



國立勤益科技大學  
NATIONAL CHIN-YI UNIVERSITY OF TECHNOLOGY

114 學年度新南向國際學生產學合作專班-二年制學士班  
申請入學招生簡章-草案

2025 New Southbound Industry-Academia Collaboration  
Special Program for International Students Admission  
Brochure-2.5-year Bachelor



招生班別資訊 Admissions information

日間部二年制-冷凍空調與能源系國際學生產學合作專班  
2.5-Year Bachelor Degree-Industry-Academia Collaboration Program of  
Refrigeration , Air-Conditioning and Energy Engineering

校址：411030 臺灣臺中市太平區坪林里中山路二段 57 號

: No. 57, Zhongshan Rd., Sec. 2, Taiping Dist., Taichung City 411030, Taiwan (R.O.C)

洽詢電話 Query contact : +886-4-23924505 轉分機 ext. 2198

傳真電話 Fax : 886-4-23939845

學校網址 School website : <https://www.ncut.edu.tw/>

招生網址 Admissions website: <https://ibpiuc.ncut.edu.tw/>

## 目錄 Table of Content

※ 重要日程表	※ Important Dates	.....	- 2 -
※ 網路報名流程	※ Online application procedure	.....	- 3 -
一、招生系所資訊	Department Admissions Information	.....	- 4 -
二、申請資格	Application Eligibility	.....	- 4 -
三、申請流程	Application Procedure	.....	- 6 -
四、甄審方式	Screening and Review	.....	- 8 -
五、寄發錄取通知書	Sending Acceptance Letter	.....	- 9 -
六、報到及註冊入學	Check-in and Registration	.....	- 10 -
七、其他申請注意事項	Other Important Notes on Application	.....	- 11 -
八、實用資訊	Practical Information	.....	- 13 -
九、招生委員會	Admissions Committee	.....	- 18 -
附錄	Attachment	.....	- 20 -

## ※重要日程表※

### Important Dates

工作項目 Schedule of Events	重要日期 Date
早鳥報名 Early Bird Registration	2025 年 5 月 13 日~2025 年 6 月 01 日 May 13, 2025 – June 1, 2025
公告招生簡章 Announcement of Admissions Guidelines	2025 年 5 月 19 日 May 19, 2025
一般線上報名 General Online Registration	2025 年 6 月 02 日~2025 年 7 月 4 日 June 2, 2025 – July 4, 2025
甄審及結果公告 Review & Announcement of Results	2025 年 7 月 5 日~2025 年 7 月 31 日 July 5, 2025 – July 31, 2025
寄發確定就讀具結書及錄取(含有條件錄取)通知書 Enrollment Willingness Reply & Sending Acceptance Letters (including Conditional Acceptance Letters)	2025 年 8 月 01 日~2025 年 8 月 05 日 August 1, 2025 – August 5, 2025
啟動遞補程序 Initiation of replacement procedure with students on waiting list	
公告最終錄取名單 Announcement of Final Admissions List	2025 年 8 月 7 日 August 7, 2025
協助辦理簽證 Visa Application Assistance	2025 年 8 月 18 日~2025 年 8 月 29 日 August 18, 2025 – August 29, 2025
註冊報到日及開學 Registration Day & Semester Begins	2025 年 9 月 08 日 September 8, 2025

※上述表列各項時間均為臺灣時間，為確保您的權益，建議您儘早作業。

The dates listed above are Taiwan time. To protect your rights and interests, we suggest that you begin preparing as early as possible.

※為維護您的權益，請詳閱本簡章各節之規定。

In order to protect your rights and interests, please read each section of this brochure carefully.

※「啟動備取生遞補正取程序」及「寄發確定就讀具結書及錄取(含有條件錄取)通知書」得視甄審作業時間遞延或提前。

“Initiation of replacement procedure with students on waiting list; emailing Acceptance Letters (including Conditional Acceptance Letters) & Affidavit of Agreeing to Study at the University” may be postponed or advanced according to interview schedules.

※因應傳染病或特殊情況，線上報名及甄審時間可能推遲，公告錄取名單、寄發錄取通知、協助辦理簽證等時間亦將連帶延後。

Due to the pandemic of infectious disease or special circumstance, the date of application, screening and reviewing, assistance with visa application and airport pick-up service might be delayed. Consequently, other related work might also be postponed.

※簽署「確定就讀具結書」攸關學生權益，請將附件 3 確定就讀具結書填妥並親筆簽名，依本校電子郵件內所訂期限回傳至 [int-program@ncut.edu.tw](mailto:int-program@ncut.edu.tw)，逾期視同放棄錄取資格，不得異議。 Signing “Affidavit of Agreeing to Study at the University” is critical in terms of a student’s rights. Please fill out and sign the “Affidavit of Agreeing to Study at the University” in attachment 3 and emailing the affidavit to [int-program@ncut.edu.tw](mailto:int-program@ncut.edu.tw) by the deadline mentioned in the letter from School, or it will be regarded as forfeiture of admission, and no objections may be raised.

## ※ 網路報名流程※

### Online application procedure

系統開放時間為臺灣時間 2025 年 06 月 02 日上午 08:00 至 2025 年 7 月 04 日下午 5:00，  
請務必於期間內完成報名及資料上傳作業，並建議提早作業。

The application platform will be open **from 8 AM on June 2, 2025 to 5 PM on July 4, 2025**.

Please make sure you complete registration and upload your supporting materials before deadline.  
We advise you to proceed with application as early as possible.

簡章下載  
Download brochure

招生網址 Admissions website : <https://appls.ncut.edu.tw/ibpiuc/Entry>

請詳閱招生簡章，確認您的申請資格及系所。

Please read carefully the admissions brochure and double check your eligibility and the department/graduate school you would like to apply for.



建立新帳號及啟用  
Create and  
initiate new account

請在報名系統(網址: <https://appls.ncut.edu.tw/ibpiuc/Entry>)或本專班招生網頁(網址: <https://ibpiuc.ncut.edu.tw/>)點選「線上報名」即可連結至報名系統。

Please click on “Online Application” to access the application system at the application platform (site: <https://appls.ncut.edu.tw/ibpiuc/Entry>) or the admissions website (<https://ibpiuc.ncut.edu.tw/>).

1. 利用常用電子郵件信箱建立新帳號。  
Create new account with an email address that you frequently use.
2. 於電子郵件信箱接收啟用通知。  
Get the notification email to initiate your account.
3. 啟用帳號。Initiate your account.

系統登入  
Log in to the system

啟用帳號後，請於報名系統輸入電子郵件信箱及密碼進行登入報名作業。

As soon as your account is initiated, please type in your email address and password on the application platform to sign in and proceed with application.



輸入報名資料  
Fill out application data

1. 請依系統指示逐一輸入報名資料。  
Fill in all application data as dictated by the platform.

2. 輸入完成後請按「儲存」。  
Click on “save” as soon as you are finished.

3. 報名資料經按「送出」，無法再更改。  
You will not be able to change your application data after you click on “send” button.

上傳書面審查資料  
Upload materials for  
review

1. 請依系統指示分別上傳書面審查資料。  
Please upload materials for review as dictated by the application platform.

2. 書審資料上傳完畢後請按「儲存」，確認後請按「送出」。  
Please click on “save” as soon as you are finished with uploading materials. Click on “send” once everything has been confirmed.

※應上傳繳交書審資料請詳見簡章第 9 頁。

Refer to page 9 on this brochure for the list of materials you are required to send for review.

確認報名狀態  
Check application status

1. 請至「報名情形總覽」確認您的報名狀態，未完成者請務必於報名期間內完成網路報名。Please check your application status at the “Application Status” page. If you have not completed with your application, make sure you do so online before deadline.

2. 請確認您的書審資料已確實上傳並送出。  
Double check if your materials for review have been uploaded and sent.

## 一、招生系所資訊 Department Admissions Information

1. 修業期限：日間部二年制學士班。

Minimum Year of study: 2.5-year bachelor program

2. 招生班別及名額 Departments and number of student intake:

修業期限 Minimum Year of study	系所/專班名稱 Department & Program	授課語言 Language of instruction	招生名額 Number of student intake
二年制學士班 2.5-year Bachelor	冷凍空調與能源系國際學生產學合作專班 <b>Industry-Academia Collaboration Program of Refrigeration , Air-Conditioning and Energy Engineering</b>	中文教學 Mandarin Chinese as a medium of instruction	40 名 40 Students

3. 招生方式：採申請入學方式辦理。

Admission Method: By application

4. 申請方式：一律採網路線上申請 (<https://appls.ncut.edu.tw/ibpiuc/Entry>)。

Application Method: Applications must be done online.

<https://appls.ncut.edu.tw/ibpiuc/Entry>.

5. 修業方式：

- 依該計畫專班上課模式，於修業期限內完成學校所需修習之課程及畢業學分數。
- 本專班第一、二及第三學期於校內修課(1.5 年在校修課)；第四及第五學期提供校外實習必修及選修課程(1 年在校外實習)，合計修業年限為 2.5 年。
- 。

Course Study:

- Student must follow the requirements of the program and finish all courses and credits within his/her study timeframe.
- Students study on campus during the first academic year and the first semester of the second academic year (1.5 years learning on campus); from the second semester of the second academic year to the first semester of the third academic year, required and elective off-campus internship courses will be arranged (1 year interning off campus). 2.5 years for study in total.

6. 畢業應修學分數：

➤ 冷凍空調與能源系國際學生產學合作專班: 72 學分

Minimum credits required for graduation:

- Industry-Academia Collaboration Program of Refrigeration , Air-Conditioning and Energy Engineering : 72 credits

7. 畢業門檻：學生須於畢業前取得華語文能力證書至少 Level 2 等級。

Graduation Thresholds: Student must obtain TOCFL level 2 or above before graduation.

## 二、申請資格 Application Eligibility

申請人須符合「外國學生來臺就學辦法」規定：

An applicant must satisfy the requirements set by the "Regulations Regarding International Students Undertaking Studies in Taiwan" (Regulations):

1. 具外國國籍且未曾具有中華民國國籍，符合下列規定者，得依本辦法規定申請入學：

A person of foreign nationality who has never held Republic of China ("R.O.C.") nationality and who meets the following requirements is permitted to apply for admission to an educational institution, in accordance with the provisions of these Regulations:

(1)未曾以僑生身分在臺就學。

The person has never undertaken studies in Taiwan as an overseas Chinese student.

(2)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。

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

2. 外國學生之國籍限東協十國、南亞六國及紐澳等新南向國家。

International students only include those from ten ASEAN nations, six nations from South Asia, and Australia and New Zealand.

3. 具外國國籍並符合下列規定，且最近連續居留海外六年以上者，亦得依本規定申請入學。(計算至 2025 年 8 月 1 日)。(外國學生來臺就學辦法第 2 條)

A person of foreign nationality who meets the following requirements and who in the immediate past has resided overseas continuously for at least six years is also permitted to apply for admission to an educational institution, in accordance with these Regulations. (as of August 1, 2025):

(1). 申請時兼具中華民國國籍者，應自始未曾在臺設有戶籍。

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

(2). 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(計算至 2025 年 8 月 1 日)。

A person who before the time of their application also held dual R.O.C. nationality but no longer does at the time of their application shall have renounced their R.O.C. nationality with the approval of the Ministry of the Interior on a date at least eight full years before making their application. (as of August 1, 2025).

(3). 前二款均應符合前項第一款及第二款規定。

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

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，經教育部核准，得不受前二項規定之限制。

According to education collaboration agreements, foreigners recommended by foreign governments, institutions, or schools to study in Taiwan who have never registered households in Taiwan are free from the preceding two paragraphs' restrictions, upon the approval from the Ministry of Education.

4. 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(計算至 2025 年 8 月 1 日)。(外國學生來臺就學辦法第 3 條)

An applicant of foreign nationality, who is eligible for permanent residence in Hong Kong or Macao, who has never had household registration in Taiwan, and who at the time of their application has resided in Hong Kong, Macao, or elsewhere overseas continuously for at least six years may apply for admission in accordance with the provisions of these Regulations. (as of August 1, 2025). (Article 3 of the Regulations)

5. 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(計算至 2025 年 8 月 1 日)。(外國學生來臺就學辦法第 3 條)

A person who was formerly from the Mainland Area and who has foreign nationality and has never had household registration in Taiwan, and who at the time of their application has resided overseas continuously for at least six years may apply for admission to an educational institution, in accordance with the provisions of these Regulations. (as of August 1, 2025) (Article 3 of the Regulations).

上述所稱海外，指東協十國、南亞六國及紐澳等新南向國家或地區；所稱連續居留，指外國學生每曆年在國內停留期間合計未逾一百二十日。連續居留海外採計期間之起迄年度非屬完整曆年者，以各該年度之採計期間內在國內停留期間未逾一百二十

日予以認定。但符合下列情形之一且具相關證明文件者，不在此限；其在國內停留期間，不併入海外居留期間計算：

The term overseas in the preceding subparagraphs denote new southbound nations or regions, including ten ASEAN countries, six South Asian countries, Australia, and New Zealand. The term consecutive residency denotes that a foreign student's stay in Taiwan does not exceed in total of 120 days per calendar year. If the beginning or the end of consecutive residency overseas does not fall within a complete calendar year, then the duration shall be counted according to the fact that the student does not exceed his/her stay of 120 days in Taiwan during the counted duration for the given year. This, however, does not apply to the following conditions, where appropriate documents of proof are provided. In such case, the residency length of stay shall not be counted toward his/her stay of overseas residency:

- (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。The student attended an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the Ministry of Education.
- (2). 就讀教育部核准得招收外國學生之各大專院校華語文中心，合計未滿二年。The student spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas.
- (3). 交換學生，其交換期間合計未滿二年。The student spent a total period of less than two years in Taiwan as an exchange student.
- (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。The student spent a total period of less than two years undertaking an internship that they came to Taiwan to undertake with the approval of the designated central competent authority.

6. 外國學生依上開規定申請來臺就學，以一次為限。(外國學生來臺就學辦法第4條) An international student applying to study at an educational institution in Taiwan in accordance with the provisions of the two previous articles is limited to only applying once. (Article 4 of the Regulations)
7. 外國學生須符合教育部採認之高級中等以上學校畢業，或具有與我國學制相當之同等學力資格(依大學辦理國外學歷採認辦法第六條第一款第六項：以專科學校畢業學歷或具專科學校畢業同等學力進修學士學位者，累計修業時間至少須滿十六個月。)。Foreign students must be at least a high school graduate from schools accredited by the Ministry of Education, or possess academic qualifications equivalent to the education system in Taiwan (According to Article 6, Clause 1, Item 6 of the Regulations for Recognition of Overseas Academic Credentials by Universities: Those who have graduated from a junior college or have equivalent qualifications to junior college graduates and wish to pursue a bachelor's degree must have a cumulative study period of at least sixteen months.) .

(教育部外國大學參考名冊查詢系統:<https://reurl.cc/main/tw>)  
(Search here for the foreign university list, announced by the Ministry of Education, as reference: <https://reurl.cc/main/tw>)

### 三、申請流程 Application Procedure

1. 鳥報名期間：自 2025 年 5 月 13 日~2025 年 6 月 01 日止。  
Early-bird Application Period : From May 13, 2025 – June 1, 2025.
2. 一般報名期間：自 2025 年 6 月 02 日~2025 年 7 月 4 日止。

**General application period :** From June 2, 2025 – July 4, 2025.

3. **報名方式**：請至報名系統填寫線上申請，並上傳相關表件，完成線上報名程序後，系統會自動發送報名完成電子郵件通知，請確認您所登錄的電子信箱可確實收件。  
Application Method : Please apply at the application platform, fill out your information and upload documents. As soon as you are finished with online application procedure, the system will automatically send you an email notifying you have completed the application. Please make sure you can receive emails with the email address you registered with.
4. **報名系統網址**：<https://appls.ncut.edu.tw/ibpiuc/Entry>  
**Application platform website** : <https://appls.ncut.edu.tw/ibpiuc/Entry>
5. **報名費用**：外國學生申請入學，免收報名費。  
**Application fee** : No application fees for foreign student applicants.
6. **申請文件**：申請人請依系統指示上傳檔案(依報名系統上所要求之格式)，如下：  
**Required documents** : The applicant shall upload the following documents to the application platform (the documents shall follow the specified formats):
  - (1). **入學申請表(線上填報)**：  
Application form (must be done online) :  
請於報名系統填寫資料時，上傳兩吋彩色正面脫帽半身近照。報名時請務必登錄有效資料，以免自身權益受損。填寫完畢系統將自動產出申請表。  
Please upload two-inch color hatless, front-facing photo showing the upper part of your body when you fill out the information at the application platform. Make sure you fill out valid information to ensure your own rights. Your application form will be generated automatically after filling online.
  - (2). **護照或當地國身分證明文件 1 份**：Copy of passport or identity card at local country:  
請繳交護照影本或或當地國身分證明文件文件。如有外僑居留證者，需繳交居留證影本 1 份。符合教育部「外國學生來臺就學辦法」第 2 條具外國國籍且(曾)兼具中華民國國籍之規定者，需另繳近 6 年出入境紀錄、未設戶籍具結書、喪失中華民國國籍許可證明書或其他證明文件。  
Please submit a copy of your passport or proof of nationality. If you have an Alien Resident Certificate, submit one copy of the certificate. If you have dual nationalities, possessing ROC nationality and other foreign nationality(-ies), as stated in Article 2 of the Regulations Regarding International Students Undertaking Studies in Taiwan, you need to submit entry/exit record over the past 6 years, an affidavit that you have not registered household in Taiwan, a document proving you have been approved of losing ROC nationality, or other proof documents.
  - (3). **學歷證明文件 1 份(中、英文以外之語文，加附由畢業學校或政府機關認可之中文或英文譯本為佳)**：  
One diploma of highest education level and official transcripts (if the transcript is in a language other than Chinese or English, it is recommended that you attach an additional Chinese or English translation given by the school you graduated from or approved by the government):
    - A. **高中及高等專科學校(含)以上畢業學歷證明文件影本**，至遲於註冊報到時繳交。  
Copy(-ies) of your high school and junior college (or above) academic transcript(s). Submit it (them) no later than you enroll.
    - B. **繳交由原修業學校提出之外國學校最高學歷或同等學歷證明文件**，若本校對於申請文件認定有疑義時，得要求補繳經駐外使館處驗證之證明文件。  
Submit your highest academic education record overseas or equivalent

academic qualifications, provided by the school where you studied. If the University has doubts on the application documents, it has the right to ask the applicant to resubmit proof documents notarized by the embassies/official representative offices overseas.

C. 取得入學許可後，於辦理報到時，需繳交台灣駐外單位、代表處或其他經外交部授權機構驗證之畢業證書（認證章正本及影本），始得註冊入學。Upon receiving offer of admission, you are required to submit, at the check-in day, your graduate certificate (notarized copies) notarized by official outposts, representative offices, or agencies authorized by the Ministry of Foreign Affairs to be able to proceed with registration.

(4). 歷年成績單 1 份(中、英文以外之語文，加附由畢業學校或政府機關認可之中文或英文譯本為佳)：  
Provide one academic transcript showing all the scores over the past years (if the transcript is in a language other than Chinese or English, it is recommended that you attach an additional Chinese or English translation given by the school you graduated from or approved by the government):

A. 高等專科學校 2.5 年或高專 3 年歷年成績單影本(高專 2.5 年至少含高專第 1 至第 4 學期之成績、高專 3 年至少含高專第 1 至第 5 學期之成績)及高中三年歷年成績單影本。  
Copy of the transcript for 2.5 years of study at a higher vocational college or 3 years at a higher vocational college (for 2.5 years, it should include grades from the 1st to the 4th semester, and for 3 years, it should include grades from the 1st to the 5th semester), and a copy of the transcript for three years of high school.

B. 本校對於申請文件認定有疑義時，得要求補繳經駐外使館處驗證之證明文件。  
If the University has doubts on the application documents, it has the right to ask you to resubmit proof documents notarized by the embassies/official representative offices overseas.

C. 取得入學許可後，於辦理報到時，需繳交台灣駐外單位、代表處或其他經外交部授權機構驗證之成績單（認證章正本及影本），始得註冊入學。Upon receiving offer of admission, you are required to submit, at the check-in day, your transcript (notarized copies) notarized by official outposts, representative offices, or agencies authorized by the Ministry of Foreign Affairs to be able to proceed with registration.

(5). 語言證明文件：  
Language Ability Certificate  
具華語文能力測驗(TO CFL)A1 級(入門級)以上能力證明影本或經本校語言中心實施華語文鑑測合格者。  
Provide Language proficiency level 1 Test of Chinese as a Foreign Language (TO CFL) or passed the Test of Chinese as a Foreign Language by Language Center.

(6). 自傳 1 份(必繳文件)(中文或英文 300 字-1000 字)。(附件 2)  
Submit one piece of your autobiography (non-mandatory) (300 to 1,000 words in Chinese or English). (Attachment 2)

#### 四、甄審方式 Screening and Review

##### 1. 評分方式：

Evaluation method:

(1) 甄審成績：採面試成績(40%)及書審資料成績(60%)，擇優錄取。

Screening score: interview (40%) and document review (60%). Selection is based on merit.

(2) 面試係指 (A)指派面試委員親赴各國面試、(B)遠距視訊面試。

Interview Method:(A) Interview in person by interview commissioners (B) Online interview

(3) 經開班系審定通過不須參加視訊面試者，得直接進入推薦錄取名單。

The department may decide to skip interviews; in such case, the applicant may directly be recommended for admission.

(4) 因傳染病影響或特殊情況，暫時無法親赴各國面試，故改採線上視訊面試。

Due to the pandemic of infectious disease or special circumstance, the onsite interview will be adopted to online interview.

## 2. 錄取標準：Acceptance Criteria

(1) 由本專班招生委員會依甄審總成績擇優錄取，餘列備取。依最終錄取結果，公告最低錄取標準。

Students are to be admitted or put on waiting list according to their screening and interviews scores judged by the Admissions Committee. Lowest criteria standard will be announced based on the actual admission results.

(2) 正取生有缺額時，由備取生依序遞補至多到核定招生名額數為止。

Admission vacancies may be filled by students on the waiting list until reaching the required admission target.

(3) 本校得視成績採不足額錄取，正取生錄取不足額時，不列備取生。

The University reserves the right to accept fewer numbers of students than targeted based on scores. If the admitted number of students is far smaller than the admission target, there will be no places for waiting list.

(4) 每班最終錄取學生人數低於 25 名時，不予開班。

The program will not run unless there are more than 25 students enrolled.

(5) 甄審成績相同時，比序如下：

When two or more students have the same screening and interview scores, they will be judged and compared with the following criteria, in sequential order:

A. 最高學歷歷年成績。

The highest academic scores over the past few years.

B. 由開班系召開甄選小組會議，必要時再次視訊面試

The recruiting department will hold a screening and interview team meeting to discuss the matter, and will hold video meeting if necessary。

## 五、寄發錄取通知書 Sending Acceptance Letter

1. 本校將以電子郵件寄發錄取(含有條件錄取)通知書。

Acceptance letters (including conditional acceptance letters) will be sent by emails.

工作項目 Schedule of Events	日期 Date
寄發確定就讀具結書及錄取(含有條件錄取)通知書 Sending Affidavit of Agreeing to Study at the University & Acceptance letters (including conditional acceptance letters)	2025 年 8 月 01 日~2025 年 8 月 05 日 August 1, 2025 – August 5, 2025
備註 Remarks	※「啟動備取生遞補正取程序」及「寄發確定就讀具結書及錄取(含有條件錄取)通知書」得視甄審作業時間遞延或提前。 “Initiation of replacement procedure with students on waiting list; emailing Acceptance Letters (including Conditional Acceptance Letters) & Affidavit of Agreeing to Study at the University” may be postponed or advanced according to interview schedules.

※因應傳染病或特殊情況，線上報名及甄審時間可能推遲，公告錄取名單、寄發錄取通知、協助辦理簽證等時間亦將連帶延後。

Due to the pandemic of infectious disease or special circumstance, the date of application, screening and reviewing, assistance with visa application and airport pick-up service might be delayed. Consequently, other related work might also be postponed.

2. 錄取生線上報到：簽署「確定就讀具結書」攸關學生權益，請將附件 3 確定就讀具結書填妥並親筆簽名，依本校電子郵件內所訂期限回傳至 [int-program@ncut.edu.tw](mailto:int-program@ncut.edu.tw)，逾期視同放棄錄取資格，不得異議。

Signing “Affidavit of Agreeing to Study at the University” is critical in terms of a student’s rights. Please fill out and sign the “Affidavit of Agreeing to Study at the University” in attachment 3 and emailing the affidavit to [int-program@ncut.edu.tw](mailto:int-program@ncut.edu.tw) by the deadline mentioned in the letter from School, or it will be regarded as forfeiture of admission, and no objections may be raised.

## 六、報到及註冊入學 Check-in and Registration

1. 錄取生須至本校國際事務處辦理報到手續。

Admitted students need to check-in at the Office of International Affairs.

2. 錄取生應依錄取通知規定辦理註冊手續，註冊時應繳交下列文件，未繳交者不得註冊入學：

Admitted students shall register as required on the offer letter. The following documents need to be submitted when registering; no registration will be allowed if the student fails to submit these documents.

- (1) 護照（正本驗畢發還）及中華民國簽證頁影本 1 份。

A copy of passport (original passport will be checked and returned) and the page showing ROC visa.

- (2) 學歷證明文件正本或同等學歷證明文件正本 1 份（經學歷授予學校所在地之中華民國駐外館處或相關規定單位驗證正本 1 份；若學歷證明文件為臺灣學校所授予，則不需經由駐外機構驗證）。

One original academic record or equivalent academic record (one original document notarized by ROC embassy/representative office or relevant offices; notarization is not necessary if the academic record document is issued by a Taiwanese school).

- (3) 最高學歷歷年成績單正本 1 份（經成績單授予學校所在地之中華民國駐外館處或相關規定單位驗證正本 1 份；若成績單為臺灣學校所授予，則不需經由駐外機構驗證）。

Original academic score transcript covering all semesters of the students highest academic qualification (one original document notarized by ROC embassy/representative office or relevant offices; notarization is not necessary if the academic record document is issued by a Taiwanese school).

- (4) 財力證明書：Financial statement

- A. 最近 3 個月內經金融機構開具（至少美金 1 千元），或政府、大專校院或民間機構提供全額獎助學金之證明。

Provide a financial statement issued by a financial institution within the last 3 months (showing a balance of at least 1,000 USD), or provide proof of full scholarship issued by the government, the university, or private institutions.

- B. 申請學生財力證明，審核條件為：須經銀行等金融機構開立存款證明，財力證明不限活期存款或定期存款。財力證明若由本人名義開立，必須有銀行蓋章證明，若由父母親名義開立，則必須再加附公證證明文件，但若有政府、大專校院或民間機構提供全額獎助學金之證明者則免附。

Review criteria for the financial statement provided by the applicant student: The

statement must be issued by a bank or a financial institution; the statement is not limited to demand deposit or certificate of deposit. If the statement is issued by the student, such statement must be stamped by the bank; if the statement is issued by the student's parents, such statement must be accompanied by a notarized document. No notarized document is necessary if the student can provide full scholarship statement issued by the government, university, or private institutions.

(5) **健康檢查證明書** : Health check statement:

A. 最近 6 個月內醫院出具。

Needs to be issued by a hospital within the past 6 months.

B. 可於確定錄取後、報到註冊時繳交，未能繳交者將取消其錄取資格。健康檢查不合格者，依「入出國及移民法」、「外國人停留居留及永久居留辦法」等相關規定辦理。

Can be provided after admission is confirmed and upon registration. Failure to provide a health check statement will see the applicant's admission being canceled. Students with unsatisfactory health status will be dealt with according to regulations such as the "Immigration Act" and "Regulations Governing Visiting, Residency, and Permanent Residency of Aliens".

## 七、其他申請注意事項 Other Important Notes on Application

1. 申請人之中文基礎能力由各系審查時認定之。

The level of the applicant's Chinese language proficiency shall be reviewed by the department independently.

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

If the foreign applicant provides admission documents that are forged, fake, or purposely corrected, his/her admission shall be revoked. If the applicant has already registered for his/her studies, his/her student identification shall be revoked, and no academic certificate will be issued. If such circumstance is found after the student has graduated, the University shall revoke his/her graduation qualification and have his/her academic certificates annulled.

3. 外國學生來臺就學後，其於就學期間許可在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，喪失外國學生身分，應予退學。

If the foreign student registers household or relocated to local household in Taiwan, naturalizes as ROC citizen or recovers his/her ROC nationality during his studies and loses foreign student status, then he/she shall be expelled from the University.

4. 外國學生經入學以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學者，不得再申請入學，如違反此規定並經查證屬實者，撤銷其入學資格或開除學籍。

Any foreign student who is expelled from the University due to having failed grades in ethics or academic performances, or having received criminal sentences shall not be allowed to apply for admission again. Those deemed as violating such clause after investigation will have their admission qualification or student identification revoked.

5. 外國學生註冊時，新生應檢附已投保自入境當日起至少 6 個月效期之醫療及傷害保險，在校生應檢附我國全民健康保險等相關保險證明文件。前項保險證明如為國外所核發者，應經駐外館處驗證。

Upon registration, new foreign students shall provide proof of medical and injury insurance covering at least six months from date of entry to Taiwan. Those already studying in school shall provide proof of insurance, such as Taiwan's National Health Insurance. If the aforementioned proof documents are issued by a foreign entity, they must be notarized by ROC embassies or representative offices.

6. 外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；逾

期取消錄取資格。If the time of registration by a foreign student has not exceeded 1/3 of the first semester, he/she shall be admitted to the University at the same semester. Admission will be canceled if registration is overdue.

7. 本校為鼓勵本專班就學之國際學生，訂有國際專班外籍學生助學金設置要點。相關資訊請至本校網頁查詢。

To encourage international students studying in this program, the University has drawn up "Directions for Provision of Stipend for Foreign Student in International Bachelor Program". Please refer to the University's website for more details.

8. 所有申請文件一概不退還，請自行保留備份。

All submitted documents will not be returned. Please make and keep copies.

9. 本校辦理招生，需依個人資料保護法規定，取得並保管考生個人資料，在辦理招生事務之目的下，進行處理及利用。本校將善盡善良保管人之義務與責任，妥善保管考生個人資料，僅提供招生相關工作目的使用。凡報名本招生者，即表示同意授權本校，得將自考生報名參加本招生所取得之個人及其相關成績資料，運用於本招生事務使用，並同意提供其報名資料及成績予(1)考生本人、(2)辦理新生報到或入學資料建置。

The University's admission follows Personal Information Protection Act in obtaining and keeping the applicant's personal data as well as further processing and using such data for admission purposes. The University will, in its best effort, to assume the obligations and responsibilities as data keeper and make sure the applicant's personal data are properly stored, and such data will only be used for admission-related purposes. Anyone who applies for admission is seen as agreeing to authorize the University to take his/her personal data and scores that he/she provides to the University during application and use such data and scores for admission purposes. He/she is also seen as agreeing to provide his/her application data and scores for admission data-building that includes (1) the applicant's data and (2) new student check-in or admission data.

10. 參加本招生考生對甄審結果如有疑義，得填寫「外國學生申請入學考生申訴書」(申訴書格式詳見附錄)，於錄取名單公告後 30 日內以書面敘明具體事由並檢具佐證資料向本校招生委員會提出，由本校依相關規定處理；未具名之申訴案件不予處理。

If the applicant is in doubt with the screening and interview results, he/she may fill out and file an "International Applicant Admission Appeal Letter" (refer to appendix for format) with detailed facts and reasons, as well as supporting documents, within 30 days after the admission result has been announced, to the University's Admission Committee. Such case will be handled by the University according to regulations. Appeal cases cannot be anonymous. Anonymous cases will not be processed.

11. 本簡章中文版與英譯版語意有所差異時，依中文版為主。如有未盡事宜，依相關法規及本校招生委員會決議辦理。

In case a difference arises between Chinese version brochure and English version brochure, the Chinese version of the admission brochure serves as final guidance. Matters not mentioned in this brochure shall be dealt with according to laws and regulations, as well as resolutions passed by the University's Admission Committee.

※申請本專班就讀之外國學生，應備文件及相關規定應以中華民國教育部網站公布之最新「外國學生來臺就學辦法」之規定為準，請申請者隨時查閱教育部網站。

(網址：<http://edu.law.moe.gov.tw/LawContent.aspx?id=FL009279#lawmenu> )

**The latest Regulations Regarding International Students Undertaking Studies in Taiwan, published on the website of the Ministry of Education, ROC, serves as primary guidance for international students who are applying to study in this program, indicating the documents that the applicant shall provide and what rules the applicant must follow. Please make sure that you browse the website from time to time (<http://edu.law.moe.gov.tw/LawContent.aspx?id=FL009279#lawmenu>).**

## 八、實用資訊 Practical Information

### 1. 學雜費收費標準 Tuition and fees

下表本年度每學期學雜費收費標準供參考用，幣別為新臺幣，實際依當年度收費標準公告為準。（<https://info.ncut.edu.tw/var/file/47/1047/img/741/545591231.pdf>）

The following chart is a reference for tuition and fees per semester. Prices are in New Taiwan Dollars. Actual tuition and fees may differ; refer to announcement at every given year.（<https://info.ncut.edu.tw/var/file/47/1047/img/741/545591231.pdf>）

學制 Type of program		冷凍空調與能源系/電子工程智慧機器人組 國際學生產學合作專班 Industry-Academia Collaboration Program of Refrigeration , Air-Conditioning and Energy Engineering / Electronic Engineering, faculty of Intelligent Robot
學士班 Bachelor program	學費 Tuition	NT\$32,970 (US\$999)
	雜費 Miscellaneous Fees	NT\$21,088 (US\$639)
	學雜費(合計) Tuition and fees (Total)	NT\$54,058 (US\$1,638)
備註 Note	本專班第一學期免學雜費，每學期審查前一學期學業及操性成績及格且遵守學校規定，經審查通過且完成註冊者，第二學期免收學雜費。倘若第二學期結束前，未通過華語文能力(TOCFL) Level 2 (A2)以上等級，將予以退學。  Tuition and Miscellaneous fees will be 100% waived for the first semester. If students successfully pass all the subjects and the conduct grade in the last semester and conform to the school rules, fees will be 100% waived for the second semester after the examination of the committee board. If students haven't passed Language proficiency level 2 Test of Chinese as a Foreign Language (TOCFL) after the second semester, Tuition and Miscellaneous fees for the third semester would be expelled from school.	

### 2. 每學期花費估計 An estimate of expenses for each semester ( per 6 months)

包含住宿費、餐費、保險費、網路費等，僅供參考。所有費用以新臺幣為準，美金僅為概算(1 美金=33 新臺幣)。

Including accommodation, meals, insurance, and internet fees (for reference only). All fees are in New Taiwan Dollars. Exchange rate is only an estimate (1 USD=33 NTD).

項目 Item	費用 Fee	備註 Remark
學雜費 Tuition & Miscellaneous fees	54,058 NTD /semester	本專班第一學期免學雜費，每學期審查前一學期學業成績及格且是否遵守學校規定，經審查通過且完成註冊者，第二學期免收學雜費。倘若第二學期結束前，未通過華語文能力(TOCFL) Level 2 (A2)以上等級，將予以退學且第三學期不予補助學雜費。  Tuition and Miscellaneous fees will be 100% waived for the first semester. If students

項目 Item	費用 Fee	備註 Remark
		successfully pass all the subjects and the conduct grade in the last semester and conform to the school rules, fees will be 100 waived for the second semester after the examination of the committee board. If students haven't passed Language proficiency level 2 Test of Chinese as a Foreign Language (TOCFL) after the second semester, Tuition and Miscellaneous fees for the third semester would not be waived, also would be expelled from school.
團體健康保險費 Group Health Insurance	<b>3,600 NTD /six months</b> (600 NTD/month)	抵臺後前 6 個月，每月新臺幣 600 元，共 6 個月；費用報到時繳交。 First 6 months when arriving at Taiwan. 600 NTD per month (six months in total). Student should pay it when arrival.
健康保險費 National Health Insurance (NHI)	<b>4,956 NTD /six months</b> (826 NTD/month)	學生來臺居留滿 6 個月後，每月新臺幣 826 元；費用每學期繳交。 After residing for 6 months in Taiwan, NHI is 826 NTD per month, student should pay it by semester.
平安保險費 Student Safety Insurance	<b>350 NTD /semester</b>	每學期繳交 Per semester
網路使用費 On-campus Internet Usage	<b>320 NTD /semester</b>	每學期繳交 Per semester
宿舍費 Dorm Fee	<b>11,500 NTD / semester</b>	此費用為第一學年入住學校宿舍之收費；第二學期起依校外租屋標準而定。 Dorm Fee is only for the first school year living in school, the dorm fee from the second school year is on a basis of off-campus rental criteria..
宿舍水電費 Water & Electricity Bill ( Prepaid)	<b>4,000 NTD</b>	此為預繳費用，與宿舍費同時繳交，並於每學期末計算實際水電費，多退少補。 The fee will be circulated by the exact utility bill at the end of each semester. There will be a refund for any overpayment or a supplemental payment for any deficiency.
宿舍網路使用費 Dormitory Internet Fee	<b>225 NTD / semester</b>	每學期繳交 Per semester
居留證申辦費 ARC Application	<b>1,015NTD/year</b>	每年申辦一次 Per year
銀行開戶費 Bank Account Opening	<b>1,000 NTD</b>	費用將存至學生個人帳戶 1000 NTD will be deposited into the account.
新生體檢費 Medical Check-up for Freshmen	<b>580 NTD</b>	只有新生剛入學時需體檢 Only for freshman in the first semester
工作證費 Work Permit	<b>100 NTD /semester</b>	1.有工讀需求者，須申辦工作證。 Work permit is necessary for having a part-time job. 2.學期間，每週工讀時數至多 20 小時，且結束時間不得超過晚上 10 點。 20 hours at most per week for working during the semesters and cannot finish the time over 10 pm.

項目 Item	費用 Fee	備註 Remark
書籍費 Textbooks	<b>3,000 NTD /semester</b>	此為每學期預估花費 Estimated expenses for each semester.
生活費 Life expenses	<b>48,000~60,000 NTD/six months</b> (8,000~10,000 NTD/month)	此為每六個月預估花費 Estimated expenses for six month.

### 3. 奨助學金 Scholarships and financial assistance

#### (1) 「入學助學金」 Admission Stipend

- 新生完成註冊者，第一學期每人 10,125 新台幣(約美金 307 元)。  
10,125 NTD (about 307 USD) will be given to new students that have completed registration in the first semester.
- 學業及操性成績及格且遵守學校規定，經本校審查通過者且完成註冊者，第二學期每人 10,125 新台幣(約美金 307 元)。  
10,125 NTD will be given to students who follow the school's regulations, and having passed reviews by the University.

#### (2) 「全額學費獎學金」 Full scholarship

- 學業及操性成績及格且遵守學校規定，經本校審查通過且完成註冊者。  
Given to students who follow the school's regulations, and having passed reviews by the University.
- **第一學期至第二學期免收學雜費。**(第二學期結束前應通過華語文能力(TOCFL) Level 2 (A2)等級以上。)  
Tuition for the first to second semester will be 100% waived. (Students should pass Language proficiency level 2 Test of Chinese as a Foreign Language (TOCFL) or above before the end of the second semester.  
Language proficiency level 2 Test of Chinese as a Foreign Language (TOCFL) must be passed by the beginning of the third semester.)
- 倘若第二學期結束前，未通過華語文能力(TOCFL) Level 2 (A2)以上等級，將予以退學且第三學期不予補助學雜費。  
If students haven't passed Language proficiency level 2 Test of Chinese as a Foreign Language (TOCFL) after the second semester, Tuition and Miscellaneous fees for the third semester would not be waived, also would be expelled from school.

#### (3) 「實習津貼」 Internship allowance

- 經實習合作廠商認定媒合成功者，將安排校外實習課程。若實習媒合未成功或無法完成實習課程者，將安排無實習津貼之校內專業科目授課。  
Students are successfully matched by the internship company will arrange off-campus internship courses. If students fail to be matched or cannot complete the off-campus internship courses, they will be arranged to study on-campus professional courses without internship allowance.
- 產業實習成績及格且遵守學校規定，經審查通過者。  
Given to students who have passing grades from industrial internships, follow the school's regulations, and having passed reviews by the University.
- **第四及第五學期提供校外實習課程，參照本國勞動基準法規定，提供到產業實習的學生每小時不低於法定基本時薪的實習津貼。**  
Off-campus internship courses are provided from the fourth semester to the five Off-campus internship courses are provided from the fourth to the fifth semester. In accordance with the national Labor Standards Act, an internship allowance

of no less than the statutory minimum hourly wage is provided to students participating in industry internships.

(欲了解各專班是否有增額獎學金的訊息，請參閱各專班之網頁。

Please check the program's website to see if each program has its own additional scholarships.)

#### 4. 學雜費退費基準表 Refund Policy

學生休、退學時間 Time of student suspension and withdrawal	學費、雜費退費比例 Tuition and miscellaneous fee refund rate	備註 Remark
一、 註冊日（包括當日）前申請休退學者。 Apply for suspension or withdrawal before the registration date (inclusive)	免繳費，已收費者，全額退費。 No payment required; full refund for those charged.	
二、 於註冊日之次日起至上課(開學)日之前一日申請休、退學者。 Apply for suspension or withdraw on the following day of registration date to the day before the first day of classes.	學費退還三分之二，雜費全部退還。 Tuition fees are refunded by two thirds and miscellaneous fees refunded in full.	其採學分學雜費或學雜費基數核算者，退還學分費全部、學雜費基數（或學分學雜費）三分之二。 If the credit and miscellaneous fee or basic tuition fee is calculated, the full credit fee and two thirds of the basic tuition fee(or credit and miscellaneous fees) will be refunded.
三、 於上課(開學)日（包括當日）之後而未逾學期三分之一申請休、退學者。 Apply for suspension or withdrawal from the first day of classes (inclusive) but not exceed one third of the semester.	學費、雜費退還三分之二。 Two thirds amount of tuition and miscellaneous fees is refundable.	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數(或學分學雜費)各三分之二。 If the credit and miscellaneous fee or basic tuition fee is calculated, two thirds of the credit fee and two thirds of the basic tuition fee (or credit and miscellaneous fees) will be refunded.
四、 於上課(開學)日（包括當日）之後逾學期三分之一，而未逾學期三分之二申請休、退學者。 Apply for suspension or withdrawal from the first day of classes (inclusive), exceeds one third of the semester	學費、雜費退還三分之一。 One third amount of tuition and miscellaneous fee is refundable.	其採學分學雜費或學雜費基數核算者，退還學分費、學雜費基數（或學分學雜費）各三分之一。 If the credit and miscellaneous fee or basic tuition fee is calculated, one third of the credit fee and one third of the basic tuition fee (or credit and miscellaneous fees) will be refunded.

and yet two thirds of the semester.		
五、於上課（開學）日（包括當日）之後逾學期三分之二申請休、退學者。 Apply for suspension or withdrawal from study after two thirds of the semester after the first day of classes (inclusive).	所繳學費、雜費，不予退還。 Tuition and miscellaneous fees paid is not refundable.	
<b>備註 Remark:</b>		
<p>一、表列註冊日、上課（開學）日及學期之計算等，依本校正式公告之行事曆認定之。 The calculation of the registration date, classes commencing (University opening) date above shall be determined by the calendar officially announced by the University.</p> <p>二、學生申請休學或自動退學者，其休、退學時間應依學生（或家長）向學校受理單位正式提出休、退學申請之日為計算基準日；其屬勒令退學者，退學時間應依學校退學通知送達之日為計算基準日。但因進行退學申復（訴）而繼續留校上課者，以實際離校日為計算基準日。 For suspension or voluntary withdrawal applied for by students, the record date for the calculation shall be the application date filed by the student (or parent) for suspension and withdrawal to the University; if the intention is to withdraw from the University, the record date for the calculation shall be the date of delivery of the notice to withdraw from the University. However, if the student continues to study at the University pending an appeal (litigation) over withdrawal, the record date shall be the date of actual departure from the University.</p> <p>三、休、退學之學生應於學校規定期限內完成離校手續；其有因可歸責學生之因素而延宕相關程序者，以實際離校日為計算基準日。 Students who suspend or discontinue their studies shall complete the school leaving procedures within the indicated period. In case of any delays to relevant procedures due to the student's fault, the record date shall be the date of actual departure from the University.</p>		

## 5. 聯絡資訊 Contact information

國際事務處 Office of International Affairs	冷凍空調與能源系 Department of Refrigeration, Air-Conditioning and Energy Engineering
電話 Telephone : +886-4-23924505 分機 Extension : 2198 傳真 Fax : +886-4-2393-9845 E-mail : <a href="mailto:oia@ncut.edu.tw">oia@ncut.edu.tw</a> 網址 Website: <a href="https://oia.ncut.edu.tw/">https://oia.ncut.edu.tw/</a> Facebook: <a href="https://www.facebook.com/oia.ncut">https://www.facebook.com/oia.ncut</a>	電話 Telephone : +886-4-23924505 分機 Extension : 8241 傳真 Fax : +886-4-2393-2758 E-mail : <a href="mailto:raoffice@ncut.edu.tw">raoffice@ncut.edu.tw</a> 網址 Website : <a href="https://rac3.ncut.edu.tw/index.php">https://rac3.ncut.edu.tw/index.php</a>

## 九、招生委員會 Admissions Committee

---

### 國立勤益科技大學外國學生專班招生委員會組織規程 National Chin-Yi University of Technology Regulations on the Organization of International Student Program Admission Committee

108 年 6 月 3 日外國學生專班第 1 次招生委員會決議訂定

Formulated according to the resolutions passed by the International Student Program Admission Committee, 1<sup>st</sup> session on June 3, 2019

#### 第一條 Article 1

本校為配合教育部新南向政策及推動本校國際化，依據教育部發布「大學辦理招生規定審核作業要點」特組織「國立勤益科技大學外國學生專班招生委員會」(以下簡稱本會)，並訂定組織規程(以下簡稱本規程)。

The “International Student Program Admission Committee” (hereinafter the Committee) is organized according to the “Working Directions for the Reviews of University Admission Rules”, published by the Ministry of Education, with a goal of supporting the Ministry of Education’s New Southbound Policy and extending the University’s international outreach. To this end, the following regulations are formulated (hereinafter the Regulations).

#### 第二條 Article 2

本會置主任委員一人，由校長擔任之，綜理會務；置副主任委員一人，由副校長擔任之，協助主任委員處理會務；置總幹事一人由國際事務處處長擔任之，秉承主任委員指示綜理本會招生事宜及交辦事項；並置委員至少三人，由相關單位主管、相關各系及代表組成。本會會議由主任委員視招生項目，召集相關委員為之。

The Committee shall have one Chairperson, assumed by the President of the University, who shall manage the affairs of the Committee. The Committee shall have one Vice-Chairperson, assumed by the Vice-President of the University, who shall assist the Chairperson manage the affairs of the Committee. The Committee shall have one Executive Secretary, assumed by the Director of the Office of International Affairs, who shall manage the admission affairs and other affairs as instructed by the Chairperson. In addition, the Committee shall have at least three committee members, comprised of head of relevant units, departments, and representatives. Meetings of the Committee, as well as relevant committee members, are to be convened by the Chairperson according to admission subjects.

#### 第三條 Article 3

本會遵照法令辦理招生事宜，其職責如下：

Admissions are carried out by the Committee according to the laws and regulations. The duties of the Committee include the following:

(一)審議招生簡章及有關招生事務章則、辦法。

To review admission brochures as well as admission guidelines and regulations.

(二)審議收支預算表，並決定人力及經費之分配運用。

To review balance sheets and budgets and decide on allocation of human resources and funding.

(三)訂定招生工作事項及日程。

To formulate tasks and schedules related to admissions.

(四)決定招生廣告之刊登事宜。

To decide on admission advertising.

(五)決定招生新生名額及錄取標準。

To decide on the number of new student intakes and admission criteria.

(六)辦理有關招生研究改進事項。

To carry out research tasks related to improving admissions.

(七)其他有關招生工作事宜。

To carry out other tasks related to admissions.

#### 第四條 Article 4

各系所辦理各項入學招生，應設置甄選小組，由該系系主任依規定遴選資格符合之教師至少二人組成之，系主任為召集人，辦理訂定該項招生之「申請條件、甄試方式、篩選標準、錄取標準、錄取方式、錄取名額」及相關注意事項等。各甄選小組組織要點由各單位另定之。

A screening and interview team shall be set up when a department is carrying out admission tasks. The team shall be comprised of at least two qualified teachers selected by the dean of that department, while the dean shall serve as the convener. Together they formulate and discuss on issues such as “application criteria, screening and interview methods, screening criteria, acceptance criteria, acceptance methods, and number of students to be admitted.”

The organizational directions for each screening and interview team shall be drawn up by each unit separately.

#### 第五條 Article 5

本會依需要以任務編組方式，辦理各項有關招生入學工作事項及主任委員或總幹事交辦事項。

The Committee shall carry out all tasks related to admission or tasks instructed by the Chairperson or the Executive Secretary in an organizational format as seen fit per mission.

#### 第六條 Article 6

本會開會時，由主任委員擔任主席。主任委員不能出席時，由主任委員指定副主任委員或總幹事擔任之。

The Chairperson serves as the chair of the meeting. In circumstances where the Chairperson cannot preside over the meeting, the meeting shall be presided by the Vice-Chairperson or the Executive Secretary, appointed by the Chairperson.

#### 第七條 Article 7

本會委員及工作人員均為無給職，但得酌給工作津貼。

All Committee members and staffs are non-paid positions. However, work allowance may be given as seen fit.

#### 第八條 Article 8

本會開會時，需有應出席會議委員三分之二以上出席始可開議，並經出席委員二分之一以上同意始可決議。本會委員因故無法出席時，得由代理人代表出席，並進行議決。

Meetings may only begin upon the presence of more than 2/3 of Committee members who are obliged to be present. Resolutions may only be passed upon meeting the preceding criteria and with consent from more than 1/2 of attending members. A Committee member may delegate a proxy to attend meetings if he/she cannot attend, and thereby giving the power to vote to the proxy.

#### 第九條 Article 9

本規程經外國學生專班招生委員會會議通過後實施，修正時亦同。

The Regulations is to be implemented after being passed by the International Student Program Admission Committee. Revisions shall follow the same procedure.

# 附錄 Attachment

## 國立勤益科技大學產學合作國際專班入學申請表 (線上填寫完畢會自動匯出) National Chin-Yi University of Technology Application Form for Industry-Academia Collaboration Special Program

◎申請人須詳細逐項填寫此申請表一式1份

Please complete this application form in detail. You only need to fill in this form once.

◎請用中文或英文正楷填寫

Please write in Chinese or English block letters.

### I. 個個人資料 Personal information

申請人姓名 Name of the applicant			
出生日期 Date of birth	性別 Sex	<input type="checkbox"/> 男 Male <input type="checkbox"/> 女 Female	
國籍 Nationality	出生地 Place of birth	護照號碼： Passport number:	
中華民國國籍 Do you have ROC nationality?		<input type="checkbox"/> 有 Yes	<input type="checkbox"/> 無 No
住址 Address			
電子郵件 Email	Line		
	Facebook		
	WeChat		
電話 Telephone	行動電話 Mobile phone		
緊急聯絡人姓名 Emergency contact person	電話 Phone		
住址 Address			
電子郵件 Email	Line		
	Facebook		
	WeChat		

最近二吋照片  
2-inch photo  
recently taken

## II. 教育背景 Education

學程 Program	高中或高職 High School or Vocational High School	學院或大學 College or University
學校名稱 Name of the school		
學校所在地 School location		
學位 Degree		
畢業日期 Graduation date (預計畢業年度)(or estimated graduation date)		
主修 Major		
語言能力 Language proficiency 英文 English Language	<input type="checkbox"/> 托福 TOEFL: <input type="checkbox"/> 多益 TOEIC: <input type="checkbox"/> 雅思-國際英語測驗 IELTS: <input type="checkbox"/> 其他 Other:	
<u>上傳佐證檔案</u> <u>Upload supporting documents</u>		
語言能力 Languages Ability 中文 Chinese Language	<input type="checkbox"/> 入門級 Level 1/A1 <input type="checkbox"/> 進階級 Level 3/B1 <input type="checkbox"/> 流利級 Level 5/C1 <input type="checkbox"/> 基礎級 Level 2/A2 <input type="checkbox"/> 高階級 Level 4/B2 <input type="checkbox"/> 其他 Other: <input type="checkbox"/> 馬來西亞統考華語成績 Malaysia's Unified Examination Certificate (Chinese score) :	
<u>上傳佐證檔案</u> <u>Upload supporting documents</u>		

### III. 擬申請就讀之專班志願序(得填1-2個志願, 勿重複)

**Which program majors would you apply for at Chin-Yi Tech? (Use 1~2 to indicate your order of preferences)**

選填志願 Choice of priority	專班名稱 Name of program
	冷凍空調與能源系 Department of Refrigeration , Air-Conditioning and Energy Engineering

# 自傳 Autobiography

請以中文或英文扼要敘述個人家庭、學經歷背景等個人簡介。

Please briefly provide us some personal information, such as your family, education, and work backgrounds, in Chinese or in English.

申請人簽章 Applicant's Signature : \_\_\_\_\_

## 確定就讀具結書

### Affidavit of Agreeing to Study at the University

本人 \_\_\_\_\_ 確定就讀國立勤益科技大學 114 學年度冷凍空調與能  
源系國際學生產學合作專班，並已填妥及確認下方資料皆為正確。本人謹此聲明本人所提供之資料均屬完整與真實。本人明白倘若故意虛報資料或隱瞞重要事實，國立勤益科技大學可取消本人之入學資格。

I, \_\_\_\_\_, hereby confirm that I agree to study at National Chin-Yi University of Technology's 2.5-Year Industry-Academia Collaboration Special Program of **Refrigeration** (2025 Fall Semester). I have filled out the following Table 1 and confirm that the information filled out is correct. I declare that all information I provide are complete and truthful. I also understand that intentionally provision of forged or untruthful information, or concealing important facts, may result in my admission being canceled by National Chin-Yi University of Technology.

#### 表格一 Table 1

請依據本身情形，勾選並填寫下列問題 Please tick and fill the following questions

**我已經有護照 I have had Passport.**

◆護照姓名(Full Name on Passport): \_\_\_\_\_

◆護照號碼(Passport No.): \_\_\_\_\_

**護照還在申請中，預計取件日 \_\_\_\_\_ (請填日期)**

**Passport is under making, expected collecting date on \_\_\_\_\_ (Date)**

1. 上方欄位皆為必填資料。All columns above must be filled out.

2. 簽署「確定就讀具結書」攸關學生權益，請將附件 3 確定就讀具結書填妥並親筆簽名，依本校電子郵件內所訂期限內回傳至 [int-program@ncut.edu.tw](mailto:int-program@ncut.edu.tw)，逾期視同放棄錄取資格，不得異議。

**Siging "Affidavit of Agreeing to Study at the University" is critical in terms of a student's rights. Please fill out and sign the "Affidavit of Agreeing to Study at the University" in attachment 3 and emailing the affidavit to [int-program@ncut.edu.tw](mailto:int-program@ncut.edu.tw) by the deadline mentioned in the letter from School, or it will be regarded as forfeiture of admission, and no objections may be raised.**

**通知每位學生獲面試委員推薦錄取的資訊是學生的重要權益，也是標準流程。為了保護備取生的權益，假如推薦錄取生未在期限內 Email 簽署的具結書將喪失錄取資格並由備取生依序遞補。**

**It is considered as every student's important right, as well as a standard procedure, to be notified that he/she is accepted entry to the University by the recommendation and decision of the interviewer. To ensure the rights of students on the waiting list, if the student who has been admitted entry fails to send the signed affidavit by email before deadline, he/she will then no longer be entitled to admission, and his/her place will be replaced by those on the waiting list.**

**立具結書人 This affidavit is signed by : \_\_\_\_\_ (親 筆 簽 章 Signature)**

西元 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日  
(yyyy)/ (mm)/ (dd)

## 具結書 Affidavit

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 declare that I abide by rules stipulated in "Regulations Regarding International Students Undertaking Studies in Taiwan", published by the Ministry of Education, ROC.

2. 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，經查屬實者，本人同意取消入學資格並註銷學籍，並不得申請任何有關之學分證明或畢業證書。

All information I provide (including originals and copies of education history, passport, and other relevant documents) are legal and valid. If, after investigations, such information is deemed as violating rules, forged or altered, I agree that my admission shall be canceled and my student identification revoked, and that I may not apply for any certification on credits or diploma.

3. 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，經查屬實者，本人同意取消入學資格並註銷學籍，並不得申請任何有關之學分證明或畢業證書。

The supporting document(s) of my highest education that I provide (high school graduate diploma shall be submitted for undergraduate program applicants; university degree diploma shall be submitted for master's program applicants; master's degree diploma shall be submitted for doctoral program applicants) are deemed as legal and valid qualifications in the country where I graduated from, and the document(s) that I possess are equivalent to the degrees conferred by respective level of school(s) in the ROC. If, after investigations, such information is deemed as violating rules, forged or altered, I agree that my admission shall be canceled and my student identification revoked, and that I may not apply for any certification on credits or diploma.

4. 本人未曾遭中華民國國內各高中職及大專院校以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學。如違反此規定並經查證屬實者，本人同意取消入學資格並註銷學籍。

I have never been expelled from any high school, vocational high school, college, or university in the ROC due to failed grades in ethics or academic performances, or due to criminal sentences. If, after investigations, such information is deemed as violating rules, forged or altered, I agree that my admission and my student identification be canceled.

5. 本人取得入學許可後，在辦理註冊時，須繳交我國駐外館處、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及成績單(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。

I understand that, upon receiving an offer of admission, I shall submit the original diploma(s) and score transcripts that are notarized (stamped) by ROC embassies/representative offices overseas, by the official institution appointed or established by the Executive Yuan, or by private associations delegated by the Executive Yuan during registration. Entry to the university may be granted only when the preceding requirement is complied. Failure to submit the notarized documents on time will result in my admission being canceled, and that I may not appeal against such decision.

6. 本人若於就學期間在臺初設戶籍登記、戶籍遷入登記、歸化或回復中華民國國籍者，以致喪失國際學生身分，本人接受校方退學之處分。

I understand that if I set up household for first time in Taiwan, relocate my household, naturalize, or recover my ROC nationality during the period of my studies, and that lose my identification as an international student as a result of the preceding causes, I agree to be expelled from school.

7. 簡章中文版與英譯版語意有所差異時，依中文版為主。

In case the English version differs from the Chinese version of the admission brochure, the Chinese version shall serve as the final guideline.

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，於入學後查證屬實者，本人願意接受 貴校註銷學籍處分，絕無異議。

I agree to authorize the University to undertake any investigation necessary against my preceding declarations. If, after investigations, any of my declaration is deemed as untruthful or not in accordance with the rules, I agree that my student identification be canceled, and that I may not appeal against such decision.

申請人簽名 Signature by the applicant \_\_\_\_\_ 日期 Date \_\_\_\_\_

## 授權書 Power of Attorney

國立勤益科技大學於本次招生作業中，授權取得學生之識別類、特徵類、學習經歷類等個人資料作為本校建立名單及招生聯繫之用，並須基於「學生資料管理」之目的，向有意願就讀之錄取學生蒐集其他與就學相關的資料，以供本校於學生求學期間及地區內的必要利用，例如學籍建立、資料管理、教育行政、住宿安排、必要聯繫等。

National Chin-Yi University of Technology is hereby authorized to obtain during the process of current admission any student's personal information related to identification, traits, learning, and past experience for the purpose of making lists and admission contact. The University, based on the purpose of "student information management", will collect other information related to admission on the students who have been accepted and have expressed willingness to study at the University. Such information will be collected for necessary purposes during the period of the student's studies and within geographical confines, such as setting up student identification, information management, educational administration, accommodation arrangement, and necessary contact.

我授權國立勤益科技大學查證我所提供的所有資料。

I hereby agree to authorize National Chin-Yi University of Technology to carry out investigations on all the information I provide.

正楷書寫全名

Print your full name in block letters.

護照號碼

Passport number

出生日期

Date of birth

日期

Date

國立勤益科技大學產學合作國際專班  
外國學生申請入學考生申訴書

National Chin-Yi University of Technology International Bachelor Program  
Letter of Appeal for International Student Admissions

姓名 Name	(中文 Chinese)		
	(英文 English)		
申請系所 Department/Grad uate school you applied for			
申請學位 Degree you applied for	<input type="checkbox"/> 學士 Undergraduate <input type="checkbox"/> 碩士 Master's <input type="checkbox"/> 博士 Doctoral		
電子信箱 Email			
連絡電話 Contact phone number		手機號碼 Mobile phone number	
聯絡地址 Contact address			
申訴事實與理由： Facts and reasons supporting your appeal:			
申訴目的： Purpose of your appeal:			

佐證資料：

Supporting information:

備註：於錄取名單公告後 30 天內填妥本表，如有佐證資料併寄至 411030 臺中市太平區坪林里中山路二段 57 號 國立勤益科技大學國際事務處國際交流組。Note: Please fill out this form within 30 days after the announcement of the list of admitted students. Send the supporting documents (if any) to International Exchange Division, Office of International Affairs, National Chin-Yi University of Technology, No.57, Zhongshan Road Sec.2, Pinglin Village, Taiping District, Taichung City 411030



## 產學合作國際專班 學生重要權利義務通知書

### Notice of Significant Rights for Students of Industry-Academia Collaboration Program by National Chin-Yi University of Technology

#### **•Regulations Regarding International Students Undertaking Studies in Taiwan**

##### **外國學生來台就學辦法**

(<https://law.moj.gov.tw/LawClass/LawAll.aspx?pcodes=H0110001>)

◎An international student who is dismissed from a university or tertiary college after admission as a result of unsatisfactory conduct, or poor academic performance, or a conviction in criminal case proceedings is not permitted to re-apply for admission to an educational institution under these Regulations.

外國學生經入學學校以操行、學業成績不及格或因犯刑事案件經判刑確定致遭退學者，不得再依本辦法申請入學。

◎An international student who has been dismissed by the educational institution that admitted the student as a result of unsatisfactory conduct or of a conviction in criminal case proceedings is not permitted to transfer to another university or tertiary college.

外國學生經入學學校以操行不及格或因刑事案件經判刑確定致遭退學者，不得轉學進入大專校院就讀。

◎When a new international student registers, they shall submit proof of being covered by a medical and injury insurance policy which is valid for at least six months from the date that they entered Taiwan. If the proof of insurance referred to in the previous paragraph was issued in a foreign country it shall be authenticated by an overseas mission.

Current students shall present documentary proof that they have joined Taiwan's National Health Insurance Plan.

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

◎A person of foreign nationality who has never held Republic of China ("R.O.C.") nationality and who does not have overseas Chinese student status at the time of their application is permitted to apply for admission to an educational institution, in accordance with these Regulations.

具外國國籍且未曾具有中華民國國籍，於申請時並不具僑生資格者，得依本規定申請入學。

◎An international student who submits any certificate or document as part of their application for admission to an educational institution that is found to be forged, fabricated, or that has been altered

in some way shall have their enrollment eligibility revoked. If the student has already registered and begun classes, their registration as a current student shall be cancelled and they will not be awarded any certification whatsoever regarding their related academic undertakings. If any such circumstances are first discovered after a student has already graduated, the educational institution shall revoke the former student's eligibility to graduate and shall require any degree already awarded to be returned and shall rescind it.

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

## **•School Constitution of NCUT 本校學則**

◎18 weeks in total for each semester.

本校每學期授課時間十八週。

◎Students should pay tuition fees during the period of each semester.

If you need to apply for extension of registration due to serious illness or special reasons, you should attach certified documents before the deadline for registration. The approved extension of the case is limited to a maximum of two weeks.

學生應於每學期規定期限內完成學費、學雜費、雜費、學分費或學分學雜費繳納作業；如因重病或特殊事故需申請延期註冊者，應檢具證明文件於註冊繳費截止日前提出申請，案經核准延期註冊者至多以兩星期為限。

◎Scores including academic and conduct grade are calculated in the way of hundred-mark system. Full scores is 100; Passed score is 60.

學生成績（包括學業、操行）核計採百分記分法。百分記分法以一百分為滿分，以六十分為及格。

◎For each student who absent from the exam, the scores of the subjects will be calculated as zero points.

各類考試曠考之學生，其曠考科目之成績以零分計算。

◎Students who are unable to attend classes for any reason must take a leave in accordance with the rules.

學生因故不能上課，須依照請假規則請假。

◎Students who have completed their studies and met all the regulations will be awarded a bachelor's degree by their respective departments.

學生修業期滿，並符合學校規定者，授予學士學位。

## ●Notice of part-time rights 打工的權益與須知

Employment Service Act 就業服務法: <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?PCODE=N0090001>

Labor Standards Act 勞動基準法: <https://law.moj.gov.tw/ENG/LawClass/LawAll.aspx?PCODE=N0030001>

◎If students have any kind of part-time job, no matter you will get paid or not, must apply for a working-permit before work. If you are work at the governmental or privatization department and applicable for Labor Standard Act, standard working condition such as wage, hours of work, break time, days off, ask for leave and workers compensation, they all based on the Labor Standard Laws. 外國學生如有打工，不論有無報酬及工作類別，均必須先申請並取得工作許可證後，才能前往打工，如您是進入適用「勞動基準法」的公民營事業單位打工，其各項勞動條件，如工資、工作時間、休息、休假、請假及職業災害補償，皆依勞動基準法辦理。

◎If encounter any problems on daily life or part-time work, please contact mentor for help. 生活照顧或工讀的問題，可向曼特師尋求協助。

◎Part-time contract and internship contract should set separately.  
工讀合約須與實習合約應分別訂定。

◎If school arrange students part time in the cooperation, school can sign LOI (Letter of Intent) with cooperation in order to protect students' Labor rights.

學校若協助安排學生於廠商工讀，學校可與廠商簽訂合作意向書，協助維護學生工讀之相關勞動權益。

◎School has enacted related regulations and Penal Provisions about illegal overtime work, it is necessary for you to obey the Employment Service Act.

非法超時工讀，學校於校內相關規章訂定罰則，提醒您必須遵守就業服務法之規定。

◎In Taiwan, students should do part-time job legally according to the provisions of Article 50 of the Employment Service Act, and their rights should be guaranteed in accordance with Labor Standard Act.

學生於工讀期間，應依就業服務法第 50 條之規定，在臺合法工讀，並依勞動基準法等勞動法令保障其權益。

◎The part time contract between student and cooperation is based on student's own willingness, students and cooperation should sign the part-time contract without any enforcement.

「學生個人與廠商的工讀合約」為學生個人與廠商簽之合約，屬學生自主工作意願。任何工讀均須由學生自主與廠商簽署雙方工讀合約，不得有強迫情事。

◎Salary of part time should transfer directly into student bank account.  
工讀薪資應直接匯入學生專屬帳戶。

◎Internship allowance and salary of part time offer by cooperation should transfer separately, mustn't transfer salary in single score into student bank account.

廠商所提供之實習津貼及工讀薪資應分類入帳，不得逕以一筆薪資總數名義匯入學生帳戶。

◎Cooperation is strictly prohibited withhold agent fee or Tuition and Miscellaneous Fees.  
嚴禁廠商有代扣代辦費或代扣學雜費之情形。

◎The maximal part-time hours are 20 hours per week during the semester.  
學期間工讀，每週總時數不得逾 20 小時。

◎There is no part-time limitation of 20 hours during winter and summer vacation, but students should obey the Labor Standard Act.

暑假及寒假期間工讀，不受限每週 20 小時，但應符合勞基法規定。

◎Students doing part-time job and internship in the same cooperation cannot exceed 40 hours per week during the semester.

學期間於同一廠商從事校外實習課程及工讀活動，每週總時數不得逾 40 小時。

◎Students doing part-time job and internship cannot over 8 hours per day and cannot finish the time over 10 pm.

學生每日實習及工讀總時數不得超過 8 小時，且結束時間不得超過晚上 10 點。

◎As an international student who works in Taiwan (either on campus or off campus) is required to apply for the work permit.

外國學生無論於校內外工讀，均必須申請工作證

### ●Off-campus internship allowance 校外實習津貼

◎Students are successfully matched by the internship company will arrange off-campus internship courses. If students fail to be matched or cannot complete the off-campus internship courses, they will be arranged to study on-campus professional courses without internship allowance.

經實習合作廠商認定媒合成功者，將安排校外實習課程。若實習媒合未成功或無法完成實習課程者，將安排無實習津貼之校內專業科目授課。

◎Internship allowance: If based on hourly rated NTD190 per hour (5.8 USD) ; The lowest monthly rated is NTD 28,590 per month (866 USD). (No less than the minimum wage, the intern allowance from industry will vary in accordance with the minimum wage at the time.)

實習津貼：若以時薪計為新臺幣 190/時 (5.8 USD)；以月薪計為最低新臺幣 28,590/月(866 USD)。  
(不低於基本工資為原則，入廠實習視當時基本工資調整)。

◎Refer to the newest regulation from Ministry of Education; students who do off-campus internship should be given “allowance”, not scholarship.

教育部最新規範，校外實習給予的是津貼，非獎助金。

### ●Stipend for students of International Bachelor Program 國際專班學生助學金

◎Admission Stipend: 10,125NTD will be given to freshmen that have completed registration in the first semester. Students who successfully pass all the subjects in the last semester and conform to the school rules will get another 10,125NTD in the second semester.

入學助學金：新生完成註冊者，第一學期每人新臺幣 10,125 元；前一學期學業及格且遵守學校規定，經本校審查通過者，第二學期每人新臺幣 10,125 元，合計每人共新臺幣 20,250 元。

## ● **Tuition Scholarship for students of International Bachelor Program** **國際專班學生學雜費獎學金**

◎Tuition will be 100% waived for freshmen that have completed registration in the first semester. 新生完成註冊者，第一學期免學雜費。

◎*If students successfully pass all the subjects in the last semester and conform to the school rules, fees will be 100 waived for the second semester after the examination of the committee board. If students haven't passed Language proficiency level 2 Test of Chinese as a Foreign Language (TOCFL) after the second semester, Tuition and Miscellaneous fees would not be waived, also would be expelled from school.*

每學期審查前一學期學業成績及格且是否遵守學校規定，經審查通過且完成註冊者，第二學期免收學雜費。倘若第二學期結束前，未通過華語文能力(TOCFL) Level 2 (A2)以上等級，將予以退學且第三學期不予補助學雜費。

## ● **Other related information and regulations 其他相關資訊及規定**

◎If the time of registration by a foreign student has not exceeded 1/3 of the first semester, he/she shall be admitted to the University at the same semester. However, admission will be canceled if registration is overdue.

外國學生註冊入學時，未逾該學年第一學期修業期間三分之一者，於當學期入學；逾期取消錄取資格。

◎Those who are late for enrollment due to special factors such as the pandemic of COVID-19 are not limited to it.

因新型冠狀病毒肺炎疫情等特殊因素而逾期入學者，經學校同意可延後入學者不在此限。

◎Fees for applying one-year ARC is NTD 1015 per time, and students should watch out the valid date on their own. Office of International Affairs will help students apply for it, but if you miss the group-application date, you should apply for it on their own. Students will be fined for overdue application.

居留證每年需延長一次費用為新臺幣 1,015 元，有效期限需自行注意。每次開學 2 週內將由國際處協辦新辦或延期，超過集體辦理時間者，需自行辦理。**逾期須罰款。**

◎Students must attend to those important meetings or activities notified by school about School Constitution, security of transportation and accommodation, academic regulation, regulation for part-time job and internship, etc., or you would receive the conduct minus due to the absence.

學生必須出席經過校方單位通知的校務相關重大集會(如學則、交通住宿安全、修業規範、打工實習規範等宣導集會)否則將被學校以曠課論處。

◎Foreigners should be foreign students who have Bachelor or above degree in R.O.C., overseas Chinese students or ethnic Chinese students, and employment permits will be distributed to those who score above 70 points.

外國人應為在臺取得大學學士(含)以上學歷之外國留學生、僑生與其他華裔學生，並經勞動部審核累計點數滿 70 點，即符合留臺工作資格。

◎Network for International Student Advisors: <https://www.nisa.moe.gov.tw/> 、 0800-789-007

Inquiry hotline 0800-789-007

大專校院境外學生輔導平臺及申訴專線(<https://www.nisa.moe.gov.tw/> 、 0800-789-007)

國立勤益科技大學新生入臺事宜說明及具結書  
Affidavit of Arrival  
for New Students of National Chin-Yi University of Technology

一、 入臺前簽證說明：以下為簽證辦理之原則，駐外館亦可能依情況調整更動。

Visa instructions before entering Taiwan: The following are the principles of visa processing, and the Embassy may adjust and change according to the situation.

- 持正式畢業證（明）書者：外館可核發居留簽證。

With official certificate of graduation: Resident Visa may be issued by the Embassy.

- 持臨時畢業證（明）書者：外館可核發 60~180 天不等之停留簽證，後續必須申請延簽或轉換居留簽證，費用約新臺幣 3500 元（含居留證辦理費用），學生需自行負擔。如無法成功於臺灣轉換居留簽證者，需出境重新辦理居留簽證來臺，期間所發生之費用由學生自行負擔。

With temporary certificate of graduation: 60-180-day Visitor Visa may be issued by the Embassy. You must apply for the extension or conversion of Residence Visa afterwards. The cost is about 3500 NTD (including ARC processing fee.) If you fail in changing Residence visa in Taiwan, you may take the risk of flying back to your country to reapply for Residence Visa to Taiwan. **All costs happened shall be afforded by yourself.**

二、 臺灣防疫規定及說明：以下為目前防疫規定，因疫情變化不斷，學生來臺時依據我國最新防疫管控政策規定辦理。

Regulation and Instructions of COVID-19 Prevention in Taiwan: The following are the current regulations of COVID-19 prevention. Due to the continuous changes of epidemic, students should follow the latest regulations when they come to Taiwan.

- 學生接獲錄取通知後，請務必與學校保持聯繫，以確保簽證辦理流程及了解臺灣最新防疫規定。若因無法聯繫或程序錯誤致無法如期抵臺，後果由學生自負。

When you are admitted, please do keep in touch with School to ensure the procedures of visa application and get known about the latest regulations of prevention of COVID-19.

- 入境後快篩陽性者須依政府規範，在固定時間或軟體上通報健康狀況，且不得離開檢疫處所之房間，且不可關閉手機或手機 GPS 訊號。

If Students have positive of COVID-19 rapid test, must report their health status on time or on software in accordance with government regulations, and must not leave the quarantine room, also must not turn off their mobile phones or mobile GPS signals.

- 檢疫期間，學生須與本校同仁保持聯繫，不可中斷或無回應。

During the quarantine period, students must keep in touch with School.

- 檢疫期間未遵守臺灣政府防疫規定者，最高處以新臺幣 100 萬罰款；另學校亦有校規處罰。

During the quarantine period, those who fail to comply with the COVID-19 prevention regulations of the Taiwan government will **be fined up to NT\$1 million**. In addition, NCUT also have rules and penalties.

我已清楚了解以上說明 I have fully understand the instructions above.

◇ 英文姓名 Print Name on Passport : \_\_\_\_\_

◇ 生 日 Date of birth : \_\_\_\_\_ (yyyy/mm/dd)

◇ 護照號碼 Passport No. : \_\_\_\_\_

切結人（簽名）Signature : \_\_\_\_\_

日期 Sign on : \_\_\_\_\_ (yyyy/mm/dd)