information) to exercise the rights above.

* : The specific purpose and the classification of personal information of the Personal Information Protection Act: <https://mojlaw.moj.gov.tw/ENG/LawContentE.aspx?LSID=f1010631>