



YUAN ZE  
UNIVERSITY

**114 學年度 國際專修部申請入學簡章**  
**2025-2026 Academic Year Admission Prospectus**  
**For International Foundation Program**

元智大學

報名方式：一律採用線上申請系統報名 Online Application

元智大學 全球事務處 國際專修部

Office of International Foundation Program, Yuan Ze University

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# 重要入學時程表 Applications Important Dates

【下表時間皆為台灣時間 Taiwan Time】

項目 Item	114 學年度秋季班 Fall 2025 Intake	114 學年度春季班 Spring 2026 Intake
網路報名/上傳審查資料/面試 Online application/ Uploading documents/ Interview  報名網址： <a href="https://yzu-apply.yzu.edu.tw/">https://yzu-apply.yzu.edu.tw/</a> Application： <a href="https://yzu-apply.yzu.edu.tw/">https://yzu-apply.yzu.edu.tw/</a>	2025 年 3 月 1 日至 2025 年 5 月 22 日 Mar. 1 - May 22, 2025	2025 年 8 月 15 日至 2025 年 10 月 15 日 Aug. 15 - Oct. 15, 2025
審查階段 Review application	2025 年 5 月 23 日至 2025 年 6 月 19 日 May 23 – Jun. 19, 2025	2025 年 10 月 16 日至 2025 年 11 月 19 日 Oct. 16 – Nov. 19, 2025
錄取結果 Announcement of admission results <a href="https://gao.yzu.edu.tw/index.php/tw/">https://gao.yzu.edu.tw/index.php/tw/</a>	2025 年 6 月 20 日 Jun. 20, 2025	2025 年 11 月 20 日 Nov. 20, 2025
確認意願 Confirmation of Acceptance	2025 年 6 月 20 日至 30 日 Jun. 20 – Jun. 30, 2025	2025 年 11 月 20 日至 27 日 Nov. 20 - 27, 2025
寄發錄取通知 Sending Letter of Acceptance	2025 年 7 月上旬 Early Jul., 2025	2025 年 11 月下旬 Late Nov., 2025
註冊 Registration	2025 年 9 月 Sep., 2025	2026 年 2 月 Feb., 2026

If there is a discrepancy between the Chinese and English versions of the brochure, the Chinese version shall prevail.

除宣傳、推廣及協助學生辦理來臺必要程序外，本校並未委外辦理招生業務

The University promotes and assists students in completing the necessary procedures for coming to Taiwan and does not outsource the admissions process

**網路報名網址 Online Application Link:**

**<https://yzu-apply.yzu.edu.tw/>**

確認申請資格及申請學系  
Check eligibility for application  
and confirm the desired program

\*Yuan Ze University (“YZU”) information  
<https://gao.yzu.edu.tw/index.php/tw/>  
\*申請人至多可申請 3 個志願。  
Each applicant may apply up to 3 programs.

網路報名  
Apply online

\* 請至元智大學境外生報名系統報名。  
Online application  
<https://yzu-apply.yzu.edu.tw/>  
\*報名作業時間請參照日程表  
The application procedure follows the  
application timeline.  
\*請依報名系統指示及簡章說明，確實填  
寫資料，上傳必繳項目，並且完成面  
試。

填寫申請資料、繳交申請文件、  
完成面試  
Fill up the application form, submit  
application documents, complete  
the interview

Please provide all the information and  
submit all documents required on the  
application system, and complete the  
interview.  
\*資料或面試不完整時，將另以 Email 通  
知，逾期不受理。  
Any missing information or interview  
incomplete will be informed via email. Late  
applications will not be considered.

申請資格及資料審查  
Review of application eligibility  
and documents

審查結果查詢及回覆  
Results Inquiry and Reply

\*請登入報名網址查詢審查結果，並於期  
限內回覆報到意願。  
Please check the results on the application  
website and confirm the offer by the  
deadline.

錄取公告、寄發錄取通知  
Announcement of application  
results and delivery of Letter of  
Acceptance

\*錄取通知書將以 Email 及紙本信件方式  
寄發。  
Letter of Acceptance will be sent via email  
and in hard copy.

元智大學 114 學年度國際專修部學生申請入學簡章  
2025-2026 Academic Year Admission Prospectus  
For International Foundation Program

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# 元智大學 114 學年度國際專修部學生申請入學簡章

## 202-2026 Academic Year Admission Prospectus

### For International Foundation Program

#### 壹、申請資格 Eligibility

- 一、具外國國籍且未曾具有中華民國國籍(\*註 1)，於申請時不具僑生身分者，得申請入學。

A person of foreign nationality who has never held Republic of China (R.O.C.) nationality and does not have overseas Chinese student status at the time of application.

- 二、具外國國籍且符合下列規定，於申請時並已連續居留(\*註 2)海外六年以上者(\*註 3)，得申請入學。

A person of foreign nationality who meets the following requirements and has resided overseas continuously for at least six years at the time of application.

1. 申請時兼具中華民國國籍，應自始未曾在臺設有戶籍。

A person who at the time of 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。

A person who before the time of application also held dual R.O.C. nationality but no longer does at the time of application shall have renounced his/her R.O.C. nationality with the approval of the Ministry of the Interior at least eight full years before his/her application.

3. 前 2 款未曾以僑生身分在臺就學，且未於當學年度接受海外聯合招生委員會分發。

The persons referred to in the preceding two subparagraphs must have never studied in Taiwan as an overseas Chinese student and have not accepted a placement by the University Entrance Committee for Overseas Chinese Students in the current academic year.

- 三、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(\*註 2)六年以上者，得申請入學。

An applicant of foreign nationality, who is eligible for permanent residence in Hong Kong or Macao, and has never had household registration in Taiwan, and at the time of application has resided in Hong Kong, Macao, or elsewhere overseas continuously for at least six years.

- 四、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(\*註 2)六年以上者，得申請入學。

An applicant who was formerly from the Mainland Area has foreign nationality and has never had household registration in Taiwan, and who at the time of his/her application has resided overseas continuously for at least six years.

- 五、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，得申請入學。

A person 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 eligible with the approval of the competent education administrative authority.

- 六、外國學生申請來臺就讀學士班以下學程，在國內停留未滿一年，因故退學或喪失學籍，得重新申請來臺就學，並以一次為限。

If an international student who applied to come to Taiwan to undertake a bachelor's degree or lower level program in Taiwan and after coming to Taiwan stayed for less than one year and for some reason discontinued their studies or forfeited their student status, then this student may re-apply to study in Taiwan for only one time.

- 七、外國學生具國外高中畢業資格者或具有與我國學制相當之同等學力資格者，得申請入學本校學士班。

International students must have graduated from the high schools, colleges or universities recognized by the Ministry of Education (MOE). International students with a foreign high school diploma may apply for the undergraduate programs.

- 八、外國學生申請入學本校學歷採認，除依我國「外國學生來臺就學辦法」規定辦理，並應符合以下規定：

The assessment and recognition of foreign academic credentials should be subject to the MOE Regulations Regarding International Students Undertaking Studies in Taiwan as well as the following rules:

1. 持大陸地區學歷：應依我國「大陸地區學歷採認辦法規定辦理」。  
Academic credentials from the Mainland Area: shall be handled in accordance with the provisions of the Regulations Regarding the Assessment and Recognition of Academic Credentials for Mainland Area.
2. 持香港或澳門學歷：應依我國「香港澳門學歷檢覈及採認辦法規定」辦理。  
Academic credentials from Hong Kong or Macao: shall be handled in accordance with the provisions of the Regulations Governing the Examination and Recognition of Educational Qualifications from Hong Kong and Macao.
3. 持同等學力申請入學者，其同等學力認定標準應符合我國教育部公告之「入學大學同等學力認定標準」。

The assessment and recognition of academic credentials at an adequate level of education should be conducted in accordance with the MOE Standards for Recognition of Equivalent Educational Levels for University Admission.

- 九、國外高中或大學學歷文件須符合我國教育部採認之學校。請參考我國教育部兩岸教育司網頁查詢。

The foreign high school, college or university where an applicant earned his/her graduation certificate, diploma or academic credentials must be officially recognized by the Ministry of Education, R.O.C. Please visit the Database for the Reference List of Foreign Universities by Ministry of Education for more details.

- 十、在臺就讀其他大學校院時，未因操行或學業成績不及格、違反法令或校規情節嚴重致遭退學或喪失學籍者。

An international student is not permitted to re-apply for studying in Taiwan if he/she has been

expelled from an educational institution in Taiwan or had his/her student status forfeited due to unsatisfactory conduct or academic performance or a serious violation of laws or the regulations of the educational institution.

- 十一、外國學生申請轉學至本校學士班，需已在臺就讀大專校院，方得提出申請。其報考資格比照一般生轉學規定審查，符合者得申請轉入本校學士班二年級或性質相近三年級就讀。本校將依其資格審查結果編入適當年級就讀。

An international student who intends to apply for transfer admission to one of the bachelor's degree programs at the University should have already been enrolled in and studied at a college or university in Taiwan, and he/she should be subject to the criteria applicable to domestic transfer applicants. If he/she meets the criteria, he/she will be admitted to a sophomore or junior class based on the qualifications review results.

- 十二、如違反上述任一條件之申請者，經查證屬實後，撤銷入學資格、開除學籍或本校畢業資格，且不發給任何學歷證明。An applicant who is found to have violated any of the above rules should be disqualified from admission, or have his/her student status forfeited, or the issued academic degree should be revoked. The University reserves the right not to issue any certificate to such a student.

## 貳、 招生名額及系所 Admission Programs and Quotas

114 學年度名額如下：

第一年 First Year	第二至第五年 The Second to the Fifth Year		
國際專修部 YZU, Office of International Foundation Program	學院 College	學系 Department	名額 Quota
	工程學院 College of Engineering	工業工程與管理學系 Department of Industrial Engineering and Management	53
		化學工程與材料科學學系 Department of Chemical Engineering and Materials Science	
		機械工程學系 Department of Mechanical Engineering	
	資訊學院 College of Informatics	資訊工程學系 Department of Computer Science and Engineering	
		資訊管理學系 Department of Information Management	
		資訊傳播學系 ( 數位媒體設計組、智慧科技應用組 ) Department of Information Communication (Design, Technology)	
	電機通訊學院 College of Engineering	電機工程學系 ( 甲、乙、丙組 ) Department of Electrical Engineering (Program A, B, C)	



## 參、 報名方式 How to Apply

- 一、 一律採用線上申請系統報名，不接受紙本資料，且逾期不受理。  
Online application only. Hard-copy applications are not accepted. Overdue application will not be considered.
- 二、 線上申請網址 Online application link：<https://yzu-apply.yzu.edu.tw/>
- 三、 繳交資料請詳閱下方之「應繳資料及證明文件」。  
Please read the required documents for submission.
- 四、 免收報名費，每人可選填 3 個志願，每位考生限受理 1 份報名表。  
No application fee is required. Each applicant can apply to up to 3 programs in the same application form.
- 五、 請依線上申請系統指示及簡章說明，確實填寫資料，上傳必繳項目，並且完成面試。  
Applicants must provide all the information and submit all documents required on the application system, and complete the interview.
- 六、 相關訊息如資料不齊全、資料錯誤等，將另以 Email 通知，逾期不受理，將視為資格不符。  
Applicants will be notified via email if they submit incomplete/incorrect information or documents. Overdue submission after the deadline will not be considered.

## 肆、 應繳資料及證明文件 Required Information and Documents

申請者須依規定將下列資料上傳至線上申請系統：

Applicants must upload the following documents to the online application system:

- 一、 護照封面及基本資料內頁。  
Passport cover page and passport bio page.
- 二、 畢業證書、在學證明等學歷證件：
  1. 應屆畢業生，繳交應屆當學期學生證或在學證明書；但至遲必須在入學前取得正式畢業證書；或臨時畢業證明，並於第二學期前提供正式畢業證書，俾供本校審查。  
以上文件均須譯成中文（英文證件免譯），否則將視為報名資格不符，已錄取者撤銷錄取及入學資格。
  2. 已畢業者，繳交畢業證書影本。申請學士班請繳交高中畢業證書。  
Certificate of Education such as a Diploma or a Certificate of Enrollment:
    1. Applicants who are graduating in the current year must submit a copy of the student identity card or certificate of enrollment valid in the graduation semester, and must obtain an official diploma before enrollment to YZU. The certificate needs to be translated into Traditional Chinese (except when the diploma is written in English) for the application review. Applicants who do not provide the aforementioned documents will be disqualified for admission; if they are already admitted to the university, their admission will be revoked.
    2. Applicants who have already graduated must submit a copy of the diploma. Applicants to the undergraduate programs must submit a copy of a high school diploma, while applicants to the master programs must submit a copy of a bachelor degree.
- 三、 歷年成績單：應屆畢業生提供高一及高二成績單及學業成績排名證明。非應屆畢業生申請大學部者，請提供高中歷年成績單。

Academic Transcript: Applicants who are graduating in the current year must submit copies of the transcripts and ranking certificates of Grade 10 and 11.

- 四、自傳：以中文或英文撰述，內容格式不拘。若申請多個志願，使用不同自傳內容，請於申請系統中就不同志願輸入。

Autobiography: Should be written in Traditional Chinese or English. Applicants who submit different versions of personal statements to apply to different programs shall specify the name of each program and fill in the corresponding section in the online application system.

- 五、照片：六個月內脫帽正面之 2 吋相片數位檔案。

Each applicant must submit a 2x2 inches photo taken within the last 6 months and show the face without wearing a hat.

- 六、元智大學國際專修部外國學生具結書：如附件一，申請人需閱讀、填寫及簽名後上傳至申請系統。

Declaration for International Students of Yuan Ze University (as Appendix I). Applicants should read it carefully, sign, and upload to the online system.

- 七、中文程度調查表：請填寫附件二。

Survey of The Applicant's Chinese Learning Background (as Appendix II)

- 八、財力證明：足夠在臺就學之最近三個月內由金融機構開立之財力證明（美金 4,000 元或新臺幣 120,000 元以上之財力證明）或政府獎學金證明；財力證明不得採用代辦、公司行號或個人開立證明；如存款證明非申請人帳戶，需附上親屬資助者之聲明書。

Financial Statement: An official bank statement (in Traditional Chinese or English) that indicates an account balance of more than TWD 120,000 (or USD 4,000). The statement has to be issued by a financial institution within the last 3 months to the application date or a certificate of receiving scholarship from Taiwan Government. The financial statement must not be issued by agents, companies or a personally issued certificates. If the bank statement is not in the name of the applicant himself/herself, a signed sponsorship letter from the relatives (in Traditional Chinese or English) is required.

- 九、其他有利審查資料等，如國家考試成績、競賽獲獎、社團參與、學生幹部等經歷。

Other Supporting Documents: Proof of achievement of specialized works (or special performances), other relevant licenses, certifications. Please attach English certificates if the applicants are applying for an English Program.

\* 註 1. 上述畢業證書、在學證明及歷年成績單等申請資料如為中、英文以外之語文，應加附中文或英文譯本。成績證明須由學生就讀學校出具，且一律須加蓋教務處戳章。

\* 註 2. 畢業證書、在學證明及歷年成績單，申請時提供電子檔，經錄取來臺註冊入學後須繳交經中華民國政府駐外機構驗證或僑務委員會指定保薦單位核驗之正本俾供審查(須譯成中文，若為英文證件則免譯)，否則將視為報名資格不符，已錄取者將撤銷錄取及入學資格。

\* 註 3. 凡逾期報名或所附證件不全者，一律不予受理報名；除本校主動通知者外，皆不得申請補繳。

\* Note 1. The applicants must provide a Chinese or English version of the documents deemed necessary for admission if the aforementioned documents are in other languages than Chinese or English. Transcript must be official document issued by the applicant's previously attended school and stamped by its Academic Affairs Office.

\* Note 2. Applicants must submit an electronic file of the diploma, certificate of enrollment, and transcript. Once admitted to and registered at the university in Taiwan, the applicants must submit the original copy of these documents (and have them translated into Chinese if they are in languages other than Chinese or English), which must be verified by the overseas mission of Taiwan or a recommendation unit designated by the Overseas Community Affairs Council, for the university's review. Applicants who do not provide the aforementioned documents will be disqualified for admission; if they are already admitted to the university, their admission will be revoked.

\* Note 3. Late applications after the deadline or applications that provide incomplete information will not be considered. Applicants cannot apply to submit late documents unless they are informed by YZU to do so.

## 伍、 修業年限 Program Duration

- 一、 第一年需於國際專修部修習華語先修課程，期間不得轉校、轉系。每週修習 20 小時，1 年至少 720 小時，修業期滿前需達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級 A2 標準，若提前達到華語標準得於第二學期進入學士班修讀課程。

The applicants should study at least 20 hours of Chinese class per week, at least 720 hours of Chinese course in total in the first year, and achieve Level 2 (A2) for the Test of Chinese as a Foreign Language (TOCFL)'s Listening and Reading Comprehension in International Foundation Program. Students cannot transfer to a department or university during the study in an international foundation program. If a student achieves the TOCFL test in the first semester, he/she can start taking courses in the applied undergraduate program.

- 二、 華語先修期間未能考取華語文能力測驗(TOCFL)基礎級 A2 標準者，將依辦法退學處分。

If the student cannot reach A2 level for the TOCFL within one year, the students will be expelled from school.

- 三、 第二年正式入學後，大二起需達到華語文能力測驗(TOCFL)聽力與閱讀測驗基礎級 B1 標準，且得於製造業、營造業、農業及長期照顧等相關系所申請轉系或轉學。

After the first year in the department, the applicants should achieve Level 3 (B1) for the TOCFL's Listening and Reading Comprehension, and they could transfer to Manufacturing, Construction, Agriculture and Long-Term Care related departments or university.

- 四、 學士班修業年限為 4-6 年，連同國際專修部修業年限為 5-7 年。

The years of study for the bachelor degree program is 4-6 years, the total years including the international foundation program is 5-7 years.

## 陸、 錄取原則 Admission Principles

- 一、 申請人在原畢業學校學業成績總平均在及格或 60 分以上。

Applicants' academic performance in the previously attended school should be at least passing or above 60.

- 一、 本校國際專修部外籍生申請入學，由全球事務處受理報名，經審查小組審查合格者，提送招生委員會確認。

Applications are administered by the Global Affairs Office, which sends the applications verified by the program committees to the Student Recruitment Committee.

- 二、 申請人所申請之學系審核通過者，依所填志願序順序錄取，正取至多錄取一學系。

Applicants who meet the requirements of the departments will be admitted to only one program based on the order of the preferred departments listed in the application form

## 柒、 申訴程序 Appeal

- 一、 考生對招生事宜有疑義者，應於收到通知之次日起十五日內，以申訴書載明事實及理由，並檢附有關文件及證據，向本校招生委員會提出申訴，逾期不予受理。招生委員會於接獲申訴書後，應於一個月內正式答復；必要時，應組成專案小組公正調查處理，並告知申訴人行政救濟程序。

Applicants who have any doubts or complaints regarding the admission should file the appeal within 15 days after the announcement of admission results. Overdue appeal will not be accepted. The student

recruitment committee should formally reply within one month upon receiving the appeal; if necessary, it should form a special team to fairly investigate and inform the applicant for the administrative remedy procedures.

- 二、有關招生糾紛處理程序悉依本校考生申訴處理辦法之規定辦理。

The procedure to handle the appeal will follow the Regulation of Yuan Ze University Candidates' Appeal Handling Measures.

## 捌、 相關注意事項 Related Notes

- 一、凡報名本招生者，即視為同意授權本校將取得之基本資料及相關檔案，運用於本校招生、註冊入學及相關統計研究與教育行政目的使用，餘均依照「個人資料保護法」相關規定辦理。

The personal data submitted for application will only be used for the purpose of admission and related statistical analysis.

- 二、不論錄取與否，所繳交報名表件、資料概不退還；相關文件如有需要留存，請申請者自行留存備份。

The submitted application form and documents will not be returned to the applicants whether they are admitted or not. The applicants should keep extra copies of the documents if they need these documents for other purposes.

- 三、錄取者，若主管機關審查不符身份資格者，或所繳證明文件有偽造、假借、冒用、塗改或變造等情事者，即取消其錄取資格或開除學籍，且不發給任何有關學業之證明；如係在本校畢業後始發現者，除勒令撤銷其學位(畢業)證書外，並公告註銷其畢業資格，該生並應負法律責任。

If YZU discovers that an admitted student provides an invalid identity certificate or any documents that are forged, stolen, or altered, the student will be expelled from YZU and will not receive any academic certificate. If such a circumstance is discovered in a student already graduating from YZU, the student's diploma and academic degree will be revoked, and the student will be legally responsible for his or her behavior.

- 四、本校核發之錄取通知書並不保證取得來臺簽證，各項入出境簽證手續，請自行依有關法令規章辦理。

Admission to the university does not guarantee a visa, which must be verified and issued by the Republic of China's Ministry of Foreign Affairs overseas embassies.

- 五、華語先修期間不得轉系或轉學，但於正式修讀學士班專業課程 1 年後或通過華語檢定標準，得於製造業相關系所申請轉系。

It is not allowed to change departments during the first year of Chinese Foundation education. However, after Chinese study for one year or passing the TOCFL A2 level, students are allowed to apply for a change of department in the manufacturing relevant department.

## 玖、 註冊相關規定 Registration

- 一、本校凡經公告錄取名單之新生，應於規定日期來校辦理報到或入學手續，逾期不到且非告知經同意者，即取消其入學資格。

YZU will announce the "Admission List". All newly admitted students must complete the registration and admission procedure on the scheduled day or notify the university of their absence. Otherwise, they will be disqualified.

- 二、為瞭解學生健康狀況，依據學校衛生法第八條及元智大學學則第七條規定，新生入學時應參加本校實施之健康檢查。

In order to understand the health status of students, according to Article 8 of the School Health Act and Article 7 of the Yuan Ze University Academic Principles, new students should participate in the health examination organized by the University during registration.

- 三、註冊入學後，學生應依各學系之要求修習相關課程、及其他規定，始符合畢業資格。

After registration, students should take relevant courses and other regulations in accordance with the requirements of each department before they are eligible for graduation.

- 四、本簡章未盡事宜，悉依本校相關規定或經招生委員會之決議辦理。

Matters not covered in this manual shall be handled in accordance with the relevant regulations of the University or the resolution of the Student Recruitment Committee.

## 壹拾、收退費標準 Tuition & Fees

- 一、華語先修期間收取費用

The tuition and fees for the first Year in International Foundation Program

學期 Semester	收費項目 Item	金額(新台幣) TWD
第一學期 First Semester	學雜費 Tuition and Fees	35,000
	學生平安保險 Student Group Insurance	199
	新生醫療保險費 Medical Insurance	3,500
	住宿費(含保證金 2,000 元，可退) Dormitory fees for 6 months TWD 13,800 + 2,000 deposit (refundable)	15,800
	華語課程相關教科書、教具 Textbooks, teaching and learning materials	1,000
第一學期合計 Total for 1 <sup>st</sup> semester		55,499
第二學期 Second Semester	學雜費 Tuition and Fees	35,000
	學生平安保險 Student Group Insurance	199
	全民健康保險 National Health Insurance	4,956
	住宿費 Dormitory	13,800
	華語課程相關教科書、教具 Textbooks, teaching and learning materials	1,000
第二學期合計 Total for 2 <sup>nd</sup> semester		54,955

- 以上學雜費包括華語課程、TOCFL 快篩模擬考帳號費、校園網路使用費、文化活動、課後輔導等。
- The tuition and fees include Chinese courses, fees of TOCFL mock test, on-campus internet, culture activities and after class tutoring.

- 二、第二年至至第五年於專業領域修讀收費標準

The tuition and fees for the second to fifth years.

1. 學雜費標準請至本校網頁(首頁-註冊繳費-學雜費收費標準)查詢。2024 年學雜費標準工

程學院、資訊學院及電機通訊學院學士班為 56,239 元。

The tuition for undergraduate programs in the College of Engineering, College of Informatics, and College of Electrical and Communication Engineering is TWD 56,239 in 2024. For the most updated information about tuition and miscellaneous fees, please visit YZU website.

2. 以下設備使用費另計 Other Fees

- 電腦及網路通訊使用費：大一、大二學生 1,000 元
- 體育設施使用維護費：大一、大二及大三學生 600 元
- Computer and network access fee: TWD 1,000 for freshmen and sophomores.
- Fees for the usage and maintenance of sports facilities: TWD 600 for freshmen, sophomores and juniors.

三、元智大學學雜費退費基準依據教育部「專科以上學校學雜費退費基準表」辦理：  
<https://edu.law.moe.gov.tw/LawContent.aspx?id=FL046293>

Yuan Ze University's tuition and miscellaneous fee refund policy is based on Ministry of Education's regulation, please find the details information at <https://edu.law.moe.gov.tw/LawContent.aspx?id=FL046293>

## 壹拾壹、學校獎助學金 YZU Scholarship

一、國際專修部先修生修業期滿後，於修讀大學部一年級起，得申請外國學生獎助學金補助。

After completing the International Foundation Program, the students may apply scholarship for international students starting from their freshman year in the undergraduate program.

二、詳細內容請參閱「元智大學外國學生獎學金設置辦法」。

Please refer to “Yuan Ze University Regulations of Scholarship for International Students” for detailed information.

## 【附件一】元智大學國際專修部外國學生具結書

### Appendix I Declaration for International Students of Yuan Ze University

#### 元智大學國際專修部外國學生具結書

#### Declaration for International Students of Yuan Ze University

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 meet the requirements in “Regulations Regarding International Students Undertaking Studies in Taiwan” promulgated by the Ministry of Education, Republic of China (R.O.C.).

2. 本人保證符合以下其中之一：I hereby attest that I meet one of the following requirements:

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。

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.

具外國國籍，且兼具中華民國國籍者，自始未曾在臺設有戶籍，且最近連續居留海外 6 年以上者，且未曾以僑生身分在臺就學，且未於當年度經海外聯合招生委員會分發。

A person of foreign nationality who also holds dual R.O.C. nationality and has never had household registration in Taiwan, who in the immediate past has resided overseas continuously for at least six years, and who has never previously undertaken studies in Taiwan as an overseas Chinese student nor has accepted a placement by the University Entrance Committee for Oversea Chinese Students in the current academic 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 8 年，且最近連續居留海外 6 年以上者，且未曾以僑生身分在臺就學，且未於當年度經海外聯合招生委員會分發。

A person of foreign nationality who also held dual R.O.C. nationality and has renounced the R.O.C. nationality with the approval of the Ministry of the Interior for at least eight full years at the time of application, who has resided overseas continuously for at least six years in the immediate past, and who has never previously undertaken studies in Taiwan as an overseas Chinese student nor has accepted a placement by the University Entrance Committee for Oversea Chinese Students in the current academic year.

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。

A person 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 application has resided in Hong Kong, Macao, or elsewhere overseas continuously for at least six years.

曾為大陸地區人民具外國國籍且未曾在臺設有戶籍，申請時已連續居留海外 6 年以上者。

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 application has resided overseas continuously for at least six years.

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。

The highest academic credential (high school diploma for undergraduate admission, university or college diploma for application to a Master’s program, Master’s diploma for a PhD program) that I provide is legally and validly obtained in the country of the school that I graduated from. The

credential is equivalent to the degree awarded by certified schools in Taiwan.

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

All of the documents I provide (including original copies or photocopies of diploma, passport and other relevant documents) are legal and valid. Should any documents be found to be invalid or false, my admission to the School will be revoked, and no academic credit certificate will be issued.

5. 本人取得入學許可後，在辦理報到時，須繳交我國駐外機構、行政院設立或指定之機構或委託之民間團體驗證之畢業證書及成績單 ( 認證章 ) 正本，始得註冊入學，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 after being admitted, I am required to submit at the time of registration the original (authenticated) copy of diploma and transcript authenticated by a Taiwan Overseas Representative Office, or an institute established or appointed by or a private agency commissioned by the Executive Yuan. The admission will be canceled if such documents cannot be submitted on time. I have no objection to this regulation.

6. 本人不曾在台以外國學生身分完成高中學校學程，亦未曾遭中華民國國內大專院校退學。

I hereby certify that I did not complete high school education in the R.O.C with an international student status, and have never been expelled from a university or college in the R.O.C.

7. 本人切結進入國際專修一年華語課程，於先修期間應取得華語文能力檢測(TOCFL)A2 基礎級標準，接續修讀正式學位。本人明白先修華語一年未達華語能力檢測 A2 標準將受退學處分，不得繼續修讀學位專業課程。特例此切結書。

I hereby commit to entering the International Foundation Program for one-year Chinese language program. During the preparatory period, I shall achieve the Chinese Language Proficiency Test (TOCFL) A2 Basic Level standard. Afterward, I will proceed to pursue my formal degree. I understand that if I fail to reach the A2 standard in the Chinese language proficiency test after one year of preparatory study, I will face expulsion and will not be allowed to continue with the degree program. I make this commitment with exceptions duly noted.

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 between the Chinese and translated English versions of the brochure, the Chinese version shall prevail.

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

I authorize Yuan Ze University to verify the information provided above. If any of the information is found to be false after admission, I am willing to accept the School's cancellation of my student status with no objection.

申請人簽章 (Applicant's signature) : \_\_\_\_\_

護照 ( 居留證 ) 號碼 (Passport (ARC) No.) : \_\_\_\_\_

具結日期 (Date of Declaration) :

西元年(Y)            月(M)            日(D)



**【附件二】華語程度調查表 Appendix II Survey of The Applicant's Chinese Learning Background**

**元智大學國際專修部華語程度調查表  
Survey of the Applicant's Chinese Learning Background**

<p>1. 你學過華語嗎？ Have you ever studied Chinese before? <input type="checkbox"/> 沒學過，請續答第 2 題 No (Please continue with Question 2) <input type="checkbox"/> 學過，請續答第 1.1 題 Yes (Please continue with Question 1.1) 1.1 你學過哪些教材？ (請詳細填寫) What materials have you used in learning Chinese? (Please answer in detail.)</p>
<p>1.2 你學過多久的華語？(請詳細填寫)How long have you been studying Chinese? (Please answer in detail.) 每週 about _____小時 hour(s) per week，學了 for _____年 year(s) _____個月 month(s) 1.3 一共學了 I learned _____年 year(s) _____個月 month(s) 1.4 在哪裡學華語？ Where did you study Chinese? _____</p>
<p>2. 你會不會說華語？ Can you speak Chinese? <input type="checkbox"/> 不會 No <input type="checkbox"/> 會 (<input type="checkbox"/> 流利 fluently <input type="checkbox"/> 足以溝通 Well <input type="checkbox"/> 尚可 Fairly <input type="checkbox"/> 差強人意 Barely Passable <input type="checkbox"/> 一點 a little)</p>
<p>3. 整體華語程度自評 Self-Evaluation of Chinese Proficiency <input type="checkbox"/> 優異 Excellent <input type="checkbox"/> 良好 Good <input type="checkbox"/> 尚可 Fair <input type="checkbox"/> 差強人意 Poor <input type="checkbox"/> 初學 Beginner</p>
<p>4. 你會不會看華語？ Can you read Chinese? <input type="checkbox"/> 會，請續答第 4.1 題 Yes (Please continue with Q 4.1) <input type="checkbox"/> 不會，請續答第 5 題 No (Please continue with Q 5) 4.1 你會看的字體是？ Which set of printed Chinese characters can you read? <input type="checkbox"/> 正體字 Traditional Characters <input type="checkbox"/> 簡體字 Simplified Character <input type="checkbox"/> 兩種都會 Both</p>
<p>5. 你會不會寫中文字？ Can you write Chinese? <input type="checkbox"/> 會，請續答第 5.1 題 Yes (Please continue with Q5.1) <input type="checkbox"/> 不會，請續答第 6 題 No (Please continue with Q6) 5.1 你會寫的字體是？ Which set of printed Chinese characters can you write? <input type="checkbox"/> 正體字 Traditional Characters <input type="checkbox"/> 簡體字 Simplified Characters <input type="checkbox"/> 兩種都會 Both</p>
<p>6. 你在華語環境一共住過多久？ How long have you lived in a Chinese language environment? For _____年 year(s) _____個月 month(s) 在：<input type="checkbox"/> 台灣 Taiwan <input type="checkbox"/> 中國大陸 Mainland China <input type="checkbox"/> 香港 Hong Kong <input type="checkbox"/> 其他地方 Other Country/City (請寫出地點 Please specify: _____)</p>
<p>7. 你參加過華語能力測驗嗎？ Have you ever taken a Chinese Proficiency Test? <input type="checkbox"/> 沒參加過 No <input type="checkbox"/> 有，參加過的考試名稱為 Yes, I took _____，成績為 and achieved Level _____.</p>

### 【附件三】簽證 Appendix III Visa

- 1、所有資料須符合核錄名冊及申請資格，若有不符合恐無法取得簽證。
- 2、應備文件如下

	文件	說明
1	簽證申請表	<a href="https://visawebapp.boca.gov.tw/BOCA_EVISA/">https://visawebapp.boca.gov.tw/BOCA_EVISA/</a>
2	6 個月內 2 吋彩色照片 2 張	背景須以白色為底色
3	護照正本及影本	1.護照效期須為六個月以上且有空白頁。 2.請影印含照片在內之護照基本資料頁。
4	健康檢查合格證明正本及影本一份	繳驗最近 3 個月內由衛生福利部指定外籍人士體檢國內醫院或國外醫院出具之健康檢查合格證明(居留或定居健康檢查項目表)，國外健檢證明須經中華民國駐外館處驗證。 <a href="https://www.cdc.gov.tw/">https://www.cdc.gov.tw/</a>
5	入學許可/通知或在學暨註冊證明、成績單正本及影本	1.申請人須先依據教育部主管所訂之「外國學生來臺就學辦法」申請入學，並取得入學許可或錄取通知。 2.外國學生應繳驗由學校出具之入學許可或錄取通知書。 3.符合在境內改辦就學事由居留簽證者，須另繳驗在學證明、已註冊證明及在校成績單。
6	最高學歷證件(含畢業證書及歷年成績單)正本及影本	中文、英文以外之學歷證件應附中文或英文譯本(須經我國駐外館處驗證)。
7	財力證明正本及影本(6 個月經常性財力)	1.限提供本人或三等親(父母、祖父母、兄弟姊妹)出具財力證明、匯款證明、獎學金證明；非本人之財力須另繳附親屬關係證明。 2.獎學金證明須載明受獎期限及額度。
8	其他視個案要求提供之文件	1.視個案審查需求而定(例如：來台目的證明、父母同意書、在臺監護人同意書、在台關係人保證書、無犯罪紀錄證明、語文能力證明...等審核所需之文件)。 2.於國內申請者，須加影印最近一次之簽證頁及入境章頁。

- 3、駐各國辦事處行政作業所需時間、視個案要求文件不同，請留意當地代表處規定。
- 4、一般普通簽證核發時間大約為 8 個工作天，快速急件為 4 個工作天。
- 5、持有學校入學許可，不代表即可獲本國核發簽證；獲本國核發簽證者，並不代表即可進入我國境內。
- 6、參考網址：外交部領事事務局 <https://www.boca.gov.tw/cp-9-185-35222-1.html>

## Visa Application Procedure and Documents

1. Applicants outside of the R.O.C. (Taiwan) who meet the requirements for students' Resident Visa are advised to apply for the visa from an R.O.C. (Taiwan) overseas mission.
2. Applicants who enter the R.O.C. (Taiwan) on a Visitor Visa which qualifies the applicants for Resident Visa application for the purpose of undertaking studies must apply for a Resident Visa 8 work days before the duration of stay expires. Applicants may apply to the Bureau of Consular Affairs or any of its Central, Southwestern, Southern, or Eastern Taiwan Offices.
3. For visa application fees, please refer to "Standard Fees for R.O.C. (Taiwan) Visas in Foreign Passports"(pdf file)
4. Obtaining a Letter of Acceptances from the University does not guarantee the issuance of a Resident Visa. Obtaining a Resident Visa does not entitle the visa holder to enter the R.O.C.(Taiwan).

REQUIREMENTS	DESCRIPTION
1. Application form	Go to website: <a href="https://visawebapp.boca.gov.tw">https://visawebapp.boca.gov.tw</a> . Fill out the application form online and print it out. Make sure the application form shows a bar code on it. Sign the application form.
2. Two color passport-size photos	Attach two color passport-size photos with a white background taken within six months to the application form.
3. Passport and one photocopy of the passport	There must be at least six months of validity left in the passport and it must have blank pages. A photocopy of the passport information page with the applicant's picture is required.
4. Original and one photocopy of health certificate	<ol style="list-style-type: none"> <li>1. The health certificate should be issued within 3 months by one of the local hospitals designated by the Centers for Disease Control of Ministry of Health and Welfare of the R.O.C. (Taiwan) or a foreign hospital. Health certificates issued by foreign hospitals must be authenticated by an R.O.C. (Taiwan) overseas mission.</li> <li>2. Visit the website of the Centers for Disease Control at <a href="https://www.cdc.gov.tw/En">https://www.cdc.gov.tw/En</a> for health checkup items and the list of designated local hospitals.</li> </ol>
5. Original and photocopy of transcripts, Letter of Acceptance, or Certificate of Enrollment	<ol style="list-style-type: none"> <li>1. Applications must first obtain the Letter of Acceptance from an R.O.C institution by following the instructions of the "Regulations Regarding International Students Undertaking Studies in Taiwan" promulgated by the Ministry of Education.</li> <li>2. The Letter of Acceptance is required for Resident Visa application.</li> <li>3. For high schools and below, only students from countries whose citizens are allowed to enter the R.O.C. (Taiwan) under visa-waiver program may enroll in high schools that are accredited to accept foreign students by the Ministry of Education.</li> <li>4. Applicants who are eligible to shift his/her valid visa from current purpose to the Resident Visa for study purpose are required to present the Certificate of Enrollment and transcripts.</li> </ol>
6. Original and photocopy of highest education diploma and all year transcripts	For diplomas and transcripts in languages other than Chinese or English, a Chinese- or English-translation version is also required. (Must be authenticated by an R.O.C(Taiwan)overseas mission.)
7. Original and one photocopy of proof of financial support	Bank statements, remittance records, or government scholarship certificates can be considered proof of financial statement. If the applicant does not have the above document, a bank statement in the name of the applicant's relative within the third degree of kinship (grandparents, parents, and dependents) along with a Statement of Relative Relationship, or an official government document such as the Household Registration as an attachment, can serve as proof of financial statements.

REQUIREMENTS	DESCRIPTION
	<p>*The amount showing on the bank statements or remittance records, when the visa application is submitted, must be sufficient enough for at least a consecutive 6 months living needs.</p> <p>*The scholarship certificate must indicate the duration and the exact amount of the scholarship.</p>
8. Other supporting documents	<p>The Documents listed below are required optionally (required on a case-by-case basis)</p> <ol style="list-style-type: none"> <li>1. The purpose for visiting Taiwan,</li> <li>2. Consent from parents and the guardian in Taiwan,</li> <li>3. Guarantee letter,</li> <li>4. Police Criminal Record Certificate,</li> <li>5. Proof of Language Proficiency,</li> <li>6. Photocopies of the Visitor Visa and the immigration entry stamp.</li> </ol>

## 【附件四】相關諮詢單位

### Appendix V : Contact information for International Foundation Program

政府單位 Government	
外交部領事事務局 Bureau of Consular Affairs, Ministry of Foreign Affairs	<a href="http://www.boca.gov.tw">http://www.boca.gov.tw</a> Tel: +886-2-23432888 ext.6 臺北市濟南路一段 2-2 號 3-5 樓 3F-5F., No.2-2, Sec. 1, Jinan Rd., Zhongzheng Dist., Taipei City 10051, Taiwan (R.O.C.)
內政部移民署桃園市服務站 National Immigration Agency, Taoyuan City Service Center	<a href="http://www.immigration.gov.tw">http://www.immigration.gov.tw</a> Tel: +886-3-3310409 桃園市桃園區縣府路 106 號
教育部國際及兩岸教育司 Department of International and Cross-Strait Education Ministry of Education	<a href="http://www.edu.tw/bicer">http://www.edu.tw/bicer</a> Tel: +886-2-77366666 臺北市中正區中山南路 5 號 No.5, Zhongshan S. Rd., Zhongzheng Dist., Taipei City 10051, Taiwan (R.O.C.)
外國人在臺生活諮詢專區 Information for Foreigners	Website: <a href="https://www.immigration.gov.tw/5475/">https://www.immigration.gov.tw/5475/</a> 國內 Domestic Tel: 0800-024-111 國外 International Tel: +886-800-024-111
元智大學 Global Affairs Office, Yuan Ze University	
全球事務處國際專修部承辦人 Application & Admission	呂迺玲小姐 Ms. Nailing Lu <a href="mailto:nailing@saturn.yzu.edu.tw">nailing@saturn.yzu.edu.tw</a> Tel:+886-3-4638800*3282
全球事務處國際專修部承辦人 Application & Admission	林芷馨小姐 Ms. Shin Lim <a href="mailto:cshin@saturn.yzu.edu.tw">cshin@saturn.yzu.edu.tw</a> Tel:+886-3-4638800*3289