

Southern Taiwan University of Science and Technology

**Academic Year
Fall 2019**

Application and Transfer Guide for International Students

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1. Important Dates

Contents	Dates
Application Guide Announcement	January 15, 2019
Application Period	January 15 to May 15, 2019
Review	May 16 to May 31, 2019
Admission Result	June 10, 2019
Report Deadline	June 10 to June 21, 2019
Acceptance Letter Mailing	June 24, 2019
Semester Begins	Mid. September, 2019

2. Application Instructions

Step 1	Make sure that you are eligible to apply as an international student. Please refer to “ Who can Apply ”.
Step 2	International students may apply for admission of Fall and Spring semesters. Please confirm the admission programs for which you intend to apply. Please refer to “ Available Programs for Fall Semester 2019 ”.
Step 3	1. Please fill out the online application form at STUST Online Application System directly at: https://webap.stust.edu.tw/intstudweb/Login.aspx 3. Remember the <u>Account and Password</u> you used for applying. You will need it to log in to the system to check your application result and type of scholarship later.
Step 4	To complete the online procedure, please upload all the required documents to the Online Application System by deadline. For detailed information, please refer to “ What to Submit ”.
Step 5	Follow the steps to fill out and click “Submit” to complete the whole application procedures. Applicants will receive an email confirmation message once application is done.

3. Who can Apply

(1) International Students' identity

- A. An applicant shall follow the regulations of Ministry of Education (MOE) Regulations Regarding International Students Undertaking Studies in Taiwan at <http://edu.law.moe.gov.tw/EngLawContent.aspx?lan=E&id=43>
- B. An applicant shall be considered an international student if, at the time of application, he/she is a foreign national, has never held a Republic of China (ROC) passport, and does not possess overseas Chinese student status.
- C. An applicant of foreign nationality who, pursuant to the following requirements, has continuously resided overseas for no less than six years (up to August 1, 2019) is also qualified to apply for admission under this regulation.
 - a. An applicant holding both foreign and ROC nationalities, but has never been registered as part of a household in Taiwan.
 - b. An applicant holding foreign nationality, and who once held ROC nationality, but has not been registered as part of a household in Taiwan for at least eight years (up to August 1, 2019), as determined by the Ministry of Interior.
 - c. If the preceding two clauses are relevant to an applicant, then that applicant must not have studied in Taiwan as an overseas Chinese student and have not been approved for student status by the University Entrance Committee for Overseas Chinese Students in the enrollment year.
- D. 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 continuously resided in Hong Kong, Macau, or another foreign country (overseas) for no less than six years is qualified to apply for admission under these regulations.
- E. 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 six years is qualified to apply for admission under these regulations.
- F. International students who began their studies at another Taiwanese university, but are applying to continue a degree program at Feng Chia University, must meet the aforementioned identity requirements, as well as the academic qualifications stipulated in Item 2. International transfer students are not subject to the limitation of “living overseas for more than six consecutive years” at the time of application.

Note 1: The term “overseas” as prescribed in Paragraph ii, iii, and iv is limited to countries or regions other than Mainland China, Hong Kong, and Macau. The phrase “continuously reside overseas” means that an individual has

stayed in Taiwan for no more than a total of 120 days per calendar year (from January 1 to December 31). If the period of continuously living overseas does not conform to an academic year, the amount of time spent overseas shall be calculated as a maximum of 120 days.

The only exceptions to this method of calculation are as follows (Please note: these exceptions must be supported by written documentation):

- a. Attended overseas youth training courses organized by the Overseas Compatriot Affairs Council or technical training classes. Please note: the courses must be Ministry of Education (MOE) accredited.
- b. Attended a Mandarin Chinese language center at a university or college in Taiwan for no more than two years. Please note: the educational institution must be MOE accredited.
- c. Exchange students who have studied in Taiwan for no more than two years.
- d. An internship lasting for no more than two years. Please note: the internship must be authorized by a central government agency.

Note 2: The aforementioned ROC nationality is defined in accordance with Article 2 of the Nationality Act. Any individual who meets one of the following conditions shall be considered to hold ROC nationality:

- a. At the time of the individual's birth, his/her father or mother was a citizen of the ROC.
- b. An individual who was born after the death of his/her father or mother who was, at the time of death, a citizen of the ROC.
- c. An individual, with unknown or stateless parents, who was born in the ROC.
- d. A naturalized ROC citizen.

(2) Academic Background

- A. International students who have graduated from a high school, college, or university recognized by the Ministry of Education can apply for admission. International students with a high school diploma from outside Taiwan are eligible to apply for undergraduate programs; international students with a bachelor's or a master's degree from outside Taiwan are eligible to apply for master's programs; and international students with a master's degree or a PhD from outside Taiwan are eligible to apply for PhD programs.
- B. Individuals who meet the regulations stipulated in the Standards for Recognition of Equivalent Educational Level as Qualified for Entering University shall be considered to have an adequate level of education to register for the new student enrollment

entrance examination.

- C. Individuals with a degree/diploma from an institution of higher education in Hong Kong, Macau, or overseas should also meet the regulations stipulated in Article 9 of the Standards for Recognition of Equivalent Educational Level as Qualified for Entering University.
- D. International students who began their studies at a public or private Taiwanese university, but are applying to continue at STUST should note the following provisions. Applicants who have completed two or more semesters at a different educational institution are eligible to transfer to the first semester of the second year at STUST; applicants who have completed four or more semesters at a different educational institution are eligible to transfer to the first semester of the third year at STUST.

(3) Proof of Language Proficiency

- (1) Students who apply for a program that is taught in Chinese should be proficient in Chinese listening, speaking, reading, and writing; students who apply for a program that is taught in English should be proficient in English listening, speaking, reading, and writing. Applicants need to submit proof of language proficiency with their application.
- (2) Suggested certificates of language proficiency are as follows
 - A. Programs taught in English
 - a. Applicants who are native speakers of the English language or graduated from a school where English is the medium of instruction.
 - b. Applicants who have achieved the required score on an internationally recognized English-language proficiency test (TOEFL iBT: 63 or IELTS: 5.0).
 - B. Programs taught in Chinese
 - a. Applicants who are native speakers of the Chinese language or graduated from a school where Chinese is the language of instruction (ex: Graduation certificate of Malaysia Chinese independent high school) or the major in college used to be Chinese.
 - b. Applicants who possess TOCFL Level 3 proficiency or HSK Level 6 proficiency.

4. Semester begins

Mid. September 2019

5. Study period

Bachelor: 4 to 6 years; Master: 2 to 4 years, Ph.D.: 3 to 5 years

6. How to apply and deadlines

- (1) **Application: please apply online**
- (2) **Online application link:**
<https://webap.stust.edu.tw/intstudweb/Login.aspx>
- (3) **Application period: January 15 to May 15, 2019. Overdue applications will not be accepted.**

7. Required documents

- (1) Application form: done online including scholarship application information, automatically generated after filling out application.
- (2) Copy of passport
- (3) Photo
- (4) Photocopy of the Highest degree (additional notarized copy of Chinese or English translation is necessary if the original diploma is in a language other than Chinese or English).
 - A. Bachelor program: High school diploma
 - B. Master program: Bachelor's degree
 - C. Ph.D. Program: Master's degree
 - D. Transfer Students: a proof of study certificate provide by the previous university.
- (5) Photocopy of Transcripts of all years (additional notarized copy of Chinese or English translation is necessary if the original transcripts is in a language other than Chinese or English).
 - A. Bachelor program: high school transcripts of every semester
 - B. Master program: undergraduate transcripts of every semester
 - C. Ph.D. Program: graduate transcripts of every semester
 - D. Transfer Students: an original transcript of every semester from the previous university.
- (6) Health Certificate
- (7) Study plan in English
- (8) Two recommendation letters (please done online)
- (9) Resume (if applicants have working experiences)
- (10) Financial statement: with a minimum balance of US\$4,000 or a copy of a scholarship award notification.
- (11) Malaysian students who apply for bachelor programs should submit SPM/STPM/UEC transcripts.

8. Important notes for applicants

- (1) Recent graduates do not need to hand in their diploma with their application. The original diploma must be submitted at the time of registration or the admissions offer will be

revoked.

- (2) **Applicants who completed high school at an overseas (including Hong Kong and Macau) school that is equivalent to a senior high school in Taiwan may apply for an undergraduate program at STUST. However, these students must complete 12 extra course credits.**
- (3) Applicant has never studied in the ROC as an Overseas Chinese student.
- (4) **International students applying for schools in Taiwan shall be limited to one application only.** Upon completion of the course of study, at a school in Taiwan, to which an international student has applied, the student's admission to another school's academic level shall be handled in a manner identical to the admission procedures for local students. An exception is that an application for a master's degree or higher levels of graduate studies can be processed under the procedures of each individual school.
- (5) International students who have been forced to drop out at any institution in Taiwan due to behavior problems, failed academic performances and criminal records are not allowed to apply for admission. Should any of the above violation cases be verified, the applicant's student status will be revoked immediately.
- (6) International students who have the household registration, naturalization or restoration to R.O.C. nationality during your study have to lose your international students status and accept the discontinuation of your study by the University.
- (7) According to regulation issued by Taiwan MOE, applicants should present STUST a valid Medical and Accident insurance of 6 months started from the date of entering Taiwan.
- (8) International students that are eligible to study at STUST can apply for Scholarship, please tick off the selection from the online application. Through Admission Committee's review and determine to grant scholarships to qualified students for the following levels:
 - Undergraduate
 - A. Tuition waived.
 - B. Half of tuition waived.
 - Master's: Tuition waived.
 - Ph.D. :
 - A. Tuition and dormitory fees waived plus monthly stipend of 10,000 TWD.
 - C. Tuition and dormitory fees waived.
- (9) The duration of the scholarship is four years for bachelor, 2 years for master, and 3

years for Ph.D. and the recipients must re-apply each semester.

- Applicants cannot apply the scholarship if you meet the following conditions:
 - A. The project students selected by your government which have the agreement with MOE can also apply for tuition waiver or monthly stipend.
 - B. Applicants already receives Taiwan scholarships or get the financial support from STUST.
 - C. Double registered students in Taiwan.

(10) The contact information of applicants should be accurate. Applicants unable to reply before deadline from STUST will be regarded as giving up their rights and obligations.

(11) Submitted documents will not return to applicants. Please make copies for your own reference.

(12) Applicants, in accordance with the provisions of the Personal Data Protection Law, allow STUST to hold and keep personal information for the usage of applications and enrollment at STUST. STUST will have the obligation and responsibility to keep applicants' personal informational for the use of enrollment procedures ONLY.

9. Proof of Language Proficiency

Medium of Instructions	Proof of Language Proficiency Required Documents
Chinese-taught Programs	1. Test of Chinese as a Foreign Language (TOCFL), Taiwan at least Level 3. 2. Chinese Proficiency Test (HSK), China, at least level 6.
English-taught Programs	English Proficiency test: TOEFL iBT test score 63 and above or IELTS 5.0. Note: Ph.D. College of Business (COB) requires higher scores, please refer to COB website: https://webap.stust.edu.tw/intstudweb/Login.aspx

10. Available Degree Programs

College	Departments/Programs	New Student			Transfer Student	
		Bachelor	Master	Doctoral	Sophomore	Senior
Engineering	Graduate Institute of Mechatronic Science and Technology			● ●		
	Department of Mechanical Engineering	●	● ●		●	●
	Department of Electrical Engineering	●	● ●	● ●	●	●
	Department of Electro-Optical Engineering	●	●		●	●
	Department of Electronic Engineering	●	●	●	●	●
	Department of Computer Science and Information Engineering	●	●		●	●
	Department of Chemical and Materials Engineering	●	●		●	●
	Department of Biotechnology and Food Science	●	●		●	●

College	Departments/Programs	New Student			Transfer Student	
		Bachelor	Master	Doctoral	Sophomore	Senior
Business	Ph.D. Program in Business and Management			●		
	Department of Industrial Management and Information	●			●	●
	Graduate Institute of Industrial Management		●			
	Department of Information Management	●	●		●	●
	Department of Business Administration	●	●		●	●
	Department of Marketing and Logistics Management	●	●		●	●
	Department of Leisure, Recreation and Tourism Management	●	●		●	●
	Department of Hospitality Management	●	●		●	●
	Global Master of Business Administration (GMBA)		●			
	Department of International Business	●●			●	●
	Department of Finance	●●	●		●	●
	Department of Accounting Information	●	●		●	●
	Graduate Institute of Financial and Economic Law		●			
Digital Design	Department of Information and Communication	●	●		●	●
	Department of Visual Communication Design	●	●		●	●
	Department of Creative Product Design	●	●		●	●
	Department of Multimedia and Computer Entertainment Science	●	●		●	●

College	Departments/Programs	New Student			Transfer Student	
		Bachelor	Master	Doctoral	Sophomore	Senior
	Department of Popular Music Industry	●			●	●
Humanities and Social Sciences	Department of Applied English	●●	●		●	●
	Department of Applied Japanese	●	●		●	●
	Department of Child Care	●			●	●
	Department of Senior Services	●				
	Graduate Institute of Educational Leadership and Evaluation		●			

11. Tuition and other fees

College	Tuition Fees/Semester	Dorm Fees/Semester	Language Lab Fees/Semester	Computer Lab/Semester	Internet Fees/One Time	Student Safety Insurance	National Health Insurance
Engineering and Digital Design	NT\$55,270	NT\$12,500	NT\$500	NT\$900	NT\$400 (Graduate) 、 NT\$800 (Bachelor)	Accordance with bidding each year	NT\$4,494
Business	NT\$48,135						
Humanities and Social Sciences	NT\$47,425						

Note 1: Accordance with bidding with insurance company each year. Last semester the amount is NT\$209.

Note 2: International students who are qualified for joining National Health Insurance (NHI) 6 months after getting ARC, it is compulsory to join. The premium is 749 per month, students pay NT\$4494 per semester.

Note 3: Students taking language related courses, STUST charge NT\$500 language lab fees per semester.

Note 4: Students taking computer related courses, STUST charge NT\$900 computer lab fees per semester.

Note 5: New students have to pay internet fees ONE TIME, NT\$400 for graduate students, NT\$800 for bachelor degree students.

Note 6: If check-out from the dorm within 1 year (including check-in and check-out right away), the deposit will not be refundable.

Total Estimated Costs Per Year

Annual Estimated Fees	
Tuition and other fees	NT\$ 138,000
Personal living costs (such as food, transportation and other fees)	NT\$ 100,000
Textbooks	NT\$ 10,000
Total	NT\$ 248,000

Checklist of Required Documents 繳交資料檢查表

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

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

✓	Items	Copy	
	1.入學申請表(線上申請) (黏貼 1 張 2 吋近照)	Application Form (Online) (attached with a 2" recent photo)	1
	2.具結書	Deposition	1
	3.護照影本	Copy of Passport	1
	4.畢業證書或最高學歷證明文件影本	Photocopy of diploma or certificate of the highest academic degree (If the original document is neither in English nor in Chinese, a notarized translation copy is necessary.)	1
	5.成績單正本	Original Copy of Transcript (If the original document is neither in English nor in Chinese, a notarized translation copy is necessary.)	1
	6.中文或英文留學計畫書	Study Plan in English or Chinese	1
	7.健康檢查證明書	Health Certificate	1
	8.財力證明書	Financial Support Statement (It should prove the sufficiency in finance for supporting applicant's study.)	1
	9.推薦書 2 封(於線上完成)	Recommendation Letters (Online)	2
	10.履歷表(若有工作經驗)	Resume (optional)	1
	11.各能力證明文件影本	The Photocopy of Certifications of Other Capabilities	1

Deposition

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 for the regulations set by Ministry of Education, R.O.C.
2. 本人保證符合以下三項其中之一：
I hereby attest that I am qualified for one of the following conditions.
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。
At the same time of application, I am holding a foreign nationality and have never held R.O.C. nationality. Moreover, I do not have overseas Chinese student status.
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六年以上者，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 same time of application, I am holding both foreign and R.O.C. nationalities but have never had the household registration in Taiwan. Moreover, I have been living abroad continuously for more than 6 years and I have never studied with overseas Chinese status in Taiwan and I have not received the student status from the University Entrance Committee for Overseas Chinese Students in the enrollment year.
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八年，並於申請時已連續居留海外六年以上者，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 same time, I am holding foreign nationality and once had R.O.C. nationality but I have not had household registration issued by Ministry of Interior for at least 8 years and have been living abroad continuously for more than 6 years. Moreover, I have never studied with overseas Chinese status in Taiwan and have not received a student status from the University Entrance Committee for Overseas Chinese Students in the enrollment year.
3. 本人保證不具香港或澳門或中華人民共和國國籍。
I hereby attest that I do not hold the nationality of People's Republic of China.
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，本人同意取消其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 the documents I have provided (including diploma, passport and other relevant documents whether original or copy) are legal and valid. Should any of the documents be found to be altered or violate any university regulations, I agree to lose my STUST admission privilege and I will not be allowed to apply for any transcript or diploma.
5. 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，本人同意取消其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 academic record of the highest degree I provided (for undergraduate admission, senior high school diploma; for MA admission, the bachelor's diploma; for PhD admission, the MA diploma) is valid and legally obtained in the country which I graduated from and it is equivalent to the degree issued by certified schools of Taiwan. If there is any detail which is false or not in accordance with regulations, I agree my student status will be cancelled and revoked by the University and I will not be allowed to apply for any relevant transcript or diploma.
6. 本人未曾遭中華民國國內各大專院校以操行、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，本人同意取消其入學資格並註銷學籍。
I have never been expelled from a university or college in R.O.C. due to behavior problems, failed academic performances or criminal records. If I breach this regulation, I agree the admission privilege will be cancelled and the student status of the University will be revoked.
7. 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。
If I have the household registration, naturalization or restoration to R.O.C. nationality which makes me lose my international student status during my study, I will accept the discontinuation of my student status by the University.
8. 簡章中文版與英譯版語意有所差異時，依中文版為主。
If there should be any discrepancy or contradiction in between, the Chinese version will be prior to the English one.
9. 本人已閱畢簡章條文，並遵守所有簡章上相關之規定。
I have read all the regulations in this application guide and guarantee to obey all the regulations as set forth in this guide.
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屬實者，本人願依 貴校學則第九條之規定辦理，絕無異議。
註：南臺科技大學外國學生入學第六規定：「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。」
I authorize Southern Taiwan University of Science and Technology to check on all of the above information, and if any of it is found to be false, I will accept the consequences set forth in STUST International Student Admission Regulations No. 6.

Signature _____ Date _____