

# Tzu Chi University of Science and Technology Foreign Student Admission Regulations

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Article 1 According to Article 6 of the Ministry of Education Regulations Regarding International Students Undertaking Studies in Taiwan, Article 6 of the Tzu Chi University of Science and Technology (TCUST) school regulation outlines the foreign student admission regulations (hereafter referred as “this regulation”).

Article 2 A person of foreign nationality who has never held Republic of China (“R.O.C.”) nationality and who meets the following requirements is permitted to apply for admission to TCUST, in accordance with the provisions of these Regulations:

1. The person has never undertaken studies in Taiwan as an overseas Chinese student.
2. The person has not been given a placement in the current academic year by the University Entrance Committee for Overseas Chinese Students in accordance with the Regulations Regarding Study and Counseling Assistance for Overseas Chinese Students in Taiwan.

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

1. A person who at the time of their application also holds dual R.O.C. nationality shall have never had a household registration in Taiwan.
2. A person who held dual R.O.C. nationality but no longer does at the time of

their application shall have renounced their R.O.C. nationality with the approval of the Ministry of the Interior on a date at least eight full years before making their application.

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

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

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

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

1. Attended an overseas youth training course organized by the Overseas Compatriot Affairs Council or a technical professional training program accredited by the Ministry of Education;
2. Spent a total period of less than two years undertaking Chinese language classes at a Chinese language center at a university or tertiary college which has Ministry of Education approval to recruit students overseas;
3. Spent a total period of less than two years in Taiwan as an exchange student;

or

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

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

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

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

A person who was formerly from the Mainland Area and who has foreign nationality and has have 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.

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

resided continuously overseas referred to in the previous paragraph.

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

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

Article 4 An international student applying to study at an educational institution in Taiwan in accordance with the provisions of the two previous articles is limited to only applying once. If a student wants to continue studying in Taiwan, their application shall be handled in the same manner as the admission procedures for domestic students. However, this requirement does not apply to an international student in either of the following circumstances:

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

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

Article 5 The actual number of places available for international students to be admitted to TCUST is limited to an additional 10% above the admission quota that was

approved for the institution for the previous academic year by the Ministry of Education, and that number shall be incorporated into the total admission quota and reported to the Ministry of Education for approval. TCUST applying to recruit more than an additional 10% shall submit a report of the planned increment (including associated quality control strategy and supportive measures) to the Ministry of Education for approval. TCUST may augment the number of places at TCUST available to international students by the number of places that were available to local students within the admission quota that was approved for the institution for the previous academic year. The admission quotas do not include international students who are not officially registered as a current student.

The actual number of international students that may be admitted to a five-year program at a junior college in TCUST is limited up to an additional 10% above the admission quota that was approved for TCUST for the previous academic year that was approved by the competent education administrative authority, and that number shall be included in the total number of students admitted for that academic year and be reported to the competent education administrative authority for approval.

Article 6 The TCUST Admission Committee is responsible for planning the admission guidelines and hosting international student admission affairs under the principles of justice, impartiality, and transparency. The admission guidelines should outline details of the degree programs admitting international students, admission quotas, application eligibility requirements, review and screening methods, and any other related regulations.

Article 7 Enrollment Method :

1. Combining Tzu Chi's overseas resources, enrollment seminars will be arranged through the global Tzu Chi overseas branch brothers and sisters, the school's teaching staff will attend in person or link to the admissions instructions via video link.
2. Participate in various overseas education exhibition held by each unit or school
3. Brothers and sisters from overseas branches of Tzu Chi will assist in

publicity and promotion.

The school are responsible in handling foreign student enrollment affairs. Except for publicity, promotion and assisting students to go through the necessary procedures for coming to Taiwan, enrollment affairs shall not be entrusted to outside institutions, legal persons, groups or individuals; If necessary, the loan relationship or other violations of relevant laws and regulations may be checked with the foreign student applying.

The school itself or entrusts external institutions, legal persons, groups or individuals to handle matters related to the enrollment of foreign students, and shall not provide information that is inconsistent with the enrollment regulations, enrollment brochures, or related regulations.

Article 8 International students applying for TCUST admission should attach the following documents with the admission application and submit the application within the designated period. Applicants who qualify via the review or screening process will be granted TCUST admission:

1. Admission application form.
2. Education history certification documents:
  - (1) Academic credentials from Mainland China: The Regulations Governing the Accreditation of Schools in Mainland China shall apply.
  - (2) Academic credentials from Hong Kong or Macao: Academic Credential Verification and Accreditation Methods adopted in Hong Kong and Macao shall apply.
  - (3) Academic credentials from other areas:
    - A. Academic credentials earned at overseas Taiwan schools or Taiwanese schools in Mainland China shall be regarded as equivalent to those at domestic schools, with equivalency between levels.
    - B. Academic credentials referred to the preceding two items shall be subject to the Regulations Regarding the Assessment and Recognition of Foreign Academic Credentials for Institutions of Higher Education. However, academic credentials earned from institutes or branches established in Mainland China by foreign schools shall require public notarization in Mainland China and shall be verified and examined by

an institute established or appointed by or through a private agency commissioned by the Executive Yuan.

3. Proof of applicant's having sufficient funds to live on while studying in Taiwan (A financial statement issued within recent 3 months from a financial institution with a minimum balance of US\$3,500 or NT\$100,000), or proof of having a full scholarship or grant provided by a government, TCUST, or private organization.
4. Other documents that should be submitted according to the TCUST admission handbook.
5. For International students applying for Nursing College program in TCUST are required to hand in the additional documents as the following:
  - (1) Documentary evidence of the eligibility of a guardian in Taiwan.
  - (2) A power of attorney from the student's parents or other legal representative, which has been authenticated by an overseas mission, appointing the guardian in Taiwan.
  - (3) A letter of agreement from the guardian in Taiwan which has been notarized by a notary public in Taiwan.

When TCUST reviews an international student's admission application, if any of the documents specified in Subparagraphs 2 and 4 of the preceding paragraph have not been authenticated by an overseas mission, agency established or designated by the Executive Yuan, or by a private organization commissioned by the Executive Yuan—and if the educational institution has any doubts regarding their authenticity—authentication by an overseas agency may be requested. If documents that have already been authenticated raise any doubts, the educational institution may request examination of the documents. The admission notice referred to in Paragraph 1 shall set out in detail in both Chinese and English the name of the international student, the name of their program of study, the degree level, the language of instruction, the academic year of enrollment, the date the semester begins, the tuition and miscellaneous fee collection and refund criteria, any scholarship or grant awarded to the student, and any other pertinent information that international students must

be notified of, and verify that international students studying in Taiwan understand their associated rights and obligations.

An international student submitting, as part of their application for admission to an educational institution, any certificate or document that is found to be forged, fabricated, or altered in some way shall have their enrollment eligibility revoked. If the student has already registered and commenced classes, their registration as a current student shall be cancelled and no certification for relevant academic undertakings awarded. If such circumstances are first discovered after a student has already graduated, the educational institution shall revoke the former student's eligibility to graduate, shall require any degree already awarded to be returned, and shall rescind their qualification.

International students applying with an education level of Form-5 are required to obtain 12 more graduation credits in addition to those from their original courses. These additional credits shall be assigned by each program.

#### Article 9 Admission Qualification Review Procedures:

1. The Office of International and Cross-Strait Affairs will applicants identity and academic qualifications meet the application qualifications based on the application materials submitted by applicant.
2. Department review application materials and scoring.
3. An interview or written test is required according to the student's situation to further evaluate the applicant's academic ability, language ability and other relevant factors.
4. The Office of International Affairs and Cross-Strait Affairs will collect and calculate the grades and submit them to the Admissions Committee to decide on the minimum admission standards.

#### Article 10 Teaching languages and basic language requirements

1. There are departments (programmes) taught in Fully English and non-fully English taught in our school, and departments (programmes) taught in non-English are mainly taught in Chinese.
  - (1) Chinese-taught courses: applicants must submit a certificate of A2 (inclusive) or above in the Chinese Language Proficiency Test or a



Chinese proficiency certificate equivalent to A2 (inclusive) in the CEFR.

(2) Fully English Courses: Applicants must submit a certificate of B1 (inclusive) or above of English proficiency Test.

(3) Applicants are to submit their language proficiency test slip before the admission slip is issued.

## 2. Language Proficiency test exemption

Students who meet the following requirements can provide relevant certificates and do not need to submit the proficiency test results.

### (1) Chinese-taught courses

A. Chinese as mother tongue: Provide a self-report letter of Chinese background, describing the daily use of Chinese, the status of learning, and the ability of Chinese listening, speaking, reading and writing.

B. Any previous degree (including high school diploma) taught in Chinese: provide a graduation certificate and relevant Chinese-taught certificates.

C. Any previous degree (including high school graduation certificate) majoring in Chinese Language: provide a graduation certificate or a certificate issued by the school.

### (2) English-taught courses

A. Countries where English is official language: no language proficiency documents are required.

B. Obtain any previous degree (including high school diploma) in an English-speaking country: provide a graduation certificate as proof.

C. Any previous degree (including high school graduation certificate) taught in English: provide a graduation certificate and relevant certificates.

Article 11 An international student who has completed a bachelor's degree or a higher degree in Taiwan and is applying to be admitted to do a master's degree program or a higher degree may submit copies of their graduation certificate from a university or tertiary college in Taiwan and transcripts for each year of their studies and apply in accordance with the provisions of Article 8 and is not subject to the provisions of Article 8, Paragraph 1, Item 2.

An international student who has graduated from a school for international residents in Taiwan, or from a bilingual division (program) affiliated to a domestic senior secondary school, or from a program offering a foreign curriculum at a division of a domestic private senior secondary school may submit copies of their graduation certificate, and their transcripts for each year, and apply for admission in accordance with the provisions of Article 8 and is not subject to the provisions of Article 4, Paragraph 1, or the provisions of Article 8, Paragraph 1, Subparagraph 2.

Article 12 TCUST international students are not permitted to apply for any recurrent or continuing education bachelor's degree programs, in-service master's degree programs, or any other programs taught only in the evenings or during vacations. However, an international student already holding legitimate resident status or undertaking a program approved on a case-by-case basis by the Ministry of Education is not subject to this restriction.

Article 13 An international student who reports to register at TCUST before it is already one-third of the way into the first semester of the current academic year shall be registered for the first semester. If it is already more than one-third of the way into the first semester, the international student shall register for the second semester or the next academic year. However, this restriction does not apply if each competent education administrative authority has some provision that overrides it.

Article 14 An international student who with Ministry of Education approval is undertaking an internship after graduating from undergraduates and above in TCUST may have their international student status extended for up to one year after graduation.

An international student who has been permitted to undertake initial household registration, resident registration, naturalization, or restoration of R.O.C. nationality procedures during the course of their studies in Taiwan will forfeit their international student status and shall be dismissed by their educational institution. However, student whose application was handled in the same manner as the admission procedures for domestic students and who apply for naturalization to acquire the nationality of the ROC in accordance

with Subparagraph 1 to 3, Paragraph 1, Article 4 of the Nationality Act is not subject to this requirement.

If international student who studies in university or tertiary college in Taiwan want to transfer to TCUST in accordance with the provisions of the Regulation. However, an international student who has been dismissed by the educational institution that admitted the student as a result of unsatisfactory conduct or of a conviction in criminal case proceedings is not permitted to transfer to TCUST. After the transfer student register in school, students shall apply for a credit transfer in accordance with the TCUST Academic Policies and Regulations Governing Credit Waiver and Credit Transfer.

Article 15 The TCUST may sign an education cooperation agreement with a foreign educational institution and may recruit and admit international exchange students, provided that this does not affect normal teaching. The TCUST may also apply, *mutatis mutandis*, its own international student admission regulations to accept suitable international students as non-degree students.

Article 16 To achieve an international academic cooperation scheme or to work with students with special needs, the TCUST must file an application with the Ministry of Education for ratification in accordance with the regulations regarding the Student Admissions Quotas and Resources Standards for Schools above Junior College.

Article 17 The tuition related fees that international students in Taiwan shall pay are determined as stipulated below.

1. Students who have been admitted to study in Taiwan in accordance with the provisions of the previous two articles, or who have received a MOFA Taiwan Scholarship following recommendation by an overseas mission, or who have the status of permanent residents in Taiwan shall pay tuition and other fees in accordance with the standard fees that their educational institution applies to domestic students.
2. Students admitted to an educational institution in Taiwan in accordance with an education cooperation agreement shall pay their tuition and other fees as specified in the agreement.
3. If an international student is not covered by the provisions of either of the

preceding two subparagraphs, an educational institution may charge the student based on the standard tuition and other fees for international students that it has determined, and these are not permitted to be lower than the fees levied by other private educational institutions at the same level.

A student who was admitted to an educational institution in Taiwan before the date of effect of the February 1, 2011 amendment to these Regulations shall pay tuition and other for this stage of education fees in accordance with the pre-amendment provisions.

Article 18 The TCUST has established scholarships or financial aid at its own expense to encourage international students to study in Taiwan. Students with outstanding academic performance may submit applications according to Ministry of Education or TCUST regulations regarding scholarships or financial aid regulations for international students to receive scholarships.

Article 19 The TCUST Office of Academic Affairs is responsible for handling the admission applications. The Chinese Language Center is responsible for Chinese language education, and cultural education of international students. The Office of Student Affairs manages homestay family arrangements and provides international students with relevant information about the school. The Office of International and Cross-Strait Affairs is responsible for the counseling and contacts for international students. In addition, The Office of International and Cross-Strait Affairs sporadically hosts international student events and promotes campus internationalization to assist Taiwanese students' interaction and engagement with international students and to cultivate international students' appreciation of Taiwan.

Article 20 Registering international students must attach medical and injury insurance policies valid for a period of at least 6 months starting from the day of entry to Taiwan. Returning international students must attach policies regarding Taiwan National Health Insurance and other pertinent coverage plans. International students who attach medical and injury insurance policies purchased in foreign countries must have the document validated by the embassy.

- Article 21 TCUST will immediately handle cases in accordance with the regulations if international students are found to have violated the Employment Services Act after investigation.
- Article 22 When international students are suspended, discontinue their schooling, or lose their student status for any other reason, TCUST will immediately register the incident in the international student information management system designated by the Ministry of Education; notify the Bureau of Consular Affairs, Ministry of the Interior, and National Immigration Agency service centers; and send copies of the notification to the Ministry of Education.
- Article 23 Throughout their stay in Taiwan, international students must follow ROC laws and abide by TCUST regulations.
- Article 24 Affairs not covered by this regulation are governed by the Ministry of Education Regulations Regarding International Students Undertaking Studies in Taiwan and related TCUST regulations.
- Article 25 The regulation is implemented after approval by the admission committee and the president and after approval and announcement by the Ministry of Education. The same process is required for amending the regulation.